Glastonbury Landowners Association

P.O. Box 312 * Emigrant, MT 59027

May 5-12, 1997
Mitos Arcadia

May 5 & 12, 1997
Meetings Cancelled

NOTICE OF MEETING OF BOARD OF DIRECTORS

OF

GLASTONBURY LANDOWNERS ASSOCIATION

NOTICE IS HEREBY GIVEN, that an organizational meeting of the Board of Directors of the Glastonbury Landowners Association will be held on May 5, 1997 at 8:00 p.m. at the North Glastonbury Teaching Center. The Agenda for the meeting is attached.

meeting Cancelled

DATED: May 2, 1997

By: _____
Carla Ann Healy, Secretary

NOTICE OF MEETING OF BOARD OF DIRECTORS

OF

GLASTONBURY LANDOWNERS ASSOCIATION

NOTICE IS HEREBY GIVEN, that an organization meeting of the Board of Directors of the Glastonbury Landowners Association will be held on May 12, 1997 at 7:30 p.m. at the North Glastonbury Teaching Center. The Agenda for the meeting is attached.

Meeting Cancelled

DATED: May 9, 1997

By: _____
Carla Ann Healy, Secretary

6/12/97

GLASTONBURY LANDOWNER'S ASSOCIATION

INTERIM BOARD

CARLA ANN HEALY	P.O. Box 5000 Corwin Springs, MT 59030-5000	Wk: 848-9210 Fax: 848-9508
	P.O. Box 156 Emigrant, MT 59027	333-4855
PHILIP HOAG	P.O. Box 206 Emigrant, MT 59027	333-4707 Cell: 223-1230
NADIM ISSA	P.O. Box 1043 Emigrant, MT 59027	333-4810
DANIEL J. KEHOE, SR.	P.O. Box 436 Emigrant, MT 59027	333-4780 Fax: 333-4379
MARJORIE LOMBARD	P.O. Box 28 Emigrant, MT 590277	333-4627 Wk & Fax: 333-4554
JOAN T. MURPHY	P.O. Box 245 Emigrant, MT 59027	333-4792
ELEANOR J. SCHIEFFELIN	P.O. Box 39 Emigrant, MT 5027	333-4487
PATRICK WOLBERD	P.O. Box 458 Emigrant, MT 59027	333-4722
	2417 Elizabeth Street Billings, MT 59102	Wk: 223-2002 Wk & Fax: 656-2224
WALTER G. WUNSCH	P.O. Box 36 Emigrant, MT 59027	333-4727 Wk: 333-4967 Fax: 333-4259

June 16

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Minutes of Meeting

June 16, 1997

Call to order: The meeting was opened by Patrick Wolberd at 7:45 p.m.

Present: Patrick Wolberd, Marjorie Lombard, Eleanor Schieffelin, Joan Murphy, Walter Wunsch, Nadim Issa, Carla Ann Healy

Absent: Dan Kehoe, Sr., Philip Hoag

1. **Reading and Disposition of Minutes** – No minutes existed.
2. **Report of Officers and Committees** - None
3. **Unfinished Business** - None
4. **New Business**

4.1. **Election of initial board of directors elected by the incorporator:** Patrick Wolberd submitted for record in the Association's corporate minutes book a copy of the Certificate of Corporate Resolution of Church Universal and Triumphant, Inc. dated May 22, 1997 resolving that the following Landowners be elected as Initial Directors of the Glastonbury Landowners Association: Patrick M. Wolberd, Joan T. Murphy, Walter G. Wunsch, Carla Ann Healy, Daniel J. Kehoe, Sr., Marjorie A. Lombard, Nadim Issa, Eleanor J. Schieffelin, Philip L. Hoag.

4.2. **Waiver of Notice:** Notice was given.

4.3. **Confirmation of quorum:** Patrick Wolberd confirmed that a quorum was present.

4.4. **Receipt of filed Articles of Incorporation and confirmation of date of incorporation:** Patrick Wolberd confirmed receipt of the Articles and confirmed that the date of incorporation was April 28, 1997.

4.5. **Adoption of bylaws:**
Motion: Eleanor Schieffelin moved, Marjorie Lombard seconded and it was passed unanimously that the Board adopt the Bylaws of Glastonbury Landowners Association, Inc. and that the Initial Directors sign the Bylaws.

4.6. Appointment of initial officers:
Motion: Walter Wunsch moved, Marjorie Lombard seconded and it was passed unanimously that Patrick Wolberd be appointed president, Eleanor Schieffelin, vice president, and Nadim Issa, treasurer.
Action: It was agreed that the Board search for a secretary in the community by

contacting individuals who have secretarial experience and putting out a notice.
Motion: Marjorie Lombard moved, Eleanor Schieffelin seconded and it was passed unanimously that Joan Murphy be appointed Assistant Secretary.
Motion: Eleanor Schieffelen moved, Nadim Issa seconded and it was passed unanimously that the Board accept the Assignment of Declaration of Covenants and the president sign on behalf of the Board.

4.7. **First Annual Meeting:**
Action: It was agreed that the First Annual Meeting of the Glastonbury Landowners Association be held at 3:00 p.m., on Sunday September 7, 1997 at the North Glastonbury Teaching Center.

4.8. **Opening and closing date for the filing and nomination of candidates for directors and the mailing date for the notice of the first annual meeting of the members:**
Action: It was agreed to set the following dates:
Opening Date for filing of nominations: June 26, 1997
Closing Date for filing of nominations: July 24,1997
Mailing date for ballots: August 7, 1997

4.9. **Appointment of Nomination Committee:**
Motion: Walter Wunsch moved, Nadim Issa seconded and it was passed unanimously that the Board of Directors form the Nomination Committee and Eleanor Schieffelin, Marjorie Lombard and Joan Murphy prepare the mailings.

4.10. **Appointment of other standing committees:**
Action: Walter Wunsch agreed to recruit members for the road committee and notify members of the former GCPC Road Subcommittee to see if they are interested in serving on the committee and to get back in touch with Patrick Wolberd regarding his progress.

Project Review Committee: tabled.

4.11. Approval of Insurance Provisions:
Motion: Marjorie Lombard moved, Carla Ann Healy seconded and it was passed unanimously that the Board accept the directors and officers liability and general liability insurance policies obtained through Western States Insurance Company.

4.12. Designation of depositories of funds and adoption of banking resolutions:
Motion: Eleanor Schieffelin moved, Nadim Issa seconded and it was passed unanimously that the Board resolve to designate First Interstate Bank of Commerce, Livingston Office to be the depository of funds for the Glastonbury Landowners Association, Inc. and to require two signatories for each check.
Motion: Marjorie Lombard moved, Eleanor Schieffelin seconded and it was passed unanimously that the Board resolve to designate the duly elected

president, vice president, and treasurer, to be the signatories for the checking account.
Motion: Nadim Issa moved, Eleanor Schieffeln seconded and it was passed unanimously to pay Western States Insurance Invoice No. 2075 in the amount of $3,633.53 for the balance of the annual premium for the directors and officers liability and general liability insurance.

4.13. **Authorization of Officers to act within any prescribed limitations or parameters, if desired:** No action taken.

4.14. Initiation of Budgetary Process:
Motion: Marjorie Lombard moved, Nadim Issa seconded and it was passed unanimously that the treasurer form an ad hoc committee to present a plan for the initiation of the budgetary process.

4.15. **Acknowledge disbanding of Glastonbury Comprehensive Planning Committee (GCPC) by resolution of the board of directors of Church Universal and Triumphant, Inc. and assumption of GCPC functions by the board of directors of Glastonbury Landowners Association:** Patrick Wolberd acknowledged receipt of the Certificate of Corporate Resolution of Church Universal and Triumphant, Inc. dated May 22, 1997 disbanding the GCPC and asked that it be put in the Association's corporate minutes book.
Motion: Marjorie Lombard moved, Walter Wunsch seconded and it was passed unanimously that the Board accept the resolution of the board of directors of Church Universal, Inc. to dissolve the GCPC and assume the functions of the GCPC.

4.16. GCPC Unfinished Business:

4.16.1. Sullivan and Tabarraci Bill:
Motion: Marjorie Lombard moved, Walter Wunsch seconded and it was passed unanimously that the Board accept Ed Dratz's offer made in his June 5, 1997 letter to reimburse the Glastonbury Planning Fund in the amount of $190.20 for work done for him by Sullivan & Tabarri on February.26 and 27 and invoiced to the Glastonbury Comprehensive Planning Committee.
Motion: Marjorie Lombard moved, Walter Wunsch seconded, and it was passed unanimously that the Board authorize Patrick Wolberd to pursue with Alexandra Volkerts the question of the $867.60 amount invoiced for work done prior to the authorization by the GCPC.

4.16.2. Reimbursement of community assessment fund for planning expenditures:
Motion: Carla Ann Healy moved, Joan Murphy seconded and it was passed unanimously to request the Church reimburse the Glastonbury Landowners Association from the Glastonbury Planning Fund a total of

$4,346.80 for land planning expenses paid to Michael von Hausen and associated workshop expenses paid out of the community assessment fund.

4.16.3. **Other unfinished business:**

Motion: Nadim Issa moved, Marjorie Lombard seconded and it was passed unanimously that the Board submit to the Church the Berg, Lily, Andriolo & Rollefsen Invoice #23793 in the amount of $675 for legal expenses for payment from the Glastonbury Planning Fund.

5. **Request by Johansson for reimbursement for road work:** Tabled.
6. **Other organizational business:** None
7. **Open Floor Comment Period:** No comments
8. **Next Meeting:** July 12 - 9:00 a.m. at the North Glastonbury Teaching Center
9. **Adjournment:** 11:15 p.m

Carla Ann Healy, Acting Secretary

:cah
7-30-97

Glastonbury Landowners Association
Board of Directors Meeting

Agenda

June 16, 1997

1) Reading and Disposition of Minutes
2) Report of Officers and Committees
3) Ombudsman Report
4) Unfinished Business
5) New Business:
   a) Attached Agenda Items
   b) Community Assessment Accounting
   c) GCPC Unfinished Business
      i) Sullivan and Tabarraci Bill
      ii) Reimbursement of community assessment fund for planning expenditures
      iii) Other unfinished business
   d) Request by Johansson for Reimbursement for Road Work
   e) Other Organizational Business
6) Open Floor Comment Period
7) Adjournment

:cah

6-12-97

AGENDA ITEMS FOR ORGANIZATION MEETING OF GLASTONBURY LANDOWNERS ASSOCIATION, INC.

1. Election of initial board of directors by incorporator
2. Waiver of Notice of organization meeting by new board of directors
3. Confirmation of quorum of board
4. Receipt of filed articles of incorporation and confirmation of date of incorporation
5. Adoption of bylaws
6. Appointment of initial officers
7. Approval of Assignment of Declaration of Covenants from the Church
8. Set date, time and place of the first annual meeting of the members
9. Prescribe the opening date and the closing date for the filing and nomination of candidates for directors and the mailing date for the notice of the first annual meeting of the members
10. Appoint Nominating Committee and adopt procedures, if desired
11. Appoint any other standing committees, if desired
12. Designation of depositories of funds and adoption of banking resolutions
13. Approval of Insurance Provisions
14. Authorization of officers to act within any prescribed limitatons or parameters, if desired
15. Initiation of budgetary process for first annual meeting of members
16. Acknowledge disbanding of Glastonbury Comprehensive Planning Committee (GCPC) by resolution of the board of directors of Church Universal and Triumphant, Inc. and assumption of GCPC functions by the board of directors of Glastonbury Landowners Association, Inc.

TELEPHONE TREE AND ANNOUCEMENT

June 13, 1997

To: Glastonbury Landowners
From: Glastonbury Landowners Association

The first meeting of the Glastonbury Landowners Association will be held at 7:30 p.m. on Monday, June 16, 1997 at the North Glastonbury Teaching Center. The agenda for the meeting is posted on the bulletin board outside the chapel. This is an organizational meeting and landowners are welcome to attend.

6/12/97

GLASTONBURY LANDOWNERS ASSOCIATION

BOARD OF DIRECTORS

HORUS BRAILSFORD	P.O. Box 374 Emigrant, MT 59027	Hm: 333-4316 Fax: 333-4877
PHILIP COVINGTON	P.O. Box 484 Emigrant, MT 59027	Hm: 333-4378 Fax: 333-4378
ANDREW FIELD	P.O. Box 500 Emigrant, MT 59027	Hm: 333-4567 Fax: 333-4907
PHILIP HOAG	P.O. Box 206 Emigrant, MT 59027	Hm: 333-4707 Cell: 223-1230
PEGGY KEATHLEY	P.O. Box 144 Emigrant, MT 59027	Hm: 333-4718 Wk: 222-5203 Fax: 222-7474
DANIEL KEHOE, JR.	P.O. Box 499 Emigrant, MT 59027	Hm: 333-4222 Fax: 333-4379
JOAN MURPHY	P.O. Box 245 Emigrant, MT 59027	Hm: 333-4792
DAVID NEWHOUSE, SR.	P.O. Box 1620 Emigrant, MT 59027	Hm: 333-4242
MARIA SCOBLE	P.O. Box 1686 Emigrant, MT 59027	Hm: 333-4306
PATRICK WOLBERD	P.O. Box 458 Emigrant, MT 59027	Hm: 333-4722
	2417 Elizabeth Street Billings, MT 59102	Wk: 223-2002 Wk & Fax: 656-2224
WALTER G. WUNSCH	P.O. Box 36 Emigrant, MT 59027	Hm: 333-4727 Fax: 333-4013
		Wk: 333-4967 Fax: 333-4259

6/12/97

OMBUDSMAN

North Glastonbury: Margaret Roach
P.O. Box 323
Emigrant, MT 59027
Hm. & Fax: 333-4380

South Glastonbury: Laurel Matthews
P.O. Box 1683
Emigrant, MT 59027
Hm: 333-4565
Fax: 333-4850

ASSISTANT SECRETARY: Lucia Hodges
P.O. Box 143
Emigrant, MT 59027
Hm: 333-4487

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GLASTONBURY LANDOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES OF MEETING
July 12, 1997

1. Call to Order: Invocation. The meeting was opened by Patrick Wolberd at 9:25 a.m.
   Present: Patrick Wolberd, Eleanor Schieffelin, Joan Murphy, Carla Ann Healy, Walter Wunsch, Nadim Issa, Philip Hoag.
   Absent: Dan Kehoe, Sr., Marjorie Lombard

2. Reading and Disposition of Minutes
   Motion: Eleanor Schieffelin moved, Philip Hoag seconded and it was passed unanimously that the m odified minutes be approved.

3. Reports of Officers and Committees
   3.1 Nomination Committee
   Eleanor Schieffelin reported she has received three nomination letters.
   Follow-up: The Nominating Committee will send out a telephone tree listing the phone number for people to call in nominations for the new Board of Directors of the Landowners Association and remind people of the deadline.

   3.2 Treasurer's Report
   See written Treasurer's Report.
   Patrick Wolberd said we need to contract temporarily with someone for bookkeeping until the new Board comes on.
   Follow-up: Walter Wunsch agreed to talk with Hildegarde Krammer to keep our books on a temporary basis.

   3.3 Budget Committee
   One nomination has been received.
   Follow-up: Nadim Issa will prepare a telephone tree to let people know we are looking for individuals who want to be on the ad hoc budget committee and also include a request for volunteers to the ad hoc road maintenance committee.

   3.4 Road Committee
   Follow-up: It was agreed that Joan Murphy write a thank you note to George Elliot for donating the services of his grader and paying Richard Johnson for grading the North Glastonbury roads.

4. Ombudsman Report - None

5. Unfinished Business
   5.1 Reimbursement of community assessment fund for planning expenditures:
   Follow-up: Carla Healy and Nadim Issa will request the documentation for the necessary reimbursement from the Church.

5.2 Berg, Lily, Andriolo & Rollefsen Invoice
Follow-up: Carla Healy will check with the Accounting Department of the Church to confirm if the invoice has been paid.

5.3 Glastonbury Landowners Association
Patrick Wolberd gave the Assistant Secretary, Joan Murphy, the official documents for the Glastonbury Landowners Association and the corporate seal.

5.4 Sullivan and Tabarraci Bill
Since this involves Dan Kehoe, Sr., who could not be here today, as well as Ed Dratz, who was present, it was agreed to table this item and set up an Executive Meeting as soon as possible to discuss this.

5.5 Western States Insurance
The Treasurer reported that Invoice No. 2075 in the amount of $3,633.53 for the balance of the annual premium for the directors and officers and general liability insurance was paid the end of June.

5.6 Johansson request for reimbursement for road work
Follow-up: Walter Wunsch will call Raya Johansson on this.
Motion: Walter Wunsch moved that the request for reimbursement for road work be denied, Philip Hoag seconded the motion and it was passed unanimously.

6 New Business

6.1 Shelter requirement in the Covenants
Motion: Carla Healy moved that we table the item regarding the shelter requirement in the Covenants pending a complete research on the impact this requirement has on obtaining financing for mortgages in Glastonbury. Philip Hoag seconded the motion and it was passed unanimously.

6.2 Fee Simple Upgrade costs
Follow-up: Walter Wunsch, Eleanor Schieffelin and Dan Kehoe, Sr. will get together for a final draft to the Executive Board regarding the issues of getting the Covenants out expeditiously, the concern about the fee simple issue and the press release. Either by telephone or fax they will get copies of this to each of the Board members to approve it.

6.3 $120 Assessment on Vacant Lots
Follow-up: Carla Healy will give a list of landowners to Nadim Issa to determine the projected income for the Association.

7 Open Floor Comment Period
Nadim Issa requested tht an item be put on the next meeting agenda to discuss providing experience for court-ordered young people in Glastonbury for mowing, removing rocks, and serving the Landowners Association. Nadim Issa will also pursue the mowing of the roadside weeds in the most effective way.

Next Meeting: August 2, 1997, at 9:00 a.m, the North Glastonbury Teaching Center.
Adjournment: 1:25 p.m.

Pearl Munyer, Acting Secretary

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WAIVER OF NOTICE

SPECIAL MEETING OF BOARD OF DIRECTORS
OF
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

We, the undersigned, being the Board of Directors of the Glastonbury Landowners Association, Inc., a corporation organized and existing under the laws of the State of Montana, DO HEREBY WAIVE NOTICE of the time and place of a special meeting of the said Board of Directors and of the business to be transacted, whether provided by statute or otherwise.

We designate, Saturday, July 12, 1997 at 9:00 a.m. as the time and the North Glastonbury Teaching Center in Emigrant Montana as the place of the meeting of said Board of Directors, the purpose of said meeting being for the transaction of such business as may be necessary or advisable for the corporation to carry on its contemplated business. And WE DO HEREBY WAIVE all the requirements of the laws of the State of Montana, both as to notice and publication thereof of the time, place and object of the meeting; and WE DO CONSENT to the transaction of such business as may come before the said meeting.

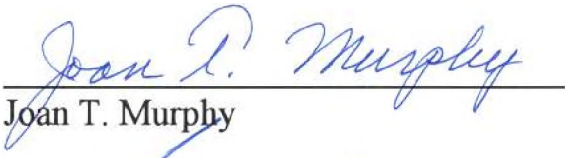
Dated: July 12, 1997

Patrick M. Wolberd

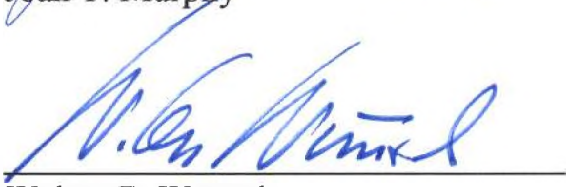
Eleanor J. Schieffelin

Eleanor J. Schieffelin

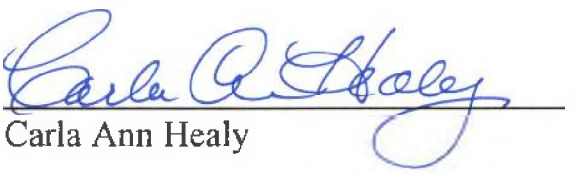
Nadim Issa



Joan T. Murphy



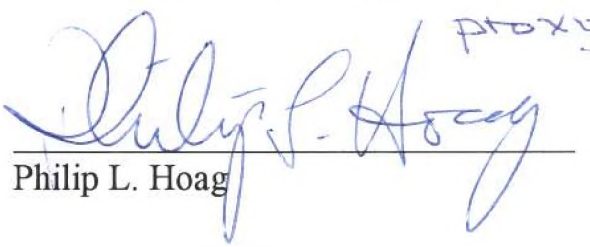
Walter G. Wunsch



Carla Ann Healy

Daniel J. Kehoe, Sr.

Eleanor J. Schieffelin for Marjorie A. Lombard (see attached proxy)



Philip L. Hoag

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Glastonbury Landowners Association

Minutes of Board of Directors Meeting
August 2, 1997

1. Call to Order: Patrick Wolberd opened the meeting at 9:25 a.m.
   Present: Patrick Wolberd, Chairman, Joan Murphy, Secretary, Carla Ann Healy, Philip Hoag, Dan Kehoe, Sr., Walter Wunsch
   Absent: Nadim Issa, Marjorie Lombard and Eleanor Schieffelin
2. Reading and Disposition of Minutes - The Minutes were approved as revised. It was agreed that a sign-up sheet be circulated among those who attend the meetings and be kept for the record by the secretary.
3. Order of Business: No change.
4. Reports of Officers and Committees

   4.1. Treasurer's Report - None
   Walter Wunsch reported that he had located a temporary bookkeeper. Hildegard Kramer agreed to manually set up the accounting books and work for $8.00 an hour.
   Disscussion: Everyone agree that it would be better to set up the books on a computer.
   Motion: Walter Wunsch moved, Dan Kehoe seconded and it was passed unanimously that we contract an independent consultant who is computer literate, preferablably knowledgable in Quick Books to set up the books for the Glastonbury Landowners Association, Inc.
   Action: Walter Wunsch and Nadim Issa to price out bookkeeping services in the area. It is the board's preference that we find a firm with both bookkeepers and accountants. Walter will approach Hildegard Kramer to see if she will agree to post entries and he is to give a status report to Patrick Wolberd by August 9, 1997.
   Discussion: Concern was voiced that the records that the Church transferred to the GLA did not reflect all payments made by landowners. Further, landowners are still sending their checks to the Church and some are not sending in their assessment payments because they are not getting statements.
   Follow-up: Philip Hoag to draft a letter to landowners advising of the following:
   4.1.1. There have been some problems with accounting records in the transition period.
   4.1.2. The GLA wants to make sure that their accounting records are accurate.
   4.1.3. Please carefully examine your last statement from the Church to make sure it is accurate.
   4.1.4. Reminder to make checks payable to the Glastonbury Landowners Association, Inc.
   4.1.5. Reminder to send in assessments because landowners will not be receiving a statement until the GLA has set up the bookkeeping system.

4.2. Ad Hoc Budget Committee Report - Nadim Issa was not at the meeting to give a report. Joan Murphy stated that a telephone tree had been sent out asking for volunteers to the committee.

4.3. Nominating Committee Report – Joan Murphy reported that a telephone tree on the nomination deadline had been sent out by Eleanor Schieffelin. Dan Kehoe reported that John Glover recommended that the GLA wait until the Restated Covenants are accepted and recorded before holding an election.

Action: It was agreed to postpone the election for the new Board of Directors until after the Restated Covenants are passed. The following schedule was agreed upon:

4.3.1. The GLA will request that Edward Francis make available copies of the final draft of Restated Covenants for distribution to all members of the former Governance Subcommittee by August 15.

4.3.2. The Restated Covenants to be mailed to all former Governance Subcommittee members by August 15 or 16.

4.3.3. The GLA Board Meeting scheduled for August 23 will be specifically to review the Restated Covenants and to approve the final revision of the covenants.

4.3.4. The GLA to send to Edward Francis their comments on the covenants by August 25.

4.3.5. Edward to respond Patrick Wolberd on the GLA's comments by August 26.

4.3.6. The Church to mail the final Restated Covenants on or before the August 30 to landowners for balloting.

4.3.7. Mail-in ballots to be postmarked by September 20.

4.3.8. Balloting to take place in Glastonbury on September 20 from 5:00 to 8:00 p.m. and Sunday, September 21 for one hour before and after the Sunday Service at North and South Glastonbury Teaching Centers and from September 15 to 19 from 3:30 to 5:30 p.m. at the Business Office.

4.3.9. September 27 the GLA to announce the outcome of the election and the nominating committee to recommend to the Board the slate of candidates to go on the ballot for Board of Directors.

4.3.10. October 1 the ballots for the Board of Directors and the Notice of the First Annual Meeting of the Glastonbury Landowners Association, Inc. to be sent out and the Notice of Annual Meeting set on about November

Action: It was agreed that the Board of Directors of the GLA would strongly recommend that landowners vote to approve the Restated Covenants.

4.4 Ad hoc Road Committee Report – No report by the committee. Joan Murphy reported that a telephone tree soliciting committee members was sent out by Nadim Issa. She also reported that she sent a thank you note to George Elliot for supplying a grader and operator free of charge to grade some of the roads in North Glastonbury.

5. Ombudsman Report – None

6. Unfinished Business

6.1. Community Assessment Fund Reimbursement from the Community Planning Fund - Carla Healy reported that Edward Francis would not sign the check request. She suggested that an explanatory cover letter from Patrick accompany the check request.
Follow-up: Dan Kehoe to draft a cover memo.

6.2. Berg, et al Invoice Payment: Carla Healy verified that it had been paid on July 3, 1997.

6.3. Sullivan and Tabarraci Bill - Patrick Wolberd reported that an Executive Meeting of the board was held to discuss issues relating to the Sullivan and Tabarraci billing. A report on the meeting submitted by Joan Murphy was read and is attached for reference.
Motion: Joan Murphy moved, Walter Wunsch seconded and it was passed unanimously to pay Sullivan and Tabarraci the balance owing for legal fees in the amount of $867.60.

6.4. Johansson Road Work Reimbursement Request
Follow-up: Walter Wunsch to call Raya Johansson to inform her of the Board decision

6.5. Fee Simple Upgrade Conversion - Patrick Wolberd reported that he had sent a letter to Ed Francis requesting a meeting with Executive Board on this issue. - Carla Healy reported that the Executive Board had invited the GLA to meet with them at 4:00 p.m. August 14.
Follow-up: Joan Murphy to notify board members who were not in attendance at today's meeting.

6.6. New Assessment Format – Carla Healy reported that she was not able to get the figures yet.
Follow-up: Carla to give information needed to project income and expenses to Nadim Issa by August 8.
Follow-up: Dan Kehoe and Walter Wunch agreed to work with Nadim to prepare an income and expense report by August 12.

7. Tabled Business

7.1. Shelter Requirement in the Covenants – Dan Kehoe reported that Glover said this requirement is part of the old exclusive model. He said we should not have requirements like this one that are peculiar to the general public. Furthermore it creates a marketability and enforcement problem. Carla Healy reported that Edward Francis was planning to remove this requirement from the Restated Covenants. It was agreed to table this item until the August 23 meeting.

8. New Business

8.1. Court Ordered Community Service - Nadim Issa - Tabled

8.2. Covenants Vote
Follow-up: Carla Healy to convey the new schedule to Edward Francis.

8.3. William Pitt's "No Trespassing" Signs – Tabled until complaint form has been finalized.

8.4. Knapweed Spraying - Carla Healy submitted attached memo.
Action: It was agreed to put landowners on notice by telephone tree and at the teaching centers that landowners are responsible for controlling knapweed on their property up to and including the road easement and to give them the name of Mark Nardin to call to spray their property.
Follow-up: Philip Hoag to draft and send out a telephone tree.

8.5. Hite - Parcel 21, Glastonbury South – Dan Kehoe reported that Rex Hite gave permission to Istvan Kiss to plant trees. He did not give him permission to move the old trailer and other items on to the parcel. Dan informed Rex of Section 5.5 - Nuisances and Eyesores and 6.01 Grantor's Approval of the Covenants for Glastonbury. Rex said Istvan realizes that he has to move the items off the site and needs approval of the Project Review Committee. Rex posted a notice at the site that Istvan must move the items and, if he does not remove them in a reasonable length of time, he will do so and bill Istvan for the cost of removal. Walter spoke to Istvan and visited the site. He reported that the structures were meant as temporary storage buildings and the materials were for construction purposes. Patrick Wolberd asked that in the future complaints be put in writing and signed. The complainant should explain the problem and identify what kind of action he would like the board to take
Follow-up: Patrick Wolberd to draft a letter to Istvan Kiss, the Hites and co-tenants of Parcel 21 which includes the Brailsfords asking for a remedy in writing to be proposed within 10 days of receipt of the letter.

8.6. Kathleen Ullrich –Carla Healy reported that Kathleen Ullrich had moved an old junky trail on to Parcel 51, North without approval of the owners of the parcel or of the GLA.
Action: It was agreed that Patrick Wolberd would send a written Notice of Violation of the Covenants to Deanna Campbell with a copy to the Brailsfords (who were looking after her property while she was out of the country) and Kathleen Ullrich, and a letter to Kathleen Ullrich with a copy to Deanna Campbell and the Brailsfords asking Kathleen and Deanna to respond in writing within 10 days of receipt of the letter with a proposed remedy to the violation.
Follow-up: Patrick Wolberd to draft letter
Follow-up: Philip Hoag to draft a complaint protocol form.

9. Open Floor Comments – None

10. Next Meeting - August 23 at 9:00 a.m. at the North Glastonbury Teaching Center.

11. Adjournment: 1:00 p.m.

Carla Ann Healy, Acting Secretary

10/20/1997

1997-08-02_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 2, 1997

1. Call to Order, Invocation (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees
   - 4.1 Treasurer Report

     Follow-up: Walter Wunsch - locate temporary bookkeeper
   - 4.2 Ad hoc Budget Committee Report

     Follow-up: Nadim Issa - phone tree on committee membership
   - 4.3 Nominating Committee Report

     Follow-up: Eleanor Schiefflelin - phone tree on nomination deadline
   - 4.4 Ad hoc Road Committee Report

     Follow-up: Nadim Issa - phone tree on committee membership

     Follow-up: Joan Murphy - Thank you to George Elliot
5. Ombudsman Report
6. Unfinished Business
   - 6.1 Community Assessment Fund reimbursement from Community Planning Fund

     Follow-up: Carla Healy/Nadim Issa - request reimbursement
   - 6.2 Berg, et al Invoice Payment

     Follow-up: Carla Healy - Verify payment
   - 6.3 Sullivan and Tabarraci Bill

     Follow-up: Patrick Wolberd - Chair executive session re committee problems and recommendation to Board
   - 6.4 Johansson Road Work Reimbursement Request

     Follow-up: Walter Wunsch - Call Rai Johansson re Board decision

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 2, 1997

6.5 Fee Simple Upgrade Conversion

Follow-up: Patrick Wolberd - Send comt. composed letter to Ed Frances

6.6 New Assessment Format

Follow-up: Carla Healy - Give Nadim Issa info. needed to project income

Follow-up: Nadim Issa - Project income on new plan vs old plan

7. Tabled Business

7.1 Covenants Shelter Requirement - Pending receipt of more complete information re lenders position on shelters

Follow-up: John Waid/Lubertus VanHulsen - Check with lenders re any problems

8. New Business

8.1 Court Ordered Community Service - Nadim Issa

8.2 Covenants Vote - Carla Healy

8.3 William Pitt No Trespassing Signs - Carla Healy

8.4 Nap Weed Spraying - Carla Healy

8.5

8.6

8.7

8.8

9. Open Floor Comments

10. Next Meeting

11. Adjournment

PATRICK WOLBERD, President
Glastonbury Landowners Assoc., Inc.
P. O. Box 312
Emigrant, MT 59027

June 24, 1997

Attn: Alexandra Volkerts
Sullivan & Tabaracci, Attorneys at Law
430 Ryman
Missoula, MT 59802

Dear Ms. Volkerts,

Thank you for your response to my letter of 5/31/97, clarifying the $867.60 billing for the period of 2/3-7/97 and the $190.20 billing for the period of 2/26 & 27/97. Your clarifications, as well as those received from Dr. Dratz, were very helpful. Based on these responses, I will be recommending to the committee that the balance of your bill be paid in full. It was very considerate of you to offer some adjustment on the remaining balance. Being a nonprofit group, we would appreciate any adjustment you deem appropriate. Please send a final bill to my attention, C/O Glastonbury Landowners Association, Inc., P.O. Box 312, Emigrant, MT 59027.

As I am certain you are aware that groups working with community money must thoroughly document the details of all expenditures. As a group of volunteers we meet at irregular intervals and decisions are made by the group, not unilaterally, hence approvals require more time There were some initial difficulties obtaining documentation from your office due to the a misunderstanding as to who was authorized access to your records of our project, complicated by Dr. Dratz being back east for an extended period of time. I do acknowledge that we also dropped the ball by thinking that this situation was being handled over a period of several weeks, when in fact it was not. You have my most sincere apology for any inconvenience this has caused your office, and hope you will understand that we have never had any intention to not honor our obligation once we received all the documentation and understood what work was done, when and for what purpose.

It may take a couple of weeks to obtain committee approval for this final payment and get a check cut and sent to you. If any problems develop with this process I or Carla Healy will be in touch with your office to keep you informed of our progress.

Thank you for your patience and kind consideration in this matter.

Sincerely,

Patrick Wolberd, President

Memo to Glastonbury landowners Ass^n.
Attn: Patrick Walbert chairman
Re. agenda meeting 7/12/97.
Date 7/11/97.

fax
8484508

I hereby request that you add to agenda of 7/12/97 meeting of Landowners Ass^n Board.
the following point:
- the issue of a shelter requirement for landowners in the new, revised Glastonbury Covenants, to be voted on soon.

Comment: I strongly oppose this requirement, since it will nullify the effect of fee simple ownership, if we decide to go that direction as El Morya recommends. Potential landowners and banks will not accept this requirement. Therefore it is urgent that we address this A&AF.

Lubertus Vanthulzen, landowner
1303 E. montana livingston
222-3629.

cc. Edward Francis

INSTY-PRINTS LIV ID:406-222-8216 JUL 11'97 15:51 No.003 P.01

GREENRAY SURVEYS

HENRY F. LEE, L.S.
P.O. BOX 194 • CHELSEA, VERMONT 05038
(802) 685-3057

June 25,1997

Dear Carla and Patrick;

I am writing you both with my concerns about the "shelter" clause in the draft copy of the new covenants the "Association" will use to govern the Community of Glastonbury.

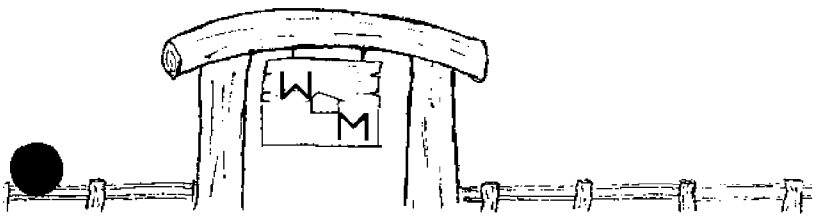
I am very excited about the new direction the Community is taking towards being a more inclusive outer Community of the Church. The availability of Fee Simple ownership for those desiring it will be the catalyst necessary to bring needed capital to bear in its development. The ability to borrow from the larger business community is a must for those souls with a dream and energy but no funds.

The retention of the requirement for shelter space with any dwelling or habitation will only keep the status quo of "unborrowability" perpetuated. As sensible and practical a need as it might be for the landowner, show me the loan officer willing to extend a line of credit another 10 to 20 to 30 thousand, depending on the size of the family, to purchase the "required" shelter space. Shelters are at best a life saving insurance policy against a possible future event. We all grumble about the cost of insuring our cars, health and homes against possilble future calamity and buy that coverage we can best afford. The money we put towards insuring ourselves is an intangible asset whose value might never be realized by the investor. It is only our beliefs, as respecters of life and adherents to the tenets of the Church, which give the shelters any tangible value. Bankers do not invest in beliefs. They want resellable assets in the event of a foreclosure.

These truths apply to Keepers just as powerfully as non-Keepers. If the Community of Glastonbury is going to become the dynamic crossection of Lightbearers we all envision as the vital outer Community the new people, as well as present capital needy owners, are going to have to be able to get financing from the outside.

The greatest motivator in life is personal choice. If the covenants give a "recommendation" that owners become aware of and manage their personal risk by having a shelter space available for their families, and when they look at the people in the Community and see them supplying and maintaining that need, out of their love for life and the Teachings, the motivation will be there. Legislating compliance to a belief has never held the same force as personal committment and I feel Glastonbury would be best served by doing everything they can to give new dreams, and the money needed to bring them forth, a chance to flourish by being truly inclusive.

Sincerely;



WESTERN HOME MORTGAGE CORPORATION

July 17, 1997

Bert VanHulzen
1303 E. Montana
Livingston MT 59047

Dear Bert,

Per our conversation earlier this week, the purpose of this letter is to address the effects of a proposed covenant requiring fallout shelters for homes in the Glastonbury area. It is my opinion that this requirement would have two adverse affects on these properties. The first being marketing of the properties, and the second being financing.

As we all are aware, Paradise Valley is a very desirable area for prospective homebuyers. If property covenants require items that are not standard or required on other similar properties, that property becomes less desirable.

In order to obtain financing on any residential property, we require an appraisal be performed. The appraiser is required to compare the subject property to a minimum of three similar properties that have sold within the last six months. For properties with fallout shelters, the appraiser would have to find other properties with fallout shelters that have recently sold, and state that they are common and typical to our area. When a property is considered unique or non-typical, our underwriters are hesitant to approve the property for financing.

We have recently been unsuccessful in obtaining financing on properties with alternative energy sources, earth berm homes, and numerous outbuildings. Several years ago it was difficult to finance log homes, because they were not common and typical to our area.

Should you have any further questions regarding this matter, please feel free to contact me.

Sincerely,

Cyndy R. Rigler
President

Corporate Office
123 East Callender • Livingston, MT 59047
email: homemrtg@alpinet.net
(406) 222-3900 • Fax (406) 222-3961

Miles City Branch
2503 Main St. • P.O. Box 340 • Miles City, MT 59301
email: ckalfellwhm@mcn.net
(406) 232-2260 • Fax (406) 232-2264

8-2-97 GLA Boundary
Attendees

NAME	PHONE
HORUS BRAILSFORD	333-4316
Evelyn Hall	3-4369
DANIEL T. WOODRIFF	3-4789
Fred Morrell	333-4960

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Glastonbury Landowners Association
Board of Directors Meeting
Minutes of Meeting
August 23, 1997

1. **Call to Order, Invocation** - Patrick Wolberd opened the meeting at 9:20 a.m. Present: Patrick Wolberd, Eleanor Schieffelin, Joan Murphy, Walter Wunsch, Nadim Issa, Philip Hoag, Marjorie Lombard and Dan Kehoe, Sr. Carla Healy was absent.

2. **Reading and Disposition of Minutes** - The Minutes of August 2nd were approved as corrected. Sign-in sheet was circulated for community members to register.

3. **Order of Business** - It was agreed that focus of the meeting would be on the Fee Simple Policy (6.5), the Nominating Committee Report Follow-up (4.3) and the Covenants Shelter Requirement (7.1) and to table the remaining agenda after the Treasurer's Report.

4. **Reports of Officers and Committees**

Treasurer's Report - Nadim Issa reported that as of August 20th the Association has received community assessments in the amount of $2,407.28. As of last report on June 23, 1997 there was a balance of $2,567.88. There is now a total balance of $4,975.16. Notes have been received regarding the requirement to send accurate and easy to understand statements.

6. Unfinished Business (Order of Business)

6.5 Fee Simple Upgrade Conversion - Joan Murphy reminded all that on March 11th El Morya recommended Glastonbury become fee simple. She stated that on July 12th the GLA was presented with a fee simple proposal from the Ranch. Joan Murphy read the letter dated July 17th sent to Edward Francis in reply to this proposal. This letter was signed by Patrick Wolberd and was sent on behalf of GLA. Copies of this letter went to all members of the Executive Board of the Church. This letter asked for a meeting of the GLA with the Executive Board. Copy of this letter is filed herewith.

Report of Meeting - The meeting requested took place on August 18th. Dan Kehoe, Walter Wunsch, Nadim Issa, Joan Murphy, Marjorie Lombard and Philip Hoag reported on this meeting. The GLA Board was not in ageement with the Consumer Price Index inflationary aspect of the proposal and stated that real estate values do not go up with inflation and are, in fact, based on regional values, and that Glastonbury is basically a depressed area. Real estate transactions are based on what an informed buyer and an informed seller are willing to agree on. Group dynamics were in operation during this meeting with all members of the Executive Board, including the GLA , contributing to the discussion. Tentative agreement finally reached provides what the last page of the Draft Fee Simple Upgrade Policy reflects, copy filed herewith. The highlights are that

there is no inflation factor and upgrades will have to be in cash with all assessments paid. For the 99 year lease there will be no extra payment to bring it up to value. The 55 year lease will require approximately 10% and the life estate approximately 18%. The Executive Board tentatively agreed to return to Glastonbury the fee simple upgrade process in a 30-50% ratio - this still being under discussion. These agreements will hold for one year. There will be an approximately 5% increase after the first year, and after the second year the land will be at market value. Tenants in common must all upgrade to fee simple together or subdivide and act individually.

Comments and Questions of Community Members :

Stephen Howard congratulated the GLA Board for the letter sent to Edward Francis.

Jerry Dirkers wanted to know about the assessments since he has paid for the whole year of 1997. Answer: He will be billed in January 1998.

Dan Kehoe, Jr. asked if real estate taxes had to be current to upgrade. Answer: This issue was not addressed.

Ruth Brown congratulated the GLA Board on their fine work and asked if parcels are subdivided will the assessments be changed. Answer: Probably not, the excess funds to go into a reserve fund.

Lubertis vanHulzen added his thanks to the GLA Board and asked for clarification of the percentages on each lease. Answer: Percentages were repeated.

Copies of the Draft Fee Simple Upgrade Policy were distributed to all community members present.

4.3 Nominating Committee Report Follow-up; Community meeting to review restated covenants: (Order of Business)
Patrick Wolberd stated only the changes made since the last community meeting would be reviewed.

7.1 Covenants Shelter Requirement (Order of Business) - The revised covenants now read in paragraph 6.06 under Fallout Shelters, "It is the policy of this development to **recommend but not require** the construction, installation or availability of a fallout shelter underneath, behind, in the basement of or **within reasonable** proximity to every dwelling or habitation placed upon any parcel." The word "recommend " is used rather than "required".

Discussion:
P. Wolberd stated there has been concern from some landowners about the effects of having a required shelter on the sale and resale value of land in Glastonbury. Financial

lending institutions may or may not have a problem with shelters on properties considered for loans. Unsightly shelters on neighboring land may present problems, also. Pamela Kniffen suggested calling the shelters "wine cellars".

Andrew Field wanted to know the timetable for acceptance of the covenants. Answer: See the August 2,1997 minutes of the GLA Board Meeting, Sec. 4.3, 3-9.

Fred Morsell asked about the question of people who do not have shelters; that is, what will they do in time of an emergency. Answer: This problem already exists and the building of shelters cannot be forced. Fred Morsell then stated that the Board should remind everyone of the need to have a shelter. Patrick Wolberd replied that construction plans should have a place for a shelter even though one is not required.

Lubertlus vanHulzen stated a local neighbor was not interested in buying property with a shelter on it even though it had been previous owned by the family.

Ruth Brown commented that the strongest tool for collecting assessments would be the desire to go fee simple since all assessments must be paid current to do so.

Andrew Field stressed creating the best community that we can possibly build in order to attract good people.

Walter Wunsch said we need to re-define our mission for the community since the GCPC encompassed everyone whereas now the GLA focuses on landowners.

Joan Murphy stated the language in 11.03 Annual Community Assessment had been clarified with no change in content.

Patrick Wolberd stated that the Board is in full support of the new restated covenants. Vote was taken by written ballot of all community members present to accept or reject the covenants with the current changes. Vote was Yes - 26, No - 2.

Motion: Marjorie Lombard moved to send the revised covenants back to Edward Francis. Dan Kehoe seconded the motion. Motion passed unanimously.

8.1 New Business.
Philip Hoag stated that Fridley Creek was dry due to a log jam in Fridley Creek - this in answer to one community member's concern. He stated David Newhouse would address the problem and would be at the next meeting.

4. Reports of Officers and Committees (continuing)

4.1 Treasurer's Report
Walter Wunsch reported he contacted Blakely and Walters for quotes on services. Also, Doug

Holm was contacted for his fees. From Blakely a monthly financial report would cost $50; a quarterly statement, $100; and a yearly reconciliation $150 -200.
Doug Holm would expect about $35 monthly, $65 quarterly and $150-200 yearly.
Discussion: Doug Holm knows the community and people in the community know him. Doug Holm is a CPA and has good reputation.
Motion: Walter Wunsch moved to retain Doug Holm for financial services. Nadim Issa seconded the motion. Motion passed unanimously.
Follow-up: Walter Wunsch will write a letter of thanks to H. Kramer telling her of the Board's decision. Follow-up: Walter Wunsch will obtain a letter of understanding with Doug Holm.

Follow-up: P. Hoag will have draft letter to landowners re five points next meeting.

4.2 Ad hoc Budget Committee Report
Follow-up: Nadim Issa will move on phone tree on committee membership.

4.3 Nominating Committee Report (Moved up on agenda to 3. Order of Business)

4.4 Ad hoc Road Committee Report: Road Committee will have first meeting soon.

5. Ombudsman Report (none)

6. Unfinished Business
6.1 Community Assessment Fund reimbursement from Community Planning Fund
Follow-up: Dan Kehoe drafted cover memo on reimbursement request and sent it to Carla Healy. Reply has not been received.

6.2 Sullivan and Tabarraci Bill
Follow-up: Carla Healy is handling this matter.

6.3 Johannson Road Work Reimbursement Request
Follow-up: Raya Johannson has not returned yet.

6.4 Fee Simple Upgrade Conversion (Moved up to 3 on agenda. Order of Business)

6.5 New Assessment Format
Follow-up: Format is being worked on.

6.6 Covenants Vote Time Table
Follow-up: Time table is in process.

6.7 Knap Weed Spraying Notice to Landowners
Follow-up: P. Hoag reported notice went out. Residents need to spray or remove weeds up to the road.

6.8 Hite/Segal/Brailsford Parcel Complaint
Follow-up: Complaint has been resolved. D. Kehoe and W.Wunch facilitated solution. Brailsfords also obtained legal help in solving problem. Letter was drafted.
Follow-up: Patrick will send a letter to the Brailsfords for their records.

6.9 Kathleen Ullrich Junky Trailer Complaint
Follow-up: Letter sent. P. Hoag has talked to Kathleen and she has promised to remove the trailer. Current covenants require board to allow 14 days for response after receipt of letter. P. Hoag will call Kathleen again in a few days.

6.10 Complaint Procedure
Follow-up: P. Hoag presented draft of Community of Glastonbury Landowner Covenant Complaint Form. Copy of this form is filed herewith. P. Hoag emphasized that complaints must be presented in writing and be signed. Complaints will be sent back if it is assessed that the complaint stems from emotional reaction. D. Kehoe suggested that the header be moved higher to allow more room for the History of Problem.

9. Open Floor Comments:
Dan Kehoe, Jr. pointed out that there is a typo in Paragraph 4.02 in the Covenants. He also said that Paragraph i and Paragraph j are redundent. Discussion followed. P. Wolberd commented that probably j would be deleted leaving i

D. Lundberg commented that there is a junky car on Kathleen Ullrich's property which is an eye-sore. He was told he can submit a complaint as long as he is a landowner.

10. Next meeting - September 15, 1997 at the North Glastonbury Teaching Center.

11. Adjournment - 12:05 p.m.

Laurel Matthews

Laurel Matthews, Acting Secretary

8-27-97

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 23, 1997

1. Call to Order, Invocation (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business

   6.5 Fee Simple Upgrade Conversion

   Follow-up: J. Murphy - notify Board of ex. comt. mtg. & rpt. back to Board

   4.3 Nominating Committee Report

   Follow-up: Board to hold community mtg re restated covenants

   7.1 Covenants Shelter Requirement

   Follow-up: tabled to August 23rd community meeting

4. Reports of Officers and Committees

   4.1 Treasurer Report

   Follow-up: W. Wunsch & N. Issa - price out accounting/bookkeeping firms

   Follow-up: W. Wunsch - speak with H. Kramer re posting assessments

   Follow-up: P. Hoag - draft letter to landowners re five points noted

   4.2 Ad hoc Budget Committee Report

   Follow-up: Nadim Issa - phone tree on committee membership

   4.3 Nominating Committee Report (Moved up on agenda to 3. Order of Business)

   Follow-up: C. Healy - request of E. Francis, final draft of restated covenants

   Follow-up: J. Murphy - mail restated covenants to all former Governance Subcommittee members

   Follow-up: GLA Board - hold community meeting re restated covenants

   4.4 Ad hoc Road Committee Report

5. Ombudsman Report
6. Unfinished Business

   6.1 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: D. Kehoe - draft cover memo on reimbursement request

6.2 Sullivan and Tabarraci Bill

Follow-up: C. Healy - get check cut from Community Planning Fund & sent

6.3 Johansson Road Work Reimbursement Request

Follow-up: Walter Wunsch - call Rai Johansson re Board decision

6.4 Fee Simple Upgrade Conversion (Moved up on agenda to 3. Order of Business)

Follow-up: J. Murphy - notify Board of ex. comt. mtg. & rpt. back to Board

6.5 New Assessment Format

Follow-up: Carla Healy - Give Nadim Issa info. projected income by 8/8/97

Follow-up: Nadim Issa - Project income on new plan vs old plan by 8/12/97

6.6 Covenants Vote Time Table

Follow-up: C. Healy - convey suggested time table to E. Francis

6.7 Nap Weed Spraying Notice to Landowners

Follow-up: P. Hoag - draft phone tree re need to spray

6.8 Hite/Segal/Brailsford Parcel Complaint

Follow-up: P. Wolberd - send notice of covenants violation to landowners

8.9 Kathleen Ullrich Junky Trailer Complaint

Follow-up: P. Wolberd - send notice of covenants violation to K. Ullrich

8.10 Complaint Procedure

Follow-up: P. Hoag - draft complaint form and procedure

7. Tabled Business

7.2 Court Ordered Community Service - Nadim Issa

7.3 William Pitt No Trespassing Signs - Carla Healy

Follow-up: tabled pending completion of complaint form

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 23, 1997

8. New Business

   8.1

   8.2

   8.3

   8.4

9. Open Floor Comments

10. Next Meeting - September 27, 1997

11. Adjournment

DRAFT

FEE SIMPLE UPGRADE POLICY

Upgrade Fees:

The fee to upgrade a parcel from a life-estate or estate-for-years ownership to fee simple ownership is based on a formula that takes the original purchase price and multiplies it by a factor to convert it to the market value listed on our published price list in effect at the time of original purchase. This figure, which is also called the Unadjusted Upgrading Fee, is multiplied by an inflation factor based on the percentage change in the Consumer Price Index (CPI) from the time of purchase to the time of upgrading. Full credit will be given for any upgrade fees previously paid for less than fee simple title. The following tables and examples show the formulas that will be used.

Original Purchase Price	
Description of Ownership	Discount Given
99-Year Estate for Years	Market Value x 95%
55-Year Estate for Years or Joint-Owner Life Estate	Market Value x 85%
Normal Life Estate	Market Value x 75%

Formula for Upgrading to Fee Simple Ownership	
Description of Upgrade	Upgrade Fee Formula
Normal Life Estate To Fee Simple	Original Purchase Price x .333 + Inflation Factor*
Joint-Owner Life Estate To Fee Simple	Original Purchase Price x .176 + Inflation Factor*
55-Year Estate for Years to Fee Simple	Original Purchase Price x .176 + Inflation Factor*
99-Year Estate for Years to Fee Simple	Original Purchase Price x .053 + Inflation Factor*

*Inflation Factor = Unadjusted Upgrading Fee x % Change in the CPI from date of closing of original purchase to the date of closing of upgrade transaction. Note: CPI is the department of Labor Bureau of Labor Statistics Consumer Price Index for "U.S. City Average All Urban Consumers."

Examples:

1. 99-Year Estate Purchase in March 1985 for $34,722.50

a) Unadjusted Upgrading Fee: Original Purchase Price x .053	$1,840.29
b) Inflation Factor: 50.3% x Unadjusted Upgrading Fee	927.51
c) Fee Simple Upgrade Fee	$2,767.80

2. 55-Year Estate Purchased in March 1987 for $33,150

a) Unadjusted Upgrading Fee: Original Purchase Price x .176	$5,843.40
b) Inflation Factor: 42.8% x Unadjusted Upgrading Fee	2,500.97
c) Fee Simple Upgrade Fee	$8,455.37

3. Life Estate Purchased in March 1989 for $25,500

a) Unadjusted Upgrading Fee: Original Purchase Price x .333	$8,491.50
b) Inflation Factor: 31% x Unadjusted Upgrading Fee	2,632.36
c) Fee Simple Upgrade Fee	$11,123.86

Fee Simple Upgrading for Subdivided Tracts:

Any tract that has been legally subdivided may be upgraded to fee simple ownership. The same formula will be used except that the Fee Simple Upgrade Fee will be multiplied by the percentage of acreage of the original parcel that has been subdivided. Undivided interests may only be upgraded with the entire parcel.

Example:

55-Year Estate Purchased in March 1987 for $33,150 was subsequently subdivided. Tract A is 2 acres which is 10% of the original tract.

a) Unadjusted Upgrading Fee: Original Purchase Price x .176	$5,843.40
b) Inflation Factor: 42.8% x Unadjusted Upgrading Fee	2,500.97
	8,455.37
c) Fee Simple Upgrade Fee x 10%	$ 845.53

Standard Terms and Conditions:

- Cash payment in full at time of closing.
- This policy is effective upon approval and recordation of Restated Declaration of Covenants
- Fees and terms are subject to change without notice.
- Parcels to be upgraded are subject to the terms and conditions of a standard purchase agreement and covenants, conditions, restrictions and easements of record.

Critique of Draft Proposal For Fee Simple Upgrade Policy

The draft articulates a formula for changing ownership from estate-for-years and life estates to fee simple for the Community of Glastonbury.

The proposal under review is based on a formula that converts the original purchase price upward to the price list in effect at the time of original purchase.

The fairness of such a formula is based on the assumption that the column entitled "Estimated Current Market Value" in the literature entitled "Parcel Pricing, Discounts, and Purchase Information" was indeed a fair and accurate representation of the actual market value of such property. Most of the existing landowners do not accept such an assumption as correct. They consider that the Estimated Market Value was overstated.

Further, the formula goes on to add an Inflation Factor on the difference between the Actual Purchase Price and the column entitled "Estimated Current Market Value." The fairness of this next addition to the price is based on the assumption that the land values in the Community of Glastonbury rose along with our nation's Consumer Price Index (CPI). The landowners contend that the CPI has hardly any impact on Glastonbury land values.

Further, the formula assumes that the above two factors are the only factors affecting property values in the Community of Glastonbury. Most Landowners contend that, considering the other factors affecting the value of Glastonbury property, there have been several negative influences.

Consumer Price Index (CPI)

The CPI is a measure of living costs based on changes in the cost of certain services and consumer goods derived from periodic surveys. The CPI is widely used to measure changes in the cost of maintaining a certain standard of living. A number of nations use such an index, but they compute them in various different ways.

The U. S. index data pertains only to wage and salary earners in large population areas and such limitations in the coverage is often overlooked by people who use it. For broad analytical uses, such as measuring changes in the national welfare, a more comprehensive index is needed that covers the whole population, including persons living in rural areas, single persons and high income families.

The CPI has a fundamental conceptual difficulty in that it is defined in terms that are not really appropriate for many of the uses to which it is presently applied. For the most part, the CPI simply gives an indication of the amount of yearly inflation in the national economy. The yearly amount of inflation in the national economy expressed as a percentage change from the previous year is simply another way of describing the decrease in the purchasing power of the dollar.

The Board of Directors of the Glastonbury Landowners Association (GLA) objects to the existing fee simple proposal, which we shall refer to as Proposal #1. Our Board would like to see Proposal #1 replaced by one of the following proposals. When you review these proposals, please keep in mind that as of May 1, 1997 the GLA has been assigned the Church's responsibility for the mangement of the Community of Glastonbury.

The GLA Board feels that if Proposal #1 is forced upon our Community, the backlash from the landowners would cause serious problems for the GLA and our Church. In the following proposals, the "Original Market Value" is identical to the amount listed for a 99 Year Term on the attached document entitled "Parcel Pricing, Discounts, And Purchase Information."

Formulas For Upgrading To Fee Simple Ownership:

Proposal #	Ownership Description	Cash Settlement	Transfer Cost Paid By
2	99 Year Lease	- 0 -	Landowner
	55 Year Lease	- 0 -	"
	Life Estate	- 0 -	"
3	99 Year Lease	- 0 -	Landowner
	55 Year Lease	5% Payment	"
	Life Estate	10% Payment	"

The GLA wouild also suggest that a portion of the proceeds goes to the Glastonbury Assessment Fund to help meet the financial needs of the GLA.

Examples:

		Estimated Negotiated Formula ↓
1. 99-Year Estate Purchase in March 1985 for $34,722.50		
a) Unadjusted Upgrading Fee: Original Purchase Price x .053	$1,840.29	-0-
b) Inflation Factor: 50.3% x Unadjusted Upgrading Fee	927.51	-0-
c) Fee Simple Upgrade Fee	$2,767.80	-0-
2. 55-Year Estate Purchased in March 1987 for $33,150		
a) Unadjusted Upgrading Fee: Original Purchase Price x .176	$5,843.40	x 10% 3,315.
b) Inflation Factor: 42.8% x Unadjusted Upgrading Fee	2,500.97	-0-
c) Fee Simple Upgrade Fee	$8,455.37	3,315.
3. Life Estate Purchased in March 1989 for $25,500		
a) Unadjusted Upgrading Fee: Original Purchase Price x .333	$8,491.50	x 20% 5,100.
b) Inflation Factor: 31% x Unadjusted Upgrading Fee	2,632.36	-0-
c) Fee Simple Upgrade Fee	$11,123.86	5,100

Fee Simple Upgrading for Subdivided Tracts:

Any tract that has been legally subdivided may be upgraded to fee simple ownership. The same formula will be used except that the Fee Simple Upgrade Fee will be multiplied by the percentage of acreage of the original parcel that has been subdivided. Undivided interests may only be upgraded with the entire parcel.

Example:

55-Year Estate Purchased in March 1987 for $33,150 was subsequently subdivided. Tract A is 2 acres which is 10% of the original tract.

a) Unadjusted Upgrading Fee: Original Purchase Price x .176	$5,843.40
b) Inflation Factor: 42.8% x Unadjusted Upgrading Fee	2,500.97
	8,455.37
c) Fee Simple Upgrade Fee x 10%	$ 845.53

Standard Terms and Conditions:

- Cash payment in full at time of closing.
- This policy is effective upon approval and recordation of Restated Declaration of Covenants
- Fees and terms are subject to change without notice.
- Parcels to be upgraded are subject to the terms and conditions of a standard purchase agreement and covenants, conditions, restrictions and easements of record.

Community of Glastonbury
Land Owner Covenant Complaint Form

Date _____

Name Of Land Owner Complainant: _____
address

Specific section in Covenants relating to alleged violation # _____
Regarding: _____

History of Problem:_____
_____
_____
_____
_____
_____
_____
_____(attach sheet if more space needed)

Name of Landowner involved in purported violation: _____

Have you communicated with this landowner and tried to resolve the alleged violation? _____ (If no, please do so before submitting a complaint.)

If you have attempted to communicate and resolve the problem on your own give the date and time and details of the exchange: _____
_____
_____
_____
_____
_____(attach sheet if more space needed)

Reviewed by Land Owners Association Board on:_____

Recommended Action: _____
_____
_____
_____
_____
_____

Date received by Land Owners Association Board: _____

Mail this completed form to Glastonbury Land owners Association, P.O. Box ___ Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

July 17, 1997

Edward Francis
C.U.T. Executive Board
P.O. Box 5000
Corwin Springs, MT 59030

Dear Edward,

We are writing with regard to the new partnership being established between Glastonbury and Church Universal and Triumphant. We believe that in addition to having fallen short in its objective as an Ascended Master Community, Glastonbury is also a failed real estate development. The new paradigm, as we understand it, is for us to work collaboratively to reenergize Glastonbury as a community as well as a successful real estate development project. It is with the belief that we are in a survival mode that requires extraordinary measures, and in the Spirit of cooperation that we are writing.

All of us, not just our church (as the developer), have a stake in the manner in which this conversion to fee-simple ownership takes place. This subject is very sensitive, especially to long-standing Glastonbury landowners who are your strongest allies in rejuvenating this project.

It is essential that any public statements or actions by church authorities regarding Glastonbury be coordinated with the Glastonbury Landowners Association (GLA) and/or the Glastonbury Teaching Centers. The credibility of the church leadership and Glastonbury leadership rests on this premise. This having been said, we are requesting a meeting with the Executive Board to discuss the method by which Glastonbury property ownership is converted from estate-for-years/life to fee-simple ownership, before a final decision or notice is sent out to the current landowners.

Some of our thoughts on this matter are:

1. It is very difficult to determine land valuation in Glastonbury, since no comparisons truly exist. Many landowners believe the price was inflated at purchase and has subsequently been devalued as a result of inadequate covenant enforcement and the absence of community facilities other than basic infrastructure. The high percentage of mobile homes, their noncompliance with the existing covenants, their close proximity to site-built homes, and the occurrence of unsightly and incomplete structures (especially shelters), are some examples.

2. Many of the early purchasers of Glastonbury property are longtime Church supporters, yet at the present time are just barely able to economically sustain themselves. These are not entitlement-conscious people who go through life looking for handouts. These are people who made a sacrifice coming here, came with faith and generosity to be part of the vision to build an Ascended Master Community in Glastonbury. For Glastonbury to be put on a new course, the existing landowners need to be highly motivated and enthusiastic to turn this community into a going concern. This will require several years of hard work and enthusiasm on the part of the current landowners. It is imperative, therefore, that a collaborative partnership be established up front for Glastonbury to become successful.

3. With the changes that have taken place over the last few years, many landowners are rethinking where they should live. These are very dedicated church members who are having second thoughts about the importance of continuing to live here, wondering if the need for Glastonbury is of sufficient importance to continue the sacrifice.

4. The landowners of Glastonbury need a taste of success and a hope for a community victory. Glastonbury desperately needs to know it will have a close working relationship with an understanding and cooperative church leadership who will make positive and progressive decisions concerning Glastonbury, and be true partners in a unified vision.

5. We encourage you to consider that it would be advantageous for Church Universal and Triumphant, as the real estate developer and owner of all prospective commercial and recreational land, to protect its financial interests in this community by nurturing its relationship with its most valued customers, the current landowners, in addition to doing some development to attract new customers to Glastonbury. We believe it is vital that a dynamic and trusting relationship with the current landowners be embraced to accomplish this end. This, in turn, is what will attract outside buyers and developers. In the long view, this is an important key to making Glastonbury a successfully integrated community and profitable real estate development.

Please let us know at your earliest possible convenience when we might meet with the Executive Board to further discuss this matter.

In the Spirit of cooperation and with best regards,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

c: Gilbert Cleirbaut
Andreas Fortino
Rev. Neroli Duffy
Murray Steinman
Kathleen Boyle
Teresa McNicholas
Richard Smith
William Malik

1997-09-15_BDGN.pdf

Glastonbury Landowners' Association Meeting
Board of Directors Meeting
Minutes of Meeting
September 15, 1997

1. Call to Order, Invocation -- Patrick Wolberd opened the meeting at 7: 40 p.m.
Present: Patrick Wolberd (President), Eleanor Schieffelin (Vice President), Joan Murphy (Secretary), Nadim Issa (Treasurer), Walter Wunsch , Carla Healy and Marjorie Lombard.
Absent: Philip Hoag and Dan Kehoe.

2. Reading and Disposition of Minutes -- The Minutes of August 23rd were approved as corrected.

3. Order of Business -- It was agreed that the initial focus of the meeting would be clarification of the Restated Declaration of Covenants and the mail-in vote timetable.

4. Current Business --

4.1 Ullrich Letter. An acknowledgment letter to Kathleen Ullrich from the GLA Board regarding her removal of her non-compliant mobile home from Glastonbury North was read.

4.2 Kenley Letter. A letter dated 9-9-97 from Malkolm and Jennifer Kenley to Edward Francis was read. A copy of the letter is attached.

4.3 Review of Restated Covenants. President Patrick Wolberd asked the audience of Glastonbury residents to follow the usual protocol for asking questions, and to keep their comments to the point. He stated that this was not the time to discuss making changes to the covenants, rather to seek clarification. He also reminded the audience that there would always be a chance to revise the Covenants in the future, probably on an item-by-item amendment basis.

It was also stated at the outset that the number of voters needed to pass the Covenants was tallied differently than in regular county elections. In the latter, 51% of those who actually vote put a candidate into office. In the case of the Covenants, it is 51% of all the membership, not just those voting, who will decide. And thus, at least 51% of the membership must respond. If many of the Glastonbury voting members are indifferent and do not vote, the new Covenants could be struck down due to lack of affirmative votes.

Questions or comments about the final draft of the Restated Covenants were solicited on a page-by-page basis. The main comments and any responses are as follows, referencing the sections and subsections of the Restated Covenants:

4.4 Section 2.06. Adoption of Land Use Master Plan.

4.4.1 Nadim Issa read a letter from John Alexander et al. which voiced concerns that because the Land Use Master Plan (LUMP) is unknown at this time, we may be giving up rights that we will later regret. Board Members responded that the LUMP will also need a 51% vote of the membership, just like the covenants, and that each member will have a chance to respond to them.

4.4.2 John Alexander voiced concern that 51% is not consensus. The President responded that when the GCPC was formed, Edward Francis recommended that the planning process operate from consensus, but that implementation would always require a vote.

4.4.3 One resident inquired whether on not current structures would be allowed under a LUMP. A Board member stated that this would be a matter for the voting members to decide, but that he would not support a LUMP that does not allow grandfathering of structures that were already in compliance with the current Covenants. Under the original Covenants, all Glastonbury landowners who want to build any structure on their property have always needed to go through the Glastonbury Project Review Committee (GPRC). It was also noted that the GLA Board can only make rules in accordance with the Covenants, to clarify those Covenants.

4.5 Section 3.16. Landowner (definition).

One audience member said that she had bought 2 acres from a landowner but that the subdivision paperwork was not ready, and thus they don't own their land yet, even though they have developed it. She wanted to know if they could still vote on the Covenants. A Board member responded that if one doesn't hold a valid deed to land, you can't vote on the Covenants. However, it was suggested that the questioner either get the landowner to give her a limited power of attorney, or to try to persuade the owner to vote as she would vote.

4.6 Section 4.02. Landowners' Animals.

4.6.1 One audience participant commented that he thought landowners should be able to have a dog that would threaten humans when people trespass onto their property without asking permission. He said this should include road easements, which are owned by the landowner. The clarification was that the landowner has the right to use his land that has an easement in a manner that does not infringe on the easement use. This has been true under the old Covenants, and will remain true under the new ones.

4.6.2 Another Board member commented that "we can't change the proposed Covenants now, because they are already in the hands of the members. If they are approved,

and if you have a disagreement with the Covenants, you will need to work on amending them at a later date."

4.6.3 There was a general discussion about governance. It was observed that there seemed to be a concern among some landowners that they can't trust anyone who governs. But without any Covenants at all, we would have a community without any rules. It was also stated that although power can be abused, rules can also free us up, and that possible abuse was no reason to vote against reasonable rules. We were reminded that under the old or the new Covenants, any landowner can go through due process using arbitration or the court system.

4.7 Section 5.13. Mineral Rights.
Question - Do we get mineral rights with a fee-simple title? Answer - No. Some are retained by the developer and some by a previous owner. If you want mineral rights, negotiate their purchase with the developer. You do retain subsurface water rights.

4.8 Section 8.01. Platted Road Easements.
Subsection "I" -- Someone asked if the "valid operator's license" language included a learner's permit. Response: Yes.
Subsection "j" -- In response to a concern that one couldn't do what one wanted on one's own road easement land, a response was that the Covenants were designed to protect the landowners' rights as well as those of the ones needing to use the easement.

4.9 Section 9.06. Review Process.
Question - Does a propane tank needed to be approved by the GPRC? Answer -- No. The structure requiring the tank does.

4.10 Section 10.02. Enforcement of Covenants.
P. Wolberd commented that with one of the earlier drafts of the Restated Covenants, there was a concern that a landowner would have no choice but go into binding arbitration. He had asked Edward to modify this to not *require* arbitration and preempt someone's right to go to a court of law. The language was changed so that binding arbitration would rule only if all parties agree.

4.11 Section 11.06. Effect of Non-Payment of Assessment.
4.11.1 Question -- Does a lien that gets recorded at the Recorder's Office affect one's land title? Answer: Yes, any lien can complicate a sale, and that's the clout of a lien. A lien has never been put on a Glastonbury landowner's property due to unpaid assessments, but the Association might wish to do so in the future. In addition, if landowners sell their parcel and have such a lien, the amount due would just be paid out of the proceeds. It was pointed out that, although there is no authority for the Board to impose fines, the Covenants do allow the Board to make a rule as to when to put a lien on property. If someone is

considering selling their property, they must take note and be very clear who is responsible for paying the lien.

4.11.2 Another concern: 1.5% interest/mo is 18% per year and this seems too high. Response: This is a common rate of interest on credit cards and businesses. We are not a lending institution. We must compete with others in the business world or we could reasonably be the last to be paid by a landowner with his money. In fact, Glastonbury is now almost $20,000 behind in unpaid assessments.

4.11.3 Clarification was requested for paying the 1998 assessments under the new Covenants. Response: For each legal parcel, payment is $120 for land/yr. Each dwelling is $120/yr. If it is a co-tenancy parcel, each co-tenant pays $120 for land and $120 for his dwelling, as if he owned a subdivided piece. It would no longer be $240 divided by the co-tenants. Thus, this assessment structure gives no incentive to avoid subdividing.

4.11.4 The question arose as to whether common land on one's own parcel was subject to assessments. Answer: No, if not a separately subdivided tract. Yes, if it is a separately subdivided tract.

4.12 Section 12.02. Districts.
Question -- How do special districts get formed? Answer - It is a decision not to be made by the Board, but requires the "written consent of the Association." See the Bylaws for this, since Section 10.01 states that the "Association... shall manage its affairs in accordance with its...bylaws." The Bylaws describe how the Association decides to take action on something (Pages 3 & 4, Article 5, Section F4). They state that the governing percentage would be 51% of the total membership interest who cast votes at the meeting. They also state that there must be advance notice of an agenda, which would include any voting. Therefore, it wouldn't be possible for someone to slip a hidden voting agenda into a meeting without notifying the entire community. A quorum is 25% of all landowners of the Association.

4.13 Section 5.08. Cottage Industry and Light Manufacturing.
A landowner wrote a concern that it was difficult to establish these industries in the Community, and that this would be greatly helped if the developer would give land for a central point for warehousing, etc. The questioner was encouraged to join the LUMP committee and to work with his ideas in that group, as this was not a Covenant matter.

5. Open Floor Comments. Review of the Covenants was concluded. Other points of discussion:

5.1 Someone mentioned that there were at least four roads that desperately needed work. Carla Healy acknowledged that this was the case and something would be done. Someone

else mentioned that this was a good reason to collect assessments, and that if the funds of the GLA run out, the GLA has no obligation to plow certain roads. In essence, the GLA can't be required to do something if there is no money to do it.

5.2 Question - Where does the land for the teaching centers fit into the picture? Answer - Someone commented that they remembered Edward had originally said that the developer would give 20 acres of land to the Teaching Centers and that they could pick out their spot, but that later they heard he said he was not including the right to choose from Reserved Land. Patrick Wolberd stated that the Board is arranging a meeting between the GLA Board, the executive Board of the developer, and representatives of the two Glastonbury Teaching Centers to discuss this matter.

5.3 Question - When will the LUMP be completed? Answer - P. Wolberd said he hopes it will be when the first elected Board of Directors of the GLA takes office, and that a first priority will be to form a LUMP committee.

5.4 A comment was made that Michael Van Hausen has some time available now, and that maybe it was a good time for him to help us with the LUMP.

5.5 Patrick Wolberd concluded in a statement for the Board that the Restated Covenants are being presented for a vote by the membership as a package, not piecemeal. He said that if you object to one or a few things, it is better to vote for them and then amend them later, than to vote against them or abstain from voting (since an abstention counts basically as a "no" vote by decreasing the percentage needed to pass the vote). If the membership does not vote for the Restated Covenants, the original Covenants will remain in effect. The new Covenants are important because they create the right of landowners to self-govern. He said it is also important to realize that our attorneys have advised us that the old Covenants probably won't stand a court challenge of being a closed community, and that such a lawsuit is only a matter of time. The attorneys we hired felt we were at high risk for such a lawsuit. All landowners got a letter stating clearly that the Board is encouraging all members to vote *for* the new Covenants. It is hoped all members will do so in the spirit of moving forward. Then, if there are concerns about certain points in the new Covenants, he encouraged members to bring these concerns to the first annual meeting (or soon thereafter) and ask that they be examined as possible amendments to the new Covenants. If we don't vote these Covenants in, we will have a Landowner's Association vulnerable to law suits. He encouraged people to look at the big picture, weighing any doubts against the impact of voting no.

5.6 A member in the audience commented that this document was a product of consensus, and it would not be a perfect document. He said that even the U.S. Constitution, which has terrible flaws, is still the best government in the world. It is the people in the community

that will make it work. This system will allow good people to do well. He encouraged people to be active and participate.

5.7 The vote will take place on Saturday evening, 9-20-97, during the St. Germain services at each Glastonbury.

5.8 Someone commented that the developer still owns 66 parcels and so under the new Covenants they would pay Glastonbury about $660/month in assessments.

5.9 Patrick said that Edward Francis had told him that when we pass a LUMP, the developer could then endorse Reserved Land being brought under the Covenants.

5.10 There was also a question regarding the 51% needed to change the Covenants. The concern was that a new developer might buy land in Glastonbury; if the new developer held a large block of land he might then have a controlling interest. The current developer has a large block and is in this position.

5.11 It was stated that the last day to vote on the Covenants is September 20, 1997, and that the ballots must only be postmarked (not received) by this date. Concern was voiced that the ballots were not sent out until September 6, and that it typically takes 10 days, perhaps more, to reach Europe. Some landowners are even farther away, for example, in Tasmania. The point was made that even if these landowners received their ballot by September 16, they would have only 4-5 days to read the Covenants and respond. Although it was generally agreed that the lack of consideration time for overseas members was a regrettable error and oversight, the only way to rectify this would probably be to redo the entire voting process, which would take a considerable amount of time and money. Carla Healy stated that the developer had received only a few written comments from the field about the new draft Covenants that were sent out in April.

5.12 The question arose when the voting for the new Board would occur. Answer: sometime in November.

6. Old Business --

6.1 Walter Wunsch asked for formal Board approval of $500 for Glastonbury North and $500 for Glastonbury South for road maintenance. Walter moved to authorize payment of road bills up to $500 for Glastonbury North and $500 for Glastonbury South. The motion was seconded and passed unanimously.

6.2 Eleanor Schieffelin handed out copies of a memo on knapweed to each Board member. The comment was made that the Community must spray at the right time or we will miss the cycle to control the knapweed. In addition, we must spray during a dry time, or most of the

poison will be washed off. The President agreed to put this matter on the Agenda as a new business item for the September 27 meeting.

7. **Adjournment.** The meeting was adjourned at 11 pm.

8. **Next Meeting.** The next meeting date is scheduled for September 27, 1997 at 9:00 am at the North Glastonbury Teaching Center.

Submitted by Lucia Hodges
Assistant Secretary

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
September 15, 1997

1. Call to Order, Invocation (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees
   - 4.1 Treasurer Report

     Follow-up: W. Wunsch & N. Issa - retain Doug Holm & obtain a letter of understanding regarding services provided

     Follow-up: W. Wunsch - send letter to H. Kramer re booking decision

     Follow-up: P. Hoag - draft letter to landowners re five points noted
   - 4.2 Ad hoc Budget Committee Report

     Follow-up: Nadim Issa - phone tree on committee membership
   - 4.3 Nominating Committee Report (Moved up on agenda to 3. Order of Business)
   - 4.4 Ad hoc Road Committee Report
5. Ombudsman Report
6. Unfinished Business
   - 6.1 Community Assessment Fund reimbursement from Community Planning Fund

     Follow-up: C. Healy - response to Kehoe draft reimbursement request memo
   - 6.2 Sullivan and Tabarraci Bill

     Follow-up: C. Healy - get check cut from Community Planning Fund & sent
   - 6.3 Johansson Road Work Reimbursement Request

     Follow-up: Walter Wunsch - call Rai Johansson re Board decision
   - 6.4 Fee Simple Upgrade Conversion
   - 6.5 New Assessment Format

     Follow-up: Nadim Issa - Project income on new plan Vs old plan by 8/12/97
   - 6.6 Covenants Vote Time Table

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
September 15, 1997

6.7 Nap Weed Spraying Notice to Landowners

6.8 Hite/Segal/Brailsford Parcel Complaint

Follow-up: P. Wolberd - send a file copy of letter to Brailsfords

6.9 Kathleen Ullrich Junky Trailer Complaint

Follow-up: P. Hoag - call K. Ullrich on notice of covenants violation

6.10 Complaint Procedure

Follow-up: P. Hoag - present final complaint form for Board approval

6.11 Fridley Creek Blockage

Follow-up: D. Newhouse - progress report

7. Tabled Business

7.2 Court Ordered Community Service - Nadim Issa

7.3 William Pitt No Trespassing Signs - Carla Healy

Follow-up: tabled pending completion of complaint form

8. New Business

8.1

8.2

8.3

8.4

9. Open Floor Comments

10. Next Meeting - September 27, 1997

11. Adjournment

GLA - Board of Directors Meeting - 9-15-97

Landowners & Community Members in attendance:

Christina M. Strauss
Regina M. Wunsch
Raya Johansson
Laurel Matthews
Roelof Varkevisser
Lorene Hull
Anita Wolford
J Alexander
David Kehoe
Jacob Meyer
Steven Webb
Margaret Roach
Andrew Field
Richard Adams
Joan Healy

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Glastonbury Landowners' Association Meeting
Board of Directors Meeting
Minutes of Meeting
September 27, 1997

1. **Call to Order, Prayer** -- Patrick Wolberd opened the meeting at 9:20 a.m.
Present: Patrick Wolberd (President), Eleanor Schieffelin (Vice President), Joan Murphy (Secretary), Dan Kehoe, Sr., Walter Wunsch , Marjorie Lombard, and Carla Healy.
Absent: Philip Hoag and Nadim Issa (Treasurer). It was agreed by all present that the meditation music "Pomp and Circumstance" would be played at the opening of each meeting.

2. **Reading and Disposition of Minutes** -- The minutes of September 15 were approved as corrected.

3. **Order of Business** -- It was agreed that results of the vote on the Restated Declaration of Covenants would be taken out of order and discussed first.

3.1 Comments, Vote Outcome. (Item 8.1)

3.1.1 Voting Results. C. Healy announced that the Restated Covenants had been voted in by the landowners, and that she has filed the Covenants in the Park County Clerk and Recorder's Office at 4:00 p.m.on September 26, 1997. At the time of filing of the Covenants, there was a total of 88.173 affirmative votes out of a possible 140 votes (i.e. 62.98%) from Glastonbury landowners other than the Church . In order for the Covenants to pass at the required 51% of all members, 71.4 votes from non-Church landowners were needed.

3.1.2 The Church Vote. C. Healy said that Edward Francis voted on behalf of the Church late on the evening of September 20, after all voting other than the remaining mail-ins had taken place. The Church has 66 tracts, and thus 66 votes, out of the total of 206 tracts. This brought the total number of affirmative votes to 154.173 out of a total possible number of votes of 206. Thus, there was a 74.8% majority of parcels/tracts registering an affirmative vote for the Restated Covenants.

3.1.3 Disqualified and Other Types of Votes. C. Healy noted that there were several votes that were disqualified for various reasons. Two had been postmarked after the specified date of 9-20-97. Two were photocopies, and thus could not be recorded. In addition, there may still have been votes that were re-routed in the mail and/or not received as of the date of this meeting. There was a total of 1.67 "no" votes, which came from the votes of five landowners who objected to the new Covenants. Most of those objecting had written letters explaining their rationale for doing so. Linda Ullrich sent in one such letter, but afterwards changed her mind and sent another letter saying she would like to go on record as supporting the new Covenants.

3.1.4 Reporting the Results of the Vote.

Discussion: The point was made that out of 242 landowners (actually quite a few more individuals if you count spouses separately), only 5 or so individuals had objected to the new Covenants. Many in attendance felt it was important to stress this fact when reporting the results of the vote.

Follow-up: C. Healy is to collate the voting results. She is also to draft a brief announcement of the results for the Saint Germain services this evening. She will give Kim Michaels the information he needs to write an article on the vote of the Covenants.

3.1.5 Thanks. W. Wunsch thanked Joan Murphy, Eleanor Schieffelin, Carla Healy and Margaret Alfaro for calling landowners and reminding them to vote for this important document. An association member commented that all but one landowner in South Glastonbury turned out to vote, and that this was a heartening development that should be reported in the Glastonbury Herald. She said it indicated that many landowners were happy with the new paradigm, and interested in welcoming others into the community.

4. Officer and Committee Reports --

4.1 Treasurer's Report. No report.

4.1.1 Accountant/Bookkeeper.

Discussion: W. Wunsch reported an informal quote Doug Holmes had given to him to act as our accountant. He also said that Hildegarde Krammer had agreed to pick up mail at the Glastonbury post office box, do a manual entry of all checks received, tally them manually, and give the information to Doug. Once a month he is then to give a report to the Board. Through this process, Hildegarde will be keeping her own ledger and can provide a double check for the accountant. She will also distribute or reroute any other Glastonbury mail to the proper person. W. Wunsch said that Hildegarde would be able to start this task immediately, and would be willing to work with the developer to help iron out any current assessment problems and discrepancies, as this needs to be done as soon as possible.

Action: W. Wunsch moved and C. Healy seconded to retain Hildegarde Krammer as a volunteer to act as the Glastonbury assistant bookkeeper as had been discussed, and as a liaison between the GLA and Doug Holm's accounting firm. The motion passed unanimously. It was agreed that the GLA would reimburse Hildegarde for any direct out-of-pocket expenses she might incur in this position.

Follow-up: W. Wunsch will consult with Doug Holm and get him to finalize his offering of services in a letter of agreement for Board approval. N. Issa is to meet with Hildegarde and relay any relevant accounting information. J. Murphy is to give Hildegarde a PO box key. C. Healy is to show Hildegarde how to interpret the Special and Community Assessment accounting format, and work with her to take the Church figures and transfer them to the new GLA bookkeeping account. After Hildegarde has done all the necessary data entry, W. Wunsch will draft a letter to all landowners explaining the new accounting/bookkeeping system.

4.2 Ad Hoc Budget Committee Report. No report.

4.3 Nominating Committee Report

4.3.1 Nominations.

Discussion: The process for completing nominationns was discussed.
Action: J. Murphy and E. Schieffelin will coordinate finalizing the nominations.

4.3.2 The ballots.

Discussion: E. Schieffelin presented a sample ballot. It was felt that there needed to be two separate kinds of ballots -- one for those present for voting in Glastonbury, and one for those absent. Those in absentia should be required to sign their name on a ballot or cover sheet, in order to prevent anyone from voting more than once. It was decided that a secret ballot was preferable to an open one, but that this would only work for landowners voting in person. One Board member suggested that there should be very clear instructions on a sheet separate from the ballot. Also to help with clarification, there should be separate ballots for North and South. If anyone wishes to volunteer to research the matter, the Board would like to know what other landowner associations do for their voting procedures for officers. Finally, it was noted that according to the Bylaws, in Board elections co-tenants have only a fractional vote, and that it takes 51% of total members in good standing who are *voting*, i.e. not 51% of all landowners, as was the case for the ratification of the Covenants.
Action: The general format of the ballots were agreed to as discussed. It was also agreed that the official voting date would be at the annual meeting on November 16, as this would give landowners overseas about a month to consider the nominations and to get in their vote. To be valid, a ballot must be *received* by that date.
Follow-up: Secretary J. Murphy will get the ballots out as soon after the next GLA meeting of 10-6-97 as possible, since the Board decided to give final approval of the ballot at that time.

4.3.3 Voting Protocol - in Person

Discussion: In order to be sure no landowner votes more than once, and to be able to prove after the fact that the election was valid, certain protocols would need to be established. For example, in municipal elections, each person coming in to vote must sign in a record book for that precinct. It was commented that voting lists, one for the eligible landowners of Glastonbury North and one for those in Glastonbury South, and indicating the fractional vote of each landowner, could be used as an official membership role, and could be updated as needed.
Action: It was agreed that there would be two Board members at each of the polling places to act as polling officials. The polling officials would be responsible for accepting the ballots and seeing that each landowner signs hiher name on the appropriate place on the list. The polling officials are to certify at the end of the election in a notarized statement that the voting occurred lawfully, as specified in the Covenants.
Follow-up: C. Healy will prepare the voting list, separating the eligible landowners of Glastonbury North and South, and indicating the fractional vote of each landowner. Secretary J. Murphy will prepare a statement for each polling official to sign and have notarized after the voting. E. Schieffelin will revise the ballot, using as the format the ballot used for the GCPC election.

4.3.4 Voting Protocol - via Proxy or Mail.

Anyone not able to attend the annual meeting may vote by mail or by proxy. A vote by mail must be received by the meeting day. Anyone choosing to vote by proxy may give their signed proxy to anyone who will be in attendance. D. Kehoe and E. Schieffelinn offered their names as proxies for Glastonbury South and North, respectively, for anyone who does not have a designated proxy. The proxies may be mailed to them to PO Box 316, Emigrant, MT 59027, or faxed to them. D. Kehoe's fax number is 406-333-4379; E. Schieffelin's fax number is 406-333-4495 (call first before faxing). All proxies will be filed with the voting roll sheet.

Follow-up: Margaret Alfaro and Dan Kehoe are to provide E. Schieffelin with a sample generic proxy statement. Eleanor is to have the proxy ready by the next meeting for Board review.

4.3.5 Voting by Fax.

Discussion: It was asked whether the Board would accept a fax vote for this ballot, i.e. for voting in officers of the GLA.

Action: Yes. The Board established a rule that the GLA will accept a fax communication on any item but one which requires a legal filing.

4.3.6 Voting Eligibility - Community Assessments.

Discussion: A 5-point proposed newsletter from P. Hoag to send to all landowners was also read (see attached). The new Covenants specify that in order to vote in a Glastonbury election, one needed to be "in good standing," and that in order to be in good standing, landowners must be paid up on their community assessments (Article V, Page 22, Section F). There followed discussion about appropriate dates (1) by which payment must be paid through, and (2) by which payment must be received and noted in the Glastonbury office.

Action: It was agreed that landowners must be paid current on their assessments through September 30, 1997, with payment received by October 31, 1997.

Follow-up. J. Murphy will work with H. Krammer and C. Healy to determine the list of landowners eligible to vote. C. Healy is to prepare the wording for a Telephone Tree to the TCs mentioning that many people owe community assessments, and requesting that landowners get their payments in before the winter snowplowing so that we can afford to plow their roads.

4.3.7 Voting Eligibility - Proof of Ownership.

Discussion: Question -- an individual said he had just purchased land and wanted to know if he was eligible to vote and/or run for office. Answer -- If a buyer has not previously notified C. Healy about a land transfer, he must do by October 31, 1997, by presenting proper documentation (i.e., a deed) to C. Healy in order to be eligible to vote in the 11-16-97 election.

4.3.8 Letter to Accompany Ballots.

Discussion: D. Kehoe presented a letter he had drafted to accompany the ballots to all landowners.

Follow-up: J. Murphy is to finalize this cover letter. The letter should include a statement similar to the following: "Some payments you have made for Community Assessments may

not have been reflected on your last statement. If you are not in agreement with the amount owed, you still must pay the amount due in order to be eligible to vote. Any credit due you after the vote will be credited to your account as soon as the Association's new accountant can make a final determination."

4.3.9 Ombudsman.

Discussion. The Board noted that the position of Ombudsman was an elected one, and thus needed to be added to the ballot. A member commented that Linda Ullrich might be interested in being the ombudsman.

Action: Since the GLA Board is also the Nominating Committee, it was decided to send forth a Telephone Tree asking if anybody wanted to fill this position. They also decided to mention in the same Tree that if anyone was interested in running for the new Board of Directors they should call Joan Murphy.

Follow-up: J. Murphy will talk to Linda to see if she would like to be nominated for Ombudsman. She will also draft a Telephone Tree soliciting nominations, and the Board will review the draft Tree at the next meeting.

4.4 Ad Hoc Road Committee Report.

Discussion. W. Wunsch gave a road committee report. He, David Newhouse, James Healy and Norm Garwood had toured all of North Glastonbury. They made notes of the work that needed to be done immediately, as well as of less pressing work for the future. He said there were many gray areas of responsibility between the developer and GLA in regards to road maintenance. For example, he said there were many places where the roads had deteriorated due to lack of maintenance, and that therefore the developer has a responsibility to bring it up to proper standards. He also said that Norm (working for Archie Mann) had done an excellent job on past road grading.

Follow-up: W. Wunsch and the Road Committee will tour South Glastonbury this Sunday and take notes as they did for the North. He will then submit a written report about the findings to Secretary J. Murphy by October 3, including any detailed questions that the Committee feels will need to be submitted to the developer.

5. Ombudsman Report -- No report.

6. Unfinished Business --

6.1 Community Assessments for Community Planning Fund.

Discussion: The question was raised if we could not pursue this matter at thiis time. It was noted that we can't change a motion without giving adequate notice.

Action: The matter was tabled.

6.2 Tabarraci Bill. C. Healy noted that this had been paid.

6.3 Johansen Road Work. J. Murphy noted that this situation had been handled by W. Wunsch.

6.4 Fee Simple Upgrade Conversion. The meeting was held. See the Church letter of Sept. 5, 1997 about this.

6.5 New Assessment Format. The Board determined this project was no longer applicable. No further action required.

6.6 Knap Weed Spraying.
Discussion: E. Schieffelin handed out a memo from Nicola Woywitka, which summarized important questions concerning knap weed in the community (see attached). One Board member commented that the situation was serious and that we're losing the battle each year. It was mentioned that forming noxious weed districts might be one way to tackle the problem.
Action: The Board agreed that this was a matter for a Committee, and that the stage for that Committee must be set this winter, in preparation for an all-out knapweed assault next year.
Follow-up: J. Murphy will talk to Linda Ullrich to see if she wants to be a Chairman for a Noxious Weed Committee that would develop guidelines and recommendations to the GLA on how exactly to implement such a program.

6.7 Complaint Procedure.
Discussion: P. Hoag submitted a complaint form, and several changes were discussed.
Follow-up: L. Hodges is to format the changes and present it to the Board at the next meeting.

7. Tabled Business --

7.2 Court Ordered Community Service. No action taken.

7.3 William Pitt "No Trespassing" Signs. No action taken.

8. New Business --

8.1 Covenants Vote Outcome. See 3.1 above.

8.2 Possible Church Land Donated to the Glastonbury TCs.
Follow-up: President Wolberd is to send a memo to the Church Executive Board, with a copy to consultant Gilbert Cleirbaut, proposing a meeting with the TC directors and GLA Board representatives about this.

9. Open Floor Comments. None not noted earlier.

10. Next Meeting --
Discussion: Many of the Board members felt it would be wise to establish a standard meeting time and place for each GLA meeting, so that they could better plan it into their personal schedules. The Toastmasters are currently using the North Glastonbury Teaching Center on Monday evenings for their program, however the Board felt this also seemed the best place for the GLA meetings.

Action: There was a consensus that the Board would meet every 1st and 3rd Monday at 7:30 p.m. at the North Glastonbury Teaching Center. It was hoped that this would allow the necessary work to be done in a few hours or less, and meetings to be concluded at a reasonable hour of the evening. The next meeting date is scheduled for the first Monday in October (10-6-97) at 7:30 p.m. at the North Glastonbury Teaching Center. The following meeting will be on Monday, 10-20-97.
Follow-up: E. Schieffelin is to talk to Glen Trussell about Toastmasters finding a different place for their meetings.

11. **Adjournment --** The meeting was adjourned at 12:45 pm.

Submitted by Lucia Hodges
Assistant Secretary

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
September 27, 1997

1. Call to Order, Invocation (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees
   - 4.1 Treasurer Report

     Follow-up: W. Wunsch & N. Issa - retain Doug Holm & obtain a letter of understanding regarding services provided

     Follow-up: W. Wunsch - send letter to H. Kramer re booking decision

     Follow-up: P. Hoag - draft letter to landowners re five points noted
   - 4.2 Ad hoc Budget Committee Report

     Follow-up: Nadim Issa - phone tree on committee membership
   - 4.3 Nominating Committee Report (Moved up on agenda to 3. Order of Business)
   - 4.4 Ad hoc Road Committee Report
5. Ombudsman Report
6. Unfinished Business
   - 6.1 Community Assessment Fund reimbursement from Community Planning Fund

     Follow-up: C. Healy - response to Kehoe draft reimbursement request memo
   - 6.2 Sullivan and Tabarraci Bill

     Follow-up: C. Healy - get check cut from Community Planning Fund & sent
   - 6.3 Johansson Road Work Reimbursement Request

     Follow-up: Walter Wunsch - call Rai Johansson re Board decision
   - 6.4 Fee Simple Upgrade Conversion
   - 6.5 New Assessment Format

     Follow-up: Nadim Issa - Project income on new plan Vs old plan by 8/12/97
   - 6.6 Covenants Vote Time Table

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
September 27, 1997

6.7 Nap Weed Spraying Notice to Landowners

6.8 Hite/Segal/Brailsford Parcel Complaint

Follow-up: P. Wolberd - send a file copy of letter to Brailsfords

6.9 Kathleen Ullrich Junky Trailer Complaint

Follow-up: P. Hoag - call K. Ullrich on notice of covenants violation

6.10 Complaint Procedure

Follow-up: P. Hoag - present final complaint form for Board approval

6.11 Fridley Creek Blockage

Follow-up: D. Newhouse - progress report

7. Tabled Business

7.2 Court Ordered Community Service - Nadim Issa

7.3 William Pitt No Trespassing Signs - Carla Healy

Follow-up: tabled pending completion of complaint form

8. New Business

8.1 Eleanore Schieffelin - Knapp Weed Memo

8.2

8.3

8.4

9. Open Floor Comments

10. Next Meeting -

11. Adjournment

Date _____

Glastonbury Landowners' Association
Complaint Form

Name of Landowner Complainant(s) _____

Name of Landowner(s) involved in alleged violation _____

Specific Section and Title in Covenants
relating to alleged violation _____

History of the Problem _____

Have you communicated with the other landowner(s) involved in the alleged violation, and tried to resolve the situation amicably? (If not, please do so before submitting this complaint.) _____

Date, time and details of your communication for attempted resolution: _____

(Attach separate sheet if more space is needed)

_____ Parcel No. _____, Glastonbury _____
Signature

Address _____

Please mail this completed form to the Glastonbury Landowners' Association, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

Date received _____ Date reviewed _____

Recommended Action _____

Disposition _____

Board Member Reviewing Complaint _____
Signature

Attendance Sheet

Meeting – GLA Board of Directors

9-27-97

David & Patricia Newhouse

Maffan

Rajiv Nunes

1997-10-06_BDGN.pdf

Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

October 6, 1997

1. Call to Order, Prayer -- Patrick Wolberd opened the meeting at 7:30 p.m.
Present: Patrick Wolberd (President), Eleanor Schieffelin (Vice President), Joan Murphy (Secretary), Nadim Issa (Treasurer), Walter Wunsch, Philip Hoag and Carla Healy. Absent: Dan Kehoe, Sr. and Marjorie Lombard.

2. Reading and Disposition of Minutes -- The minutes of September 27, 1997 were approved as corrected.

3. Order of Business -- The following items were discussed out of order:

3.1 (Agenda item 8.2) Review of Lunden Subdivision for Approval.
Discussion: C. Healy presented the Anders Lunden (Glastonbury South, Parcel 32) subdivision report for Board review. The developer no longer has this review responsibility since the establishment of the GLA. Since the developer's Project Review Committee has been disbanded, and since such subdivision requests must be approved by the GLA before being submitted to the county, it was decided that the Board be the acting Project Review Committee. In addition, it was noted that the developer's approval of a subdivision is still needed for any parcel in which it retains a remainder interest (i.e. any parcel which is not fee-simple).

3.1.1 Multi-family water system.
Discussion: A request was made to approve the project with the water system to be completed later (3b, "Final Subdivision Review Checklist/Committee Action" form). C. Healy said that the developer recommended not approving the subdivision until this requirement had been met.
Action: See Action under item 3.1.3.

3.1.2 Road Easement Language.
Discussion: It was noted by C. Healy that according to the "Policies and Standards for the Review of Proposed Subdivisions," there were several places on the plat where the proper easement language should be "existing private access," not "existing 60 ft. wide private access." There was a consensus that the language used was inconsequential and required no correction.

3.1.3 Extension of Electrical and Power Lines to Individual Tracts.
Discussion: A variance was requested to not install electrical and power lines to proposed tracts 32-D and 32-E (2a, 2b), thereby leaving the cost of these extensions to be negotiated between the buyer and the seller. It was observed that the Board now had the authority to

change this rule if they wished. It was suggested that it would be best to not change rules in the middle of a particular situation, but do so after sufficient research and discussion.
Action: C. Healy made a motion, E. Schieffelin seconded that the Board not grant the utility variance, and thus not accept the proposed Lunden subdivision until such time as items 2a, 2b, 3b were completed. The motion failed, 1 for (C. Healy), 4 opposed, no abstentions.
Action: P. Hoag moved, W. Wunsch seconded that a variance of items 2a and 2b be granted in this particular instance, requiring only a utility easement, pending reconsideration when the water system requirement is met. It was further agreed that the Board would agree to table the examination of Section 4.4 of the "Community of Glastonbury Policies and Standards for Subdivisions." The motion passed 5 in favor, 1 opposed (C. Healy), no abstentions.
Follow-up: Secretary J. Murphy is to inform the applicant of the Board's decision.

3.2 (Agenda item 4.4) Ad Hoc Road Committee Report.
W. Wunsch presented a Road Report from the committee (see attached).

3.2.1 County Road Responsibilities.
Action: W. Wunsch moved, N. Issa seconded that the GLA send a letter to Park County advising them of the deficiency at the bottom of Capricorn Drive and requesting its correction. The letter is to be prepared by W. Wunsch for President Wolberd's signature. The motion carried unanimously.
Follow-up: W. Wunsch is to prepare the letter for P. Wolberd's signature by the next meeting.

3.2.2 Landowner Road Responsibilities.
Action: W. Wunsch moved, N. Issa seconded that a letter be written to each co-tenant of the parcels belonging to L. Bodoh, the Quarrels and the McDonalds, identifying the road problems noted in the Committee's memo, and requesting a correction. The letter is to be prepared by W. Wunsch for President Wolberd's signature. The motion carried unanimously.
Follow-up: W. Wunsch is to prepare the letter for P. Wolberd's signature by the next meeting.

3.2.3 Developer Road Responsibilities.
Action: W. Wunsch moved, N. Issa seconded that a letter be written to the developer, detailing the work the Road Committee feels is the responsibility of the developer, and requesting a response and a meeting with the developer. The motion carried unanimously.
Follow-up: W. Wunsch is to prepare the letter for P. Wolberd's signature by the next meeting.

3.2.4 Road Maintenance and Schedule.
Action: W. Wunsch moved, N. Issa seconded that the GLA request a bid from Archie Mann for ongoing road maintenance in both North and South Glastonbury for a period of 6 months, at an hourly rate not to exceed $65/hr, without any added travel or mileage fees, and

according to a schedule to be specified by the Road Committee and approved by the Board. The motion carried unanimously.
Follow-up: W. Wunsch is to prepare a schedule of maintenance suggested by the Road Committee, noting which roads will be worked on in what order for the Board review at the next meeting.
Follow-up: W. Wunsch to obtain A. Mann bid by 10-20-97.

3.2.5 Snowplowing.
Action: W. Wunsch moved, N. Issa seconded that the GLA authorize the Road Committee to research the snowplowing options and costs, including transfer of the Royal Teton, Ltd.'s pick-up and plow to either Richard Johnson or to the GLA. The motion carried unanimously.
Follow-up: W. Wunsch is to present the results of its snowplowing research to the GLA Board at the next meeting.

3.2.6 Snow Fences.
Action: W. Wunsch moved, P. Hoag seconded that the Road Committee contact Richard Johnson to give the GLA a bid on repairing and installing snow fences in North and South Glastonbury, in accordance with the attached memo. The motion carried unanimously.
Follow-up: W. Wunsch is to present R. Johnson's bid to the GLA Board at the next meeting.

3.2.7 Road Side Weed Cutting.
Discussion: One of the members mentioned that Andrew Field had said he would find somebody to do this.
Follow-up: N. Issa will call Andrew about this and present the options to the GLA Board at the next meeting.

3.2.8 Gate on Hercules Road.
Discussion: An informal poll was taken concerning whose responsibility it was to move this gate, if necessary, for proper snowplowing.
Action: It was agreed that the gate is the responsibility of the GLA.

3.2.9 Trees Cut for Road Work.
Discussion: One of the members noted an objection that in the recent past, Archie Mann had pushed over several trees in Glastonbury South when doing roadwork there. W. Wunsch said he had given permission for Archie to do this, since they were in the path needed for snow plowing.
Follow-up: All interested Board Members should drive up to the area where the trees were bulldozed and see what they think. The matter was carried over until the next meeting.

3.2.10 Committee Composition.
Discussion: Concern was raised regarding possible conflict of interest regarding some committee members who may bid for contract services.
Action: Carried over to next meeting.

4. Reports of Officers and Committees --

4.1 Treasurer's Report.

4.1.1 September Report. Between 8-20-97 and 9-15-97, $988.50 was received in assessment fees. As of 9-15-97, the total amount received had been $4,739.44, and the balance in the checking account was $5,935.40. It was noted that some of the funds are for Special Assessments and must go to the developer, but the exact % was unclear. There had been $108 and some change in petty cash prior to reimbursing Secretary J. Murphy for stamps, copies and supplies. As of the meeting date there was $74 in petty cash.

4.1.2 October Report. Between 9-15-97 and 10-6-97, $639 was received in assessment fees. As of 10-6-97, the total amount received had been $5,378.44, and the balance in the checking account was $6,574.49.

4.1.3 Road Work Bill.

Discussion: N. Issa submitted a bill for $300 from George Elliott for road work. The GLA had authorized $500 of road work, of which George had already been paid $250, but discovered through the present bill that he had done an additional $300 of work.
Action: N. Issa moved, P. Hoag seconded that the Board authorize sufficient money for the road work done by Archie Mann and George Elliott to pay the undisputed bills. The motion carried unanimously.
Follow-up: N. Issa to pay the bills.

4.1.4 Petty Cash Fund Amount.

Discussion: The need for a petty cash fund was discussed.
Action: N. Issa moved, E. Schieffelin seconded that the Board establish a petty cash fund of $100, to be managed by the Treasurer. The Treasurer would be authorized to disburse funds up to $100 without additional Board authorization. Petty cash fund reimbursement, however, will require Board approval. The current motion included reimbursement up to $100. The motion carried unanimously.
Follow-up: N. Issa to establish a Petty Cash Fund and procedures for its use.

4.1.5 H. Krammer Follow-up.

J. Murphy has already given her the PO box key.
Follow-up: N. Issa is to meet with H. Krammer on 10-7-97, and will transfer all needed records to her at that time. C. Healy is to meet with her this week and will complete instruction and transfer to her by the next meeting.

4.1.6 D. Holm Follow-up.

Follow-up: W. Wunsch has done the letter to retain D. Holm, and will get it to N. Issa for Board review by the next meeting.

4.1.7 Letter Explaining New Assessments.

Discussion: A draft letter cannot be done until the new assessment system is in place, hopefully, in November. C. Healy said it can be combined with the Notice of Assessments which will go out in November/December.
Follow-up: W. Wunsch to draft a letter in time for the November Assessment Notice.

4.2 Ad Hoc Budget Committee Report.

Discussion: The committee, currently composed of Kenneth Mueller, Pedro Angel, John Alexander, and perhaps Mike Dirkers, has not met yet, since they have been waiting for the road memo detailing road expenses.
Action: It was decided this report can be tabled until the new board is elected.

4.3 Nominating Committee Report.

4.3.1 Cover letter and voting forms.

Discussion: Secretary Murphy read the annual meeting announcement cover letter and accompanying documents to landowners. Date, time and location were discussed. Nominees were finalized. Phone tree was done.
Action: The letter was approved by the Board as modified, with 11-15-97 as the new date. The proxy form, polling official statement and ballots were also approved. J. Murphy is to check Emigrant Hall, or other possible location for the meeting. She is also to verify prior to issuing the ballot that all Board candidates are paid up on their assessments.
Follow-up: J. Murphy is to report on the annual meeting place rental at the next meeting.

4.3.2 Landowner List for Election.

Action: C. Healy is to prepare this and get it to Secretary Murphy by 10-31-97. She is also to provide a copy of the Glastonbury form agreement wherein landowners agree to abide by the Covenants.
Follow-up: C. Healy to prepare list and bring form.

4.3.3 Ombudsman Nominee.

Discussion: Linda Ullrich declined. Margaret Roach accepted.

4.3.4 Board Nominees.

Discussion: The list of nominees was submitted and approved (see attached).

5. Ombudsman Report -- No report.

6. Unfinished Business --

6.1 Knap Weed.

J. Murphy said that Linda Ullrich had said she might be interested in forming a noxious weed committee.
Follow-up: J. Murphy is to confirm this with Linda.

GLA 00084

6.2 Complaint Form.
Action: P. Hoag moved, E. Schieffelin seconded that the Board accept the GLA complaint form as modified. The motion carried unanimously.
Follow-up: L. Hodges is to make the changes and get the final form to J. Murphy.

6.3 Teaching Center Land Letter.
Discussion: P. Wolberd presented a letter he had drafted to send to the CUT Executive Board. The letter was approved by the Board (see attached).
Action: P. Hoag moved, C. Healy seconded that the Board accept the letter as drafted. The motion was unanimous.
Follow-up: P. Wolberd to mail letter.

7. Tabled Business --

7.2 Community Service -- no action. (N. Issa)
7.3 No trespassing signs -- tabled pending completion of complaint form. (C. Healy)
7.4 Response to assessment reimbursement memo -- no action. (C. Healy)

8. New Business --

8.1 Photocopies of GLA Records. (J. Murphy)
Discussion: A member requested copies of all the voting documents pertaining to the new Covenants vote. The member also asked that as a member of the Budget Committee, would he be allowed to take the ballots for study and then return them? There ensued a number of peripheral questions concerning this matter, such as "What is considered 'reasonable access'?" and "Should we charge the same as the county for a member to make copies of our records?" and "Will we allow letters sent to the GLA to also be copied?"
Action: Regarding this specific request, it was agreed by consensus that since the voting results are on file in the county, the member could get any copies there. If copies of minutes are also requested, approval to copy them should be sought from the director of the North or South Glastonbury Teaching Center. Approval in this specific instance was granted to the member to go to the Secretary's house to look at the documents, but not be allowed to remove them from her possession.
Action: It was agreed that the Secretary or her designated representative be the only ones authorized to handle original GLA documents.
Action: Members should cogitate on the more general questions noted above. Further discussion tabled.

8.2 Review of Lunden Subdivision for Approval. (C. Healy, see 3.1 above)

8.3 Record of Procedures. (P. Wolberd)
Follow-up: It was agreed that the Assistant Secretary is to keep a list of policies or guidelines extracted from the minutes for easy reference.

8.4 Committee Membership Approval.
Action: Tabled.

8.5 Deed Records Transfer. (P. Wolberd).
Action: Tabled.

8.6 Public Access on Roads. (P. Hoag).
Action: Tabled.

8.7 Alexander Letter Copy. (J. Murphy)
Action: Tabled.

8.8 Glastonbury South Fire Water Reservoir Requirement. (N. Issa).
Action: Tabled.

8.9 Extension of Electrical and Power Lines to Individual Tracts. (P. Wolberd)
Action: Tabled.

8.10 Trees Cut for Road Work.
Action: Tabled.

9. Open Floor Comments -- None.

10. Next Meeting -- Monday, October 20, 1997, 7:30 p.m. at North Glastonbury.

11. Adjournment -- The meeting was adjourned at midnight.

Submitted by Lucia Hodges
Assistant Secretary

1997-10-06_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
October 6, 1997

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report

Follow-up: W. Wunsch & N. Issa - retain Doug Holm & obtain a letter of understanding regarding services provided

Follow-up: N. Issa - meet with Hildegarde Krammer to set up bookkeeping

Follow-up: J. Murphy - Get a P.O. Box key to H. Krammer

Follow-up: C. Healy - Get with H. Krammer to transition bookkeeping

Follow-up: W. Wunsch - Draft landowner letter explaining new assessment and bookkeeping system

4.2 Ad hoc Budget Committee Report

Follow-up: Nadim Issa - phone tree on committee membership

4.3 Nominating Committee Report

Follow-up: J. Murphy & E. Schieffelin - Coordinate finalizing nominees

Follow-up: J. Murphy - Mail annual mtg. notice and ballots by 10/10/97

Follow-up: C. Healy - Prepare eligible voter list for election

Follow-up: J. Murphy - Prepare polling official statement to sign & notarize

Follow-up: E. Schieffelin - Revise ballot for approval at next meeting.

Follow-up: D. Kehoe & Margaret Alfaro - Develop a proxy statement for approval at next meeting

Follow-up: C. Healy - Prepare phone tree re paying community assessments

Follow-up: J. Murphy - Draft annual mtg. letter for approval at next mtg.

Follow-up: J. Murphy - Discuss Ombudsman nomination with Linda Ulrich

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
October 6, 1997

4.4 Ad hoc Road Committee Report

Follow-up: W. Wunsch - Submit road report to secretary by 10/3/97

5. Ombudsman Report

6. Unfinished Business

6.1 Nap Weed Spraying Notice to Landowners

Follow-up: J. Murphy - Ask Linda Ulrich to chair a noxious weed committee

6.2 Complaint Procedure

Follow-up: L. Hodges - format complaint form for Board approval

6.3 Teaching Center Land Donation

Follow-up: P. Wolberd - Memo church ex. comt. re meeting

7. Tabled Business

7.2 Court Ordered Community Service - Nadim Issa

7.3 William Pitt No Trespassing Signs - Carla Healy

Follow-up: tabled pending completion of complaint form

7.4 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: C. Healy - response to Kehoe draft reimbursement request memo

8. New Business

8.1 J. Murphy - What is the Board position on providing copies of association documents to the members? One member has asked for a copy of the covenants voting documents.

8.2

8.3

9. Open Floor Comments

10. Next Meeting - Friday, 7:20 p.m., October 20, 1997, North Glastonbury

11. Adjournment

GLA - Board of Directors Meeting
10-6-97
In attendance:
Christina Strom
Neil Kremer
Laurel Matthews

1997-10-20_BDGN.pdf

Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

October 20, 1997

1. Call to Order, Prayer -- Patrick Wolberd opened the meeting at 7:40 p.m. Present: Patrick Wolberd (President), Eleanor Schieffelin (Vice President), Joan Murphy (Secretary), Dan Kehoe, Sr., Marjorie Lombard and Carla Healy. Absent: Nadim Issa (Treasurer), Walter Wunsch, Philip Hoag.

2. Reading and Disposition of Minutes -- The minutes of October 6, 1997 were approved as corrected.

3. Order of Business -- The following items were discussed out of order:

3.1 (Agenda Item 8.5) Kramer Subdivision.
Discussion: Neil and Linda Kramer presented to the Board a temporary minor subdivision plat for Parcel No. 18, Glastonbury South. The Kramers said that all of the other co-tenants of the parcel had given them approval to subdivide the land into two tracts, with only the Kramer homesite on the northern tract. There was discussion about this, as well as about the nomenclature for "tract," and whether or not the GLA should retain that nomenclature in the future.
Action: Since all the co-tenants share a joint well, the Board advised that the Kramers either secure a Well Agreement prior to subdivision with the other co-tenants, or drill their own well.
Action: It was agreed that any past points of non-compliance with Glastonbury rules would not be deemed "approved" should the GLA agree to any subdivision of the parcel into tracts.
Follow-up: C. Healy will provide the Kramers with a preliminary subdivision review checklist by the next Board meeting. Once the Kramers have completed the required items on the checklist, the Board will take the subdivision proposal to the next level. The matter of nomenclature was tabled.

3.2 (Agenda Item 4.4) Ad Hoc Road Committee Report.
Discussion: D. Newhouse gave a road report for Chairman W. Wunsch. D. Newhouse also presented a draft budget for road and related matters that he and J. Healy had put together, with the details as follows.

3.2.1 Road Work - Grading and ditching, snowfencing, snow removal and weed cutting.
Discussion: A. Mann had told J. Healy that he would charge $65/hr for road grading and ditching. D. Newhouse said he assumed this would include no charge for travel costs, and indicated he would confirm this with Mann. Regarding snowfencing, the

Road Committee estimated that it would take 4 days for Richard Johnson to install and repair snowfences in North and South Glastonbury; the rough estimate provided was 4 days at $10/hr for a total of $320 for labor plus $85 for materials. Regarding snow removal, the Road Committee presented the Board with an estimated cost of $5,000. It was noted by a Board member that the bill for snowplowing was $15,000 last year. C. Healy said that the Church had retained A. Mann to do snow removal in both the Golden Age Village and the road at the bottom of Sirius Dr. Norm Garwood will be doing the work for him, and plans to keep the grader at his lot in the Golden Age Village during the winter. Regarding weed cutting along the roads, no one had been contacted to bid on this. The Road Committee estimated that it would take around $1,000 do to the job in North and South Glastonbury combined.

Action: It was decided that the Board should obtain all bids in writing. M. Lombard moved, D. Kehoe seconded that the GLA Board authorize a maximum of $3,000 for winter road preparation work (grading and ditching) for North and South Glastonbury combined, once the Mann contract has been signed and approved. The vote was unanimous.

Action: C. Healy moved and D. Kehoe seconded that the GLA enter into a contract with R. Johnson to install and repair existing snow fencing in North and South Glastonbury, at a cost not to exceed $450, using his own or rented equipment. The vote was unanimous.

Follow-up: D. Newhouse is to negotiate the contract with A. Mann for an ongoing road maintenance agreement, including snowplowing, for the next 6 months. The Board asked that he represent the interests of the GLA and try to negotiate for a contract without travel costs; however, he is to use his discretion regarding this matter. The Board approved P. Wolberd to sign the contract if it is within the limits of the motion approved in section 3.2.4 of the October 6 minutes. If there is any deviation from that motion, he will call for a phone poll of the Board regarding the bid.

Follow-up: C. Healy is to contact R. Johnson to ask him to submit a formal written bid for snow fence work.

3.2.2 Road maintenance schedules.

Discussion: The revised road report for North Glastonbury was submitted by D. Kehoe for W. Wunsch and the Road Committee (see attached). It was noted that in addition to the report, a prioritized schedule of road maintenance was still needed.

Follow-up: W. Wunsch is to see that a member of the Road Committee prepare and present a schedule for road work in both North and South Glastonbury to the Board at the next meeting.

3.2.3 (Agenda Item 8.3) Alexander Road Letter. The Board was presented with a letter dated 9-20-97 that had been submitted to Royal Teton, Ltd. by John and Eileen Alexander, with a copy to the GLA, detailing their road problems (see attached).

Follow-up: W. Wunsch is to reply for the GLA Board to the developer's response to the Alexander letter once it had been received. D. Newhouse volunteered to help by talking to the Alexanders to see if they will accept the degree of road steepness as it currently

exists if the developer will agree to grade and ditch the road properly. C. Healy is to do what she can to expedite action on the part of the developer.
Follow-up: P. Wolberd is to send a letter of acknowledgment to the Alexanders relaying that the GLA received a copy of their letter, and that he trusts the ongoing negotiations will help to work out a solution. He is also to relate that many of the Alexander's items of concern had been included in the Board's road report to the developer.

3.2.4 Road letter from the GLA to the developer. P. Wolberd read a draft letter, to which was attached the revised road report of 10-20-97 (see attached).
Action: It was agreed to send the letter to the developer as written.
Follow-up: P. Wolberd to send the letter.

3.2.5 Road Committee Follow-ups.
Follow-up: Wunsch - Submit revised road report to secretary by 10-20-97 -- done.
Follow-up: Wunsch - Prepare Capricorn Dr. letter to county -- carry over.
Follow-up: Wunsch - Bodeaux et al. and MacDonalds et al. letter -- carry over.
Follow-up: Wunsch - Prepare developer letter -- mailed 10-20-97.
Follow-up: Wunsch - Prepare road maintenance schedule -- carry over.
Follow-up: Wunsch - Obtain Mann bid -- to be completed by D. Newhouse.
Follow-up: Wunsch - Present snowplowing research -- carry over.
Follow-up: Wunsch - Obtain Johnson snowfence bid -- verbal only. See 3.2.1 above.
Follow-up: Issa - Obtain weed cutting info -- carry over.
Follow-up: GLA Board - Inspect High South tree demolition along road by Kehoe shelter -- tabled.
Carry over: Committee composition conflict of interest -- There was consensus that anyone serving on the Board or a Committee of the GLA who finds himself in a conflict of interest in a capacity in which he is serving, shall abstain from any voting on such a matter. *(Guideline)*

4. Reports of Officers and Committees --

4.1 Treasurer Report - None.
Follow-up: Wunsch & Issa - Retain D. Holm and obtain a letter of understanding regarding services -- carry over.
Follow-up: Issa - meeting with H. Krammer to set up bookkeeping -- done.
Follow-up: Healy - Get with H. Krammer to transition bookkeeping -- done. It was noted by J. Murphy that she had been opening all the Glastonbury box mail, and giving to H. Krammer the checks to process. The Board agreed that it was best for a Board member to open the mail. *(Guideline)*
Follow-up: Draft landowner letter explaining new assessment and bookkeeping system with Assessments -- tabled.
Follow-up: Issa - Pay Mann and Elliot bills -- carry over.
Follow-up: Issa - Set-up petty cash fund and procedures -- carry over.

4.2 Ad hoc Budget Committee Report. None.

4.3 Nominating Committee Report.

4.3.1 Ballot date and time.

Discussion: J. Murphy reported that she had mailed the meeting notifications and ballots. She said the "Glastonbury Herald" had printed the date for the voting as Nov. 16, but that the Telephone Tree had correctly said Nov. 15.

Action: It was decided to send out another Telephone Tree as a reminder, stating the correct date, time and place, and also to have this announced at all services the weekend before the annual meeting.

Follow-up: J. Murphy is to be sure the tree and announcements are provided to those distributing the messages.

4.3.2 Nominating Committee Follow-ups.

Follow-up: Healy - Prepare landowner/voter list for election by 10-31-97 -- carry over.
Follow-up: Murphy - Prepare polling official statement - done.
Follow-up: Murphy - Secure annual meeting location -- done (Emigrant Hall).
Follow-up: Murphy - Certify which landowners are eligible to vote -- carry over.

4.4 Ad hoc Road Committee Report. See 3.2 above.

5. Ombudsman Report -- None.

6. Unfinished Business --

6.1 Knap weed spraying notice to landowners.

Discussion: Linda Ulrich is not interested in the job of chairing a noxious weed committee.

Action: The formation of such a committee was tabled.

6.2 Complaint procedure.

L. Hodges finalized the complaint form and a copy was handed out to each member.

Follow-up: J. Murphy is to provide copies of the form at the Annual Meeting for any interested landowners.

6.3 Teaching Center land donation.

P. Wolberd mailed a letter to the church regarding a meeting. A response was received from E. Francis that the issue would be presented to the executive board of the Church.

6.4 Lunden subdivision review.

J. Murphy informed the applicant of the Board's decision.

6.5 Procedure/guideline book.
L. Hodges established a guidelines book and will continue to maintain it.

7. Tabled Business --

7.1 Court Ordered Community Service -- (N. Issa)
7.2 William Pitt No Trespassing Signs -- (C. Healy)
Follow-up: Tabled pending completion of complaint form.
7.3 Response to assessment reimbursement memo --(C. Healy)
7.4 Community Assessment Fund reimbursement from Community Planning Fund --
Follow-up: C. Healy to respond to Kehoe draft reimbursement request memo.
7.5 Ad hoc Budget Committee budget development -- tabled until after elections.
7.6 Review of the "Community of Glastonbury Policies and Standards for Subdivisions" section 4.4 (installation of utilities) for possible revision.
7.7 Establish a protocol for committee membership approval.
7.8 Public Access on Roads -- (P. Hoag).
7.9 Glastonbury South Fire Water Reservoir Requirement -- (N. Issa)

8. New Business --

8.1 Developer transfer of deeds and other relevant records to GLA. (P. Wolberd)
Action: It was agreed that the Board would only request from the developer those deeds and other documents related to parcels/tracts with an active status before the Board. *(Guideline)*

8.2 Public access on Glastonbury roads. (P. Hoag). Tabled at previous meeting.

8.3 Alexander letter presentation. (J. Murphy) - See 3.2.6 above.
8.4 Glastonbury South fire water reservoir requirement (N. Issa) -- tabled at previous meeting.

8.5 Kramer subdivision. See 3.1 above.

8.6 Roach arbitration letter.
Discussion: Margaret Roach wrote a letter requesting that the GLA Board arbitrate a subdivision line dispute between the co-tenants of Parcel 47 North (see attached). There was discussion regarding the ongoing nature of disputes on the parcel, and the probable lack of objectivity on the part of each of the Board members.
Action: M. Lombard moved and E. Schieffelin seconded that the Board advise M. Roach that it would be in the best interests of the co-tenants of Parcel 47 North that they resolve their dispute(s) through either binding arbitration or the courts. The vote was unanimous.
Follow-up: P. Wolberd is to relay this decision to M. Roach.

8.7 Fee simple clarification. C. Healy asked that if anyone had questions about the fee simple conversion process they should contact her about them directly.

8.8 Project reviewer - identification and payment.
Discussion: It was decided that the GLA will need to hire someone to do subdivision review on a regular basis.
Action: The issue was tabled until the new Board could address it.
Follow-up: C. Healy is to ask James Healy if he would be willing to do this review for the GLA.

9. Open Floor Comments -- None.

10. Next Meeting -- Monday, November 3, 1997, 7:30 p.m. at South Glastonbury.

11. Adjournment -- The meeting was adjourned at 10:30 pm.

Submitted by Lucia Hodges
Assistant Secretary

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
October 20, 1997

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report

Follow-up: W. Wunsch & N. Issa - retain Doug Holm & obtain a letter of understanding regarding services provided by 10/20/97

Follow-up: N. Issa - meet with Hildegarde Krammer to set up bookkeeping by 10/7/97

Follow-up: C. Healy - Get with H. Krammer to transition bookkeeping by 10/20/97

Follow-up: W. Wunsch - Draft landowner letter explaining new assessment and bookkeeping system in time for November assessment notice

Follow-up: N. Issa pay Man and Elliot bills

Follow-up: N. Issa set up petty cash fund and procedures

4.2 Ad hoc Budget Committee Report

4.3 Nominating Committee Report

Follow-up: J. Murphy - Mail annual mtg. notice and ballots by 10/10/97

Follow-up: C. Healy - Prepare landowner/voter list for election by 10/31/97

Follow-up: J. Murphy - Prepare polling official statement to sign & notarize

Follow-up: J. Murphy - Secure an annual meeting location

Follow-up: J. Murphy - Certify which landowners are eligible to vote

4.4 Ad hoc Road Committee Report

Follow-up: W. Wunsch - Submit revised road report to secretary by 10/20/97

Follow-up: W. Wunsch - Prepare Capricorn Dr. letter to County by 10/20/97

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
October 20, 1997

Follow-up: W. Wunsch - Prepare Bodoh, et al letter by 10/20/97

Follow-up: W. Wunsch - Prepare developer letter by 10/20/97

Follow-up: W. Wunsch - Prepare road maintenance schedule by 10/20/97

Follow-up: W. Wunsch - Obtain A. Mann bid by 10/20/97

Follow-up: W. Wunsch - Present snowplowing research at 10/20/97 meeting

Follow-up: W. Wunsch - Obtain R. Johnson bid by 10/20/97

Follow-up: N. Issa - Obtain weed cutting info by 10/20/97

Follow-up: All Board Members - Inspect High South tree cutting along road by Kehoe shelter for further discussion

Carry Over: Committee composition conflict of interest

5. Ombudsman Report

6. Unfinished Business

6.1 Nap Weed Spraying Notice to Landowners

Follow-up: J. Murphy - Confirm Linda Ulrich's interest in chairing a noxious weed committee

6.2 Complaint Procedure

Follow-up: L. Hodges - Finalize complaint form format & give to J. Murphy

6.3 Teaching Center Land Donation

Follow-up: P. Wolberd - Mail letter to church ex. comt. re meeting

6.4 Lunden Subdivision Review

Follow-up: J. Murphy - Inform the applicant of the Board's decision

6.5 Procedure/Guidelines book

Follow-up: L. Hodges - Establish a guidelines book

6.6

7. Tabled Business

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
October 20, 1997

7.1 Court Ordered Community Service - Nadim Issa

7.2 William Pitt No Trespassing Signs - Carla Healy

Follow-up: Tabled pending completion of complaint form

7.3 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: C. Healy - Response to Kehoe draft reimbursement request memo

7.4 Ad hoc Budget Committee budget development tabled until after elections

7.5 Protocol for documents review and copying

7.6 Review the Community of Glastonbury Policies and Standards for Subdivisions, section 4.4 (installation of utilities) for possible revision.

7.7 Establish a protocol for committee membership approval.

8. New Business

8.1 Developer transfer of deed records to GLA - P. Wolberd

8.2 Public access on Glastonbury roads - P. Hoag

8.3 Present Alexander letter copy - J. Murphy

8.4 Glastonbury S. fire water reservoir requirement re. subdivision - N. Issa

8.5

8.6

8.7

8.8

9. Open Floor Comments

10. Next Meeting - Friday, 7:30 p.m., November 3, 1997, South Glastonbury

11. Adjournment

Dec. 4 - court date hearing
everyone agree to financial responsibility
get advice from atty. on feasibility
get written consent from all co-tenants

KARL KNUCHEL, P.C.
A Professional Corporation
Attorney at Law
116 West Callender
P.O. Box 953
Livingston, MT 59047

Phone: 406/222-0135
Facsimile: 406/222-8517

October 15, 1997

Margaret Roach
P.O. Box 323
Emigrant, MT 59027

RE: LANDOWNERS ASSOCIATION/INTERVENTION INTO PENDING SUIT
PARCEL 47, NORTH GLASTONBURY

Dear Margaret:

I have reviewed the material which you brought to me concerning the formation and establishment of a Landowners Association in North Glastonbury.

I think that it is a great idea and in fact it is mandated by Montana law that there be a homeowners association to take over the governing duties of the property. This association will generally be used to settle disputes, maintain roads, and do other things all for the common good of the people owning property within the subdivision.

As you know, the language contemplated allows for intervention by the association into any lawsuit between neighboring landowners. This is important and critical in the overall master plan and an orderly development of North Glastonbury. If the association was not involved in the lawsuit, they would have no say as to how each individual dispute is resolved. This would be a form of "micro-governing" as opposed to looking at an overall view toward implementing a valid, acceptable master plan.

I would urge that you encourage the association to intervene in this lawsuit and ask the court for another mediation or any other form of alternative dispute resolution for the matters actually at issue.

In reviewing the recent correspondence between Dulce and Nancy, it appears as though things have moved closer together and then moved somewhat apart. Hopefully with a fair sounding before

some of her peers, Nancy would be agreeable to go back to the resolution as suggested and worked out back in May of 1997. If I can be of any further assistance, please do not hesitate to call or write.

Best Wishes,

KARL KNUCHEL

KK:rn

1997-11-03_BDGN.pdf

Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

November 3, 1997

1. Call to Order, Prayer -- Eleanor Schieffelin opened the meeting at 7:35 p.m. Present: Eleanor Schieffelin (Vice President), Joan Murphy (Secretary), Dan Kehoe, Sr., Walter Wunsch, Philip Hoag and Carla Healy. Absent: Patrick Wolberd (President), Nadim Issa (Treasurer), Marjorie Lombard.

2. Reading and Disposition of Minutes -- The minutes of October 20, 1997 were approved as corrected.

3. Order of Business -- The following items were discussed out of order:

3.1 (Agenda Item 6.3) Roach arbitration request.
Discussion: Margaret Roach presented a letter dated 10-15-97 from Karl Knuchel, Esq. to her (see attached). She once again requested that the GLA Board assist in arbitration with the unresolved problems on Parcel 47 North, prior to their court date of December 4.
Action: P. Hoag moved, J. Murphy seconded that (1) the matter was one for the new Board, and (2) before the matter could be even be presented to that new Board, all co-tenants of Parcel 47 North would need to sign a unanimous written consent that they would abide by any and all arbitration on the part of that Board, should they decide to arbitrate. The vote was unanimous.
Follow-up: There was consensus that once a new Board had been elected, someone on that Board should get advice from an attorney to see if the GLA has any sort of responsibility to arbitrate in disputes between landowners.

3.2 (Agenda Item 8.2) Baughman letter.
Discussion: J. Murphy presented a letter Jack Baughman had written to Edward Francis, with a copy addressed to P. Wolberd (see attached). C. Healy read E. Francis' response to Baughman (see attached). There followed discussion about duplicate enforcement of various subdivision requirements, such as whether or not landowners needed to submit to both the GLA and Park County for approval and enforcement of modification of their community water systems. One member noted that the county had a number of pending subdivisions in Glastonbury that it would like to complete. Another member reminded the group that when the Glastonbury Project Review Committee (GPRC) was first formed, the county had very few if any subdivision requirements, and that the county later patterned their own requirements after those of the GPRC.
Action: D. Kehoe moved, P. Hoag seconded that the matter be tabled until the new Board was established and had formed a new GPRC to study any duplications or redundancies in project reviews, in hopes of more streamlined procedures. The vote was unanimous.

Follow-up: J. Murphy will call Jack and Carla Baughman to tell them that although the GLA Board might be inclined to grant them a water system variance, nothing could be done until both the Baughmans had submitted the appropriate paperwork and the new Board had been elected.
Follow-up: It is hoped that the new Board will look into the matter of requirement duplications, with an eye towards streamlining development requirements for the landowners.

3.3 (Agenda Item 4.3) Nominating Committee Report.

3.3.1 Agenda for annual meeting.

Discussion: The Board discussed matters that they would like to see included in the upcoming annual meeting on Saturday, November 15.
Action: There was consensus that there would be a table at the entrance to the meeting to determined which landowners were available to vote. The table would be staffed by two members of the Board, who would collect assessments should any landowner wish to pay them in order to qualify to vote.
Action: W. Wunsch moved, P. Hoag seconded that, due to confusion in the transfer of bookkeeping from CUT to the GLA administration, in the case of any dispute about assessment payments during the annual meeting, the GLA will allow any landowner to vote if it appears he is in arrears of $100 or less, and that resolution of the amounts owed should be worked on at a later date. The vote was unanimous.
Action: There was consensus that J. Murphy, E. Schieffelin and L. Hodges should meet to determine the exact order of the items to be incorporated at the meeting, as well as to organize and secure necessary materials for the meeting. They will then run the agenda by C. Healy. L. Hodges is to finalize the voting checklists for North and South Glastonbury.
Follow-up: J. Murphy, E. Schieffelin and L. Hodges are to meet this week and plan the meeting agenda. J. Murphy is to distribute the printed agenda to each Board member prior to the meeting.
Follow-up: C. Healy is to provide L. Hodges with a disk containing one list for all the Glastonbury North landowners and one list for all the Glastonbury South landowners, and the status of amounts owed in community assessments by each.
Follow-up: L. Hodges is to design 3 lists and get them to J. Murphy prior to the annual meeting: one for the assessment table with amounts owed by each landowner, and one each for Glastonbury North and South residents with room for their signatures.
Follow-up: C. Healy is to determine prior to the meeting if the Church is paid up on its assessments and, if not, to get a check in the proper amount to H. Krammer.

3.3.2 Nominating committee follow-ups.

Follow-up: C. Healy - Prepare eligible landowner/voter list for election -- see 3.3.1.
Follow-up: J. Murphy - Prepare landowner/voter list -- see 3.3.1.
Follow-up: E. Schieffelin - Revise ballot for approval at next meeting -- done.
Follow-up: D. Kehoe and M. Alfaro - Develop proxy statement -- done.
Follow-up: C. Healy - Prepare phone tree re paying assessments -- done.
Follow-up: J. Murphy - Certify which landowners are eligible to vote -- see 3.3.1 above.

Follow-up: J. Murphy - Complete follow-up annual meeting letter and phone tree by 11-8-97. It was decided that Joan would send the announcement to the local area landowners (Livingston residents, Bozeman residents, Board members and Board candidates), as well as post the letter at each Glastonbury Teaching Center. C. Healy is to prepare the phone tree and get it to J. Murphy, who is to see that, in addition to being called out, it is read at each weekend service prior to the annual meeting.

3.3.3 Ad hoc Road Committee meeting with the developer.

Discussion: It was mentioned that the first day Edward Francis and others from the developer can meet to discuss the GLA's Road Committee Report and proposal is Monday evening, December 1, at The Ranch Kitchen.

Follow-up: P. Wolberd is to respond to E. Francis regarding setting a time for the meeting of the GLA Road Committee with the Church.

Follow-up: C. Healy is to ask J. Healy about the status of the grading of the Alexander road in Glastonbury North.

4. Reports of Officers and Committees --

4.1 Treasurer's Report - None.

Follow-up: Wunsch & Issa - Retain D. Holm and obtain a letter of understanding regarding services -- done (see attached).

Follow-up: Draft landowner letter explaining new assessment and bookkeeping system in time for Assessment notice -- carry over to the new Board.

Follow-up: Issa - Pay Mann and Elliot bills -- done.

Follow-up: Issa - Set-up petty cash fund and procedures -- carry over.

4.2 Ad hoc Budget Committee Report. None.

4.3 Nominating Committee Report. See 3.3 above.

4.4 Ad hoc Road Committee Report. See 3.3. above.

Follow-up: W. Wunsch - Prepare Capricorn Drive letter to County -- carry over.

Follow-up: W. Wunsch - Prepare Bodeaux et al. letter -- carry over.

Follow-up: W. Wunsch - Prepare road maintenance schedules for G. North and G. South -- carry over.

Follow-up: W. Wunsch - Obtain Mann contract -- done.

Follow-up: W. Wunsch - Present snowplowing research -- carry over.

Follow-up: D. Kehoe - Obtain bid from Mann for snowplowing not involving his larger equipment -- carry over.

Follow-up: C. Healy - Obtain Johnson snowfence bid -- carry over.

Follow-up: N. Issa - Obtain weed cutting information -- carry over. It was noted that ditching had taken care of many of the weed problems.

5. Ombudsman Report -- None.

6. **Unfinished Business --**

6.1 Alexander copy of letter to developer.
Follow-up: P. Wolberd - acknowledge receipt of letter by 11-3-97 -- done (see attached).

6.2 Kramer subdivision application.
Follow-up: C. Healy - review and complete check list for Kramers -- C. Healy asked that another person on the GLA Board volunteer or be assigned to take over this duty. Carry over to the new Board.

6.3 Roach arbitration request.
Follow-up: P. Wolberd - call M. Roach with Board decision not to pursue -- done.

6.4 GLA complaint form distribution
Follow-up: J. Murphy - distribute form at annual meeting.

6.5 Teaching Center land donation.
Follow-up: P. Wolberd - follow-up on E. Francis response letter -- carry over.

6.6 Lunden subdivision application.
Follow-up: J. Murphy - inform applicants of Board decision -- done.

7. **Tabled Business --**
- 7.1 Court Ordered Community Service -- (N. Issa)
- 7.2 William Pitt No Trespassing Signs -- (C. Healy)
- 7.3 Community Assessment Fund reimbursement from Community Planning Fund -- Follow-up: C. Healy to respond to Kehoe draft reimbursement request memo.
- 7.4 Ad hoc Budget Committee budget development -- tabled until after elections.
- 7.5 Protocol for documents review and copying
- 7.6 Review of the Community of Glastonbury Policies and Standards for Subdivisions section 4.4 Installation of Utilities for possible revision.
- 7.7 Establish a protocol for committee membership approval.
- 7.8 Public access on Roads -- (P. Hoag). It was noted that a sign was needed at the bottom of Arcturus and Sirius. Tabled for the new Board.
- 7.9 Glastonbury South fire water reservoir -- (N. Issa)
- 7.10 Tree destruction in High South
- 7.11 Noxious weed committee formation
- 7.12 Discuss hiring of Project Reviewer and cost -- (C. Healy)

8. **New Business --**

8.1 Providing copies of association documents to members. (J. Murphy)
Discussion: A landowner asked Secretary Murphy for a copy of the Bylaws. She asked what fee, if any, should be charged.
Action: There was consensus that in this instance she would charge the landowner $2.50 plus postage.

Follow-up: The general question of providing copies, and at what cost, is to be carried over for the new Board.

8.2 Copy of Baughman letter to E. Francis. See 3.2 above.

8.3 Annual Meeting agenda. (J. Murphy) See 3.3.1 above.

9. Open Floor Comments -- None.

10. Next Meeting -- This will be the first annual meeting, Saturday, November 15, 1997, starting at 10:00 a.m. sharp at Emigrant Hall.

11. Adjournment -- The meeting was adjourned at 10:15 pm.

Submitted by Lucia Hodges
Assistant Secretary

GLA 00109

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Church Universal and Triumphant®

November 3, 1997

Mr. Jack Baughman
Post Office Box 951
Emigrant, Montana 59027

Dear Jack,

I sympathize with your plight as expressed in your recent letter.

I do not generally agree with granting variances from subdivision requirements if it would result in a substandard condition that a future buyer would not expect to find. As you know, we have granted delays in meeting required conditions in many cases in the community. In some cases the conditions have been subsequently satisfied and in other cases they have not. An important factor in these cases is whether there is any mechanism that will insure future compliance.

Actually, the Glastonbury Landowners Association (GLA) did not follow our recommendation regarding a requested variance in another similar case. In that case, the owner had asked for a variance to not have to pay for the installation of electrical and telephone service to the boundary of the new tracts and to delay the upgrade of an existing shared water system until after filing of the final plat in a manner similar to you.

I recommended to the GLA board, through Carla Healy, that a variance not be given for withholding electric and telephone service because that is normally a responsibility of a developer and all of the other vacant lots in Glastonbury have been sold with those services on-site. I also

BOX 5000, CORWIN SPRINGS, MONTANA 59030-5000
406-848-7381

recommended that, if a variance was to be given, that it be for upgrading the water system since the system was already in place and operating.

The GLA board, for reasons I am not fully aware of, did not follow those recommendations and instead allowed a variance for the electric and telephone services and denied the variance for delaying the upgrading of the existing water system.

I do not personally see why you should not be given the variance you are seeking. However, this decision is now wholly in the hands of the GLA board.

Very truly yours,

Church Universal and Triumphant, Inc.

Edward L. Francis
Executive Vice President

ELF:cah

cc: Glastonbury Landowners Association

Jack Baughman

October 26, 1997

Edward L. Francis
Royal Teton Ranch
P.O. Box 5000
Corwin Springs, Montana 59030-5000

Dear Edward:

I am writing you about a situation that I am anticipating will occur relating to my efforts to complete a minor subdivision here in North Glastonbury. William Smith has been commissioned by me to manage this project and it is through him that I am aware of this impending problem which I will describe to you.

We have been informed by the state that they will require changes to a community water service system that we have been using on lot 10 for about 8 years. This change involves removing a pumping facility that is currently installed below ground in a concrete structure and placing it above ground. To do this we will have to build an above ground structure to house the pumps, pressure tanks, distribution piping and electrical service. Willliam has a design for this structure and we had intended to build it next spring when the weather permits. The state will allow us to go forward with our subdivision on the basis that we have a design that meets their requirements and have expressed our intent to complete it in a timely manner.

The situation that I have alluded to is that William has been to the Glastonbury Landowners Association (GLA) with a request for a variance on their permit to allow a subdivision on parcel 32 in South Glastonbury, which has a similar need for a water system modification, and has been denied. When William asked the reason for their denial he was informed that such variances were being denied on your recommendation because Glastonbury landowners have a history of not living up to their obligations. To impose this requirement to complete the water system modifications, before allowing the subdivision to go ahead, places a severe time constraint on a project that has already been delayed for nearly two years because of various reasons relating to the restructuring of the arrangements between the Church and the Community. In delaying our submittal to the County we are also facing the possibility of needing to request an extension at a time when they are trying to get Glastonbury subdivision matters terminated. The cost to the Lot 10 owners for this modification is not insignificant, being approximately $4000.

Carla and I feel quite chagrined that we have been placed in a classification of persons that are irresponsible in attending their obligations. Over the years, since the Church first became involved in looking for and then acquiring the properties in Montana, we have been substantial supporters with both our supply and our devotions. We have taken positions in line line with the Church's efforts in public forums particularly with the environmental impact statements.

P.O. Box 951, Emigrant, Montana 59027 (406) 333-4326 Email: jackb@in-tch.com

all this time we have been diligent in attending our obligations.

The stated reason for denying this type of variance is not substantial because the state will follow up to assure that the requirement has been met. In responding to the state William has, in effect, vouched for the completion of this project by attaching his signature as a professional engineer in the State of Montana.

I realize that the action in refusing the variance was that of the GLA, and not yours. However, your influence in establishing guidelines for their action is not insignificant and should not be made as all encompassing but treated on a case-by-case basis.

Sincerely yours,

Jack Baughman

cc: Patrick Wolberd
William Smith

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

November 3, 1997

John & Eileen Alexander
P.O. Box 1633
Emigrant, MT 59027

Dear John & Eileen,

The GLA Board is in receipt of the copy of your 9-20-97 letter to the developer. Many of the items noted in your letter were addressed in our road report which was also sent to the developer. We understand that David Newhouse, a road committee member, has also been working with you and offering some helpful suggestions.

We trust that on-going negotiations with the developer will remedy the concerns we all have expressed.

Please keep us informed and we will do likewise.

Sincerely,

Patrick Wolberd, Board President
Glastonbury Landowners Association

1997-11-17_BDGN.pdf

Final

Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

November 17, 1997

1. Call to Order, Prayer -- Patrick Wolberd opened the meeting at 7:00 p.m.
Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Philip Covington, Andrew Field, Peggy Keathley, David Newhouse, Walter Wunsch. Also present were Laurel Matthews and Margaret Roach, Ombudsmen.
Absent: Philip Hoag. Secretary J Murphy passed around a Waiver of Notice of Meeting, which was signed by all present Board members.

2. Reading and Disposition of Minutes -- The minutes of November 3, 1997 were approved as corrected.

3. Order of Business -- There were no Agenda items discussed out of order:

4. Reports of Officers and Committees --

4.1 Treasurer's Report.
Discussion: J. Murphy asked to be reimbursed for $144 for the annual meeting costs. Question: Who are the signatories on the GLA account? Answer: M. Scoble had requested that the bank note P. Wolberd, D. Kehoe, Jr. and herself as the signatories. It was felt that all officers should be signatories, as well as one more person from South Glastonbury.
Action: A. Field moved, H. Brailsford seconded that Secretary J. Murphy and W. Wunsch be added as signatories on the GLA account. The motion passed unanimously.
Follow-up: M. Scoble - Reimburse J. Murphy $144 prior to the next meeting.
Follow-up: M. Scoble - Add herself, J. Murphy and W. Wunsch as signatories on the GLA account.
Follow-up: M. Scoble - draft landowner letter explaining new assessment and bookkeeping system to accompany next assessment notice.
Follow-up: M. Scoble - Set-up petty cash fund and procedures by 12-15-97.

4.2 Finance Committee Report.
Discussion: P. Wolberd suggested that there be a member of the Road Committee on the Finance Committee, since so many of the assessment funds are used for road maintenance.
Follow-up: M. Scoble - Begin to solicit landowners for the Finance Committee.

4.3 Nominating Committee Report.
Discussion:
C. Healy - Prepare eligible landowner/voter list for election -- done.
J. Murphy - Prepare landowner/voter list -- done.
E. Schieffelin - Revise ballot for approval at next meeting -- done.

D. Kehoe and M. Alfaro - Develop proxy statement -- done.
C. Healy - Prepare phone tree re paying assessments -- done.
J. Murphy - Certify which landowners are eligible to vote -- done.
J. Murphy - Complete annual meeting notice and phone tree -- done.
J. Murphy/L. Hodges - Prepare and distribute annual meeting agenda -- done.
C. Healy - Prepare landowner/assessment disk -- done.
L. Hodges - Prepare landowner/assessment lists -- done.
C. Healy - confirm with H. Krammer Church assessment paid -- done for 1996 only.
Follow-up: M. Scoble is to contact C. Healy re the 1997 assessments which are still due.

4.4 Road Committee Report.

Discussion: Regarding road grading, W. Wunsch mentioned that there are still areas in the High South that need to be graded, but that all of the allocated funds had already been spent. He also said that G. Elliott is interested in selling his grader for around $3,500. D. Newhouse said he had done most of the Alexander road grading, but that it still needed a bit more ditching. Regarding snowplowing, W. Wunsch read the letter he had sent to E. Francis requesting that the developer give the GLA the old snowplow and truck which had formerly been used on the Glastonbury roads (see attached). D. Newhouse said R. Johnson had told him he would snowplow for the community with the Elliott grader any time necessary. Regarding snowfencing, W. Wunsch said this had been done by R. Johnson, but that neither a written bid nor a statement had been obtained. Regarding weed cutting, P. Wolberd noted that most road weeds had been taken care of by the recent grading, but that some work still needed to be done. D. Newhouse suggested first grading the weeded roadside areas, and then mowing them as follow-up maintenance.
Follow-up: W. Wunsch - Call E. Francis to confirm that the developer will have an answer on the old snowplow and truck by the 12-1-97 meeting.
Follow-up: D. Newhouse -- Contact R. Johnson, W. Mansaw (light snow only) and A. Mann for snowplowing bids by 12-15-97.
Follow-up: D. Newhouse - Obtain a written bid and statement from R. Johnson for the snowfencing work already done and for that still to be done by 12-1-97.
Follow-up: D. Newhouse - Present a proposal to the Board regarding road weed maintenance by 12-15-97.
Follow-up: W. Wunsch - Prepare Capricorn Drive letter to County by 12-1-97.
Follow-up: W. Wunsch - Prepare Bodeaux et al. letter by 12-1-97.
Follow-up: W. Wunsch - prepare a proposal for road maintenance still needed in the High South by 12-15-97.
Follow-up: D. Newhouse - Prepare road maintenance schedules for G. North and G. South by 12-15-97.
Follow-up: D. Newhouse - Finish volunteer ditching of J. Alexander road.

5. **Ombudsmen Reports** -- None.

6. **Unfinished Business** --

6.1 Kremer subdivision application.
Follow-up: P. Hoag - Obtain reviewer to complete check list for Kremers by 12-1-97.

6.2 Roach arbitration request.
Discussion: P. Wolberd said that Dan Kehoe, Sr. had called John Glover, the GLA attorney, regarding the Parcel 47 North request for arbitration. He read a response letter that he had received from the attorney (see attached). M. Roach requested that she be allowed to have a copy of the letter to give to her attorney.
Action: A. Field moved, H. Brailsford seconded that a copy of the letter be given to both M. Roach and N. Wintroub to provide to their respective attorneys. The motion passed unanimously.
Follow-up: J. Murphy is to give M. Roach and N. Wintroub copies of the letter as soon as possible.

6.3 GLA complaint form distribution.
J. Murphy reported that she had distributed this form at the annual meeting, and also to each of the Board members at the present meeting.

6.4 Teaching center land donation.
Follow-up: P. Wolberd - follow-up on E. Francis response letter by 12-1-97.

6.5 Baughman letter.
J. Murphy reported that she had notified both Jack and Carla Baughman of the GLA's decision.

6.6 Streamlining project review standards.
Follow-up: P. Hoag and A. Field - Review the Community of Glastonbury Policies and Standards for Subdivisions Section 4.4 "Installation of Utilities" for possible revisions, and present them in written form to the Board.

6.7 Document copies.
Action: J. Murphy moved, and it was seconded that if a document has been recorded in the county, a landowner should request copies from the county, not the GLA. The motion passed unanimously.
Follow-up: J. Murphy - recommend a fee guideline for copies to landowners of documents not recorded in the county.

7. Tabled Business --

7.1 Court Ordered Community Service -- (N. Issa)
7.2 William Pitt No Trespassing Signs -- (C. Healy) - See 8.2.
7.3 Community Assessment Fund reimbursement from Community Planning Fund -- Discussion: It was mentioned that since there was now a fair amount of money in the assessment fund, it might not be as important to follow up on this request as it

had been when the GLA was founded. Since there was not consensus on this view, it was agreed that the Board not withdraw the request.

7.4 Ad hoc Budget Committee budget development tabled-- see 4.1.

7.5 Protocol for documents review and copying -- see 6.7.

7.6 Omitted from agenda.

7.7 Establish a protocol for committee membership approval.

7.8 Public access on Roads -- (P. Hoag). See 8.9.

7.9 Glastonbury South fire water reservoir -- (N. Issa)
Discussion: One member explained that the county fire chief had said that subdivisions would probably not be granted in the High South until there was a fire water reservoir.
Action: There was consensus that this matter be tabled until someone in the High South requested approval of a subdivision or until the LUMP committee is formed.

7.10 Tree destruction in High South -- dropped. It was noted that anyone giving instructions to A. Mann or others regarding snowplowing or grading in the High South should be very specific about the way any trees that are in the way should be handled.

7.11 Noxious weed committee formation

7.12 Discuss hiring of Project Reviewer and cost -- (P. Hoag) - See 6.1.

8. New Business --

8.1 Kremer resignation letter. *(J. Murphy)*
Discussion: P. Wolberd read a resignation letter from Linda Kremer (see attached).
Action: P. Keathley moved, M. Scoble seconded that the Board accept Linda's resignation. Nine members voted yes, J. Murphy abstained. The motion carried.
Follow-up: Each Board member is to deliberate upon the best method for filling the vacant position.
Follow-up: P. Wolberd is to send a letter of acknowledgment to Linda.

8.2 Alfaro complaint. *(J. Murphy)*
Discussion: The members read a complaint form regarding William Pitt submitted by Colon Alfaro (see attached).
Action: The matter was tabled pending completion of a complaint protocol to be reviewed by the Board.
Follow-up: H. Brailsford will note the location of the No Trespassing and No Parking signs by the next meeting.
Follow-up: D. Kehoe, Jr. and A. Field - Provide a rough draft of a complaint protocol to the Board by the next meeting.

8.3 Wintroub complaint. *(J. Murphy)*
Discussion: The members read a complaint form regarding M. Roach submitted by Nancy Wintroub (see attached). M. Roach explained the problem from her perspective,

using photographs to further illustrate the situation. She stated that her driveway construction had been approved by the GPRC. In the absence of concrete evidence from the Wintroubs that Section 6.01 of the Restated Covenants had been violated, the Board felt that the question of M. Roach's driveway was part of the ongoing dispute involving the cotenants of the parcel, and would be dealt with in the upcoming court hearing on the parcel's subdivision dispute.
Action: P. Keathley moved, H. Brailsford seconded that if a complaint regarding the driveway is still unresolved after the court hearing or other non-Board arbitration, the Board would then consider a revised complaint at that time. Until then, the complaint would be dismissed. The motion passed unanimously.
Follow-up: J. Murphy is to relay this decision to the Wintroubs.

8.4 Boyle letter. *(J. Murphy)*
Discussion: J. Murphy read a letter the GLA had received from an A. Boyle, who had requested general information on the Glastonbury area, as well as information on the land and developments that were for sale (see attached). There was consensus that the Livingston Chamber of Commerce would be the appropriate authority to respond to inquiries about general area information.
Follow-up: P. Keathley will consult with Carla Healy and send Mrs. Boyle a response by 12-1-97 regarding specific land and properties for sale. She will then bring a copy of the letter to the Board by the next meeting.

8.5 List of new Board members. *(J. Murphy)*
Discussion: Secretary Murphy said she would like to have a list of the names, addresses, phone and fax numbers of each new board member.
Action: A list was completed during the meeting of the desired information.
Follow-up: J. Murphy is to provide a copy of the list to each Board member by the next meeting.

8.6 Covenant/Bylaw voting discrepancy. *(L. Hodges)*
Discussion: It was noted that although Section 3.20 of the Restated Covenants says that in a landowner election each co-tenant gets one full vote, Article V(F)(3) of the Bylaws says that co-tenants get only a fractional vote in proportion to their ownership interest.
P. Wolberd noted that the Covenants rule over the Bylaws, and that therefore the Bylaws did not need to be amended at this time.
Follow-up: P. Murphy and L Hodges - Prepare a guideline based on the protocol of the past election regarding voting details, and submit it to the Board by the next meeting.

8.7 Issa voting results request. *(J. Murphy)*
Discussion: J. Murphy said that Nadim Issa had called her to request the number of votes he had received in the recent election of the Board of Directors, and J. Murphy gave him the information. She then asked the Board if they wanted to set a guideline about giving out the results of balloting in the future.

Action: There was consensus that the actual number of votes someone had received could be relayed. *(Guideline)*

8.8 Glover bill.
Discussion: J. Murphy mentioned that there was a late payment charge on the Glover bill for legal fees.
Action: There was consensus to add the late fee to payment of the next bill.

8.9 J. Alexander request for "No Trespassing" sign.
Discussion: J. Alexander requested permission to place a "No Trespassing" sign on the community road to his property in order to protect it from trespassers, especially hunters. Several members noted that there was a fair amount of gun shooting in the High South, that hunters had been observed there, and that perhaps something should also be done on the roads to the High South.
Action: H. Brailsford moved, W. Wunsch seconded that D. Newhouse is to tell J. Alexander that he should bring a proposal to install a "Dead End" sign and/or a "No Forest Service Road Access" sign at the base of the road to his property. He is to show the sign(s) to the Board for approval prior to installation. The motion passed unanimously.
Follow-up: D. Newhouse - inform J. Alexander about the Board's decision.

8.10 Brailsford ditching request.
Discussion: H. Brailsford said that there is an irrigation ditch crossing Virgo Road that needed to be cleaned out with a backhoe periodically. He said it had not been maintained well in the past, and so it annually flooded, causing erosion in a section of Virgo Road by his house.
Follow-up: D. Newhouse- address this problem with the Road Committee and bring a recommendation to the Board by the next meeting.

9. Open Floor Comments -- None.

10. Next Meeting --
Action: W. Wunsch moved, M. Scoble seconded that P. Wolberd contact E. Francis to formally request a closed executive meeting between both the GLA Board and the Church Executive Board on 12-1-97 at 7:30 p.m. at The Ranch Kitchen. The motion passed unanimously.
Follow-up: P. Wolberd - Contact E. Francis re same.

11. Adjournment -- The meeting was adjourned at 10:20 pm.

Submitted by Lucia Hodges
Assistant Secretary

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
November 17, 1997

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report

Follow-up: M. Scoble - Draft landowner letter explaining new assessment and bookkeeping to accompany next assessment notice

Follow-up: M. Scoble - Set up petty cash fund and procedures

4.2 Ad hoc Budget Committee Report

4.3 Nominating Committee Report

Follow-up: C. Healy - Prepare eligible voter list for election

Follow-up: J. Murphy - Prepare landowner/voter list for election by 10/31/97

Follow-up: E. Schieffelin - Revise ballot for approval at next meeting.

Follow-up: D. Kehoe & Margaret Alfaro - Develop a proxy statement for approval at next meeting

Follow-up: C. Healy - Prepare phone tree re paying community assessments

Follow-up: J. Murphy - Certify which landowners are eligible to vote by 11-14-97

Follow-up: J. Murphy - Complete follow-up annual meeting letter and phone tree by 11-8-97

Follow-up: J. Murphy/L. - Hodges prepare & distribute annual mtg. agenda

Follow-up: C. Healy - Prepare landowner/assessment disk for L. Hodges

Follow-up: L. Hodges - Prepare landowner/assessment lists for annual mtg.

Follow-up: C. Healy - Confirm with H. Krammer Church assessment paid

4.4 Ad hoc Road Committee Report

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
November 17, 1997

Follow-up: W. Wunsch - Prepare Capricorn Dr letter to County by 10-20-97

Follow-up: W. Wunsch - Prepare Bodoh, et al letter by 10-20-97

Follow-up: W. Wunsch - Prepare road maintenance schedule for G. North and G. South by 10-20-97

Follow-up: W. Wunsch - Present snowplowing research by 10-20-97

Follow-up: D. Newhouse - Obtain a bid from A. Mann for snowplowing not involving his larger equipment

Follow-up: D. Newhouse - Obtain R. Johnson bid by 10-20-97

Follow-up: D. Newhouse - Obtain weed cutting info by 10-20-97

Follow-up: P. Wolberd - Confirm with E. Frances GLA/Developer 12/1/97 Roads mtg.

Follow-up: D. Newhouse - Check with J. Healy on Alexander road grading

5. Ombudsman Report

6. Unfinished Business

6.1 Kremer subdivision application

Follow-up: P. Hoag - Obtain reviewer to complete check list for Kremers

6.2 Roach arbitration request

Follow-up: D. Kehoe - Call attorney re Roach request to intervene

6.3 GLA complaint form distribution

Follow-up: J. Murphy - distribute form at annual meeting

6.4 Teaching Center land donation

Follow-up: P. Wolberd - follow-up on E. Francis response letter

6.5 Baughman Letter

Follow-up: J. Murphy - Call Baughmans re board action

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
November 17, 1997

6.6 Streamlining Project Review Standards

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities for possible revision

6.7 What is the Board position on providing copies of association documents to the members? One member has asked for a copy of the covenants voting documents.

Follow-up: J. Murphy - Recommend a guideline

7. Tabled Business

7.1 Court Ordered Community Service - Nadim Issa

> **7.2 William Pitt No Trespassing Signs - Carla Healy**

Follow-up: tabled pending completion of complaint form

7.3 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: C. Healy - response to Kehoe draft reimbursement request memo

> **7.4 Ad hoc Budget Committee budget development tabled until after elections**

7.5 Protocol for documents review and copying

> **7.7 Establish a protocol for committee membership approval**

7.8 Public access on roads - P. Hoag

7.9 Glastonbury South fire water reservoir - N. Issa

> **7.10 Tree destruction in High South**

7.11 Noxious Weed Committee Formation

> **7.12 Discuss hiring of Project Reviewer and cost - P. Hoag**

8. New Business

8.2 Alfaro complaint

8.3 Winthrope complaint

8.4

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
November 17, 1997

8.5

8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., December 1, 1997, Ranch Kitchen. This will be an executive session (closed meeting) due to the sensitive negotiation nature of this meeting.

11. Adjournment

BERG, LILLY, ANDRIOLO & TOLLEFSEN
A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

MICHAEL J. LILLY
RICHARD J. ANDRIOLO
GIG A. TOLLEFSEN
RIENNE H. McELYEA

DANIEL P. BUCKLEY
JOHN T. GLOVER, JR.

OF COUNSEL:
BEN E. BERG, JR.

ADVANCED TECHNOLOGY PARK
910 TECHNOLOGY BLVD.
SUITE A
BOZEMAN, MT 59718

TELEPHONE: (406) 587-3181
FAX: (406) 587-3240

November 12, 1997

Board of Directors
Glastonbury Landowner's Association
c/o Mr. Daniel J. Kehoe, Sr.
P.O. Box 436
Emigrant, MT 59027

VIA FAX(406) 333-4379

Re: Glastonbury Landowner's Association, Inc.
First Annual Meeting

Dear Dan:

It was nice to visit with you today and to discuss some of the questions the Board has in connection with the first annual meeting. I would like to briefly address these questions in writing so that you can more easily share my advice with the Board.

Questions 1 and 2:

With regard to the requirements for voting, I agree with your conclusion that because of the questionable state of the books and the uncertainties of who is fully paid and who is not, that a reasonable attempt should be made by the Board to encourage participation by those members who have paid assessments, but who may not be paid in full due to difficulties with the bookkeeping. As you noted, under Item 12.01 of the Covenants, the Association, i.e., the Board, has the right to waive the strict requirements of the Covenants and grant a variance where it believes that doing so would be in the best interest of the community. I think your goal should be to encourage participation by as many of the members as possible, but not at the expense of waiving the good standing requirement in its entirety. To do so would set a dangerous precedent and would not encourage members to stay current on their assessments in future years.

Procedurally, I believe the best way to handle this is to announce at the outset of the meeting, that the Board has passed a resolution granting a

variance of this nature and emphasize that it applies strictly to the 1997 meeting. Perhaps a one page copy of the Board's resolution could be distributed at the door of the meeting so that members would know immediately before attending the meeting whether or not they would be entitled to vote.

Questions 3:

With regard to the pending litigation between the parties in common ownership of Lot 47, it does not sound as though the issues involved are proper for Association involvement or intervention. What you described is simply a conflict between common owners of a parcel over such minor things as driveway maintenance and allotment of tax bills. These are essentially private disputes and I do not believe that it would be appropriate for the Association to take one side or the other. Furthermore, intervention into such a law suit would be costly for the Association and could subject the Board to some measure of liability by an aggrieved party. As a transactional attorney, rather than a litigator, my advice is generally to avoid litigation like the plague. It is rarely cost effective. I would be happy to look into the matter in greater detail if the parties' attorneys were to contact me directly.

For your information, I do not have a copy of the recorded covenants in my file. I would appreciate a copy from the Park County Clerk and Recorder's Office at your convenience.

I hope the first meeting is a success. Please call if I can be of further assistance.

Sincerely,

John T. Glover, Jr.

JTG:trs

Glastonbury Landowners Association
P. O. BOX 312
EMIGRANT, MT 59027

November 5, 1997

FACSIMILE TRANSMISSION

Edward Francis
Royal Teton Ranch
P. O. Box 5000
Corwin Springs, MT 59030

RE: Request for Old Glastonbury Snowplow

Dear Edward:

This is a formal follow-up on our request to your office to acquire the old Chevy snowplow used by the Glastonbury office to service our community for light, routine snowfalls. In reference to our conversation during the December, 1996 meeting, we request that you transfer the truck and plow attachment to the Association without charge.

The truck is in need of substantial repairs, requiring a new engine and a general maintenance review together with welding repairs on the plow, which the Association would have to bear. However, we feel it is a worthwhile investment to have this piece of equipment, which can help us keep our overall snowplowing expenses to a minimum during this first critical season on our own.

Sincerely,

Walter G. Wunsch, Ad Hoc Road Committee Chairman
for Patrick Wolberd, President of the Board

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November 17, 1997

TO: The Board of Directors
Glastonbury Landowners Association

FROM: Linda Kremer

I regret to say that I must resign from the Board even as we have just begun.

I had hoped that there would be more flexibility in the scheduling for our meetings. Monday night is especially difficult for me of all the possibilities that were considered. I would not be able to meet the commitment ~~that~~ with which I have been intrusted.

I am disappointed in this outcome and also trust that I can serve in other capacities for our community.

I would ask that the Board consider Nadim Issa as a replacement candidate. I feel that he carries the heart flame I would have hoped to bring to the group.

Always Victory!
In Gratitude for All Gods Gifts —
Linda Kremer

Date 11/15/1991

Glastonbury Landowners Association
Complaint Form

Name of landowner Complainant(s) Colon E. Alfaro

Name of landowner(s) involved in alleged violation William Pitt

Specific Section and Title in Covenants relating to alleged violation _____

History of the Problem Please see Attachment

Have you communicated with the other landowner(s) involved in the alleged violation, and tried to resolve the situation amicably? (If not, please do so before submitting this complaint.) (YES) NO
(Circle One)

Date, time and details of your communication for attempted resolution: See Attachment

(Attach separate sheet if more space is needed)

Carlos E Alfaro
Signature

Parcel No. 100, Glastonbury South

Address 12 Scorpio Way / Box 560 Phone 333-4066

Please mail this completed form to the Glastonbury Landowners Association, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

Date received _____ Date reviewed _____

Recommended Action _____

Disposition _____

Board Member Reviewing Complaint _____
Signature

Attachment to Complaint Form filled on November 15, 1997 by Colon E. Alfaro

1) HISTORY OF THE PROBLEM.

Twice I have been chased and attacked by William Pitt's dog on common use land or property that belongs to The Church. The dog is a big Doberman type. The properties I was on are directly across the street from were Pitt resides. This two incident happened within the last four weeks.

Secondly, William Pitt has decided that there are non-parking zones on Common Use Land or land that belongs to others. For this, arbitrarily, he has placed NO PARKING signs all over the place.

2) DATE, TIME AND DETAILS OF YOUR COMMUNICATION FOR ATTEMPTED RESOLUTION:

Date: November 4 or 5, 1997

Time and place: Mid afternoon at the Post Office.

Details: In a non confrontational manner I introduced myself to Pitt at the Post Office. I explained to him that his dog chased me and that I did not like it. That he could not have a dog run wild like that. That he needed to restrain the dog. After going ballistic on me, Pitt told me that he knew that he dog had chased me and that he was not going to do anything about it. That here in the United States "we do things like this.... and like that....." . I knew then that trying to communicate with him was impossible. Much less , trying to find an amicable resolution to the problem. In the nut shell, he told me to go some place else. That he was not going to restrain the dog for me or anyone else. That if I wanted to go in that area I needed to go to the Forest Service Land. I have been told that he is closing a gate or doing something that denies access to that area. I have not been there since the dog incident so I do not know for certain as to what is going on.

Personally, I am not on a crusade against William Pitt. All I want is to be able to access that area which belongs to everybody without having to worry about being chased or attacked by a dog.

Regards,

Colon E. Alfaro
P.O. Box 560
Emigrant, MT 59027

Date 11-3-97

Glastonbury Landowners Association
Complaint Form

Name of landowner Complainant(s) NANCY COOK WINTROUB

Name of landowner(s) involved in alleged violation MARGARET ROACH

Specific Section and Title in Covenants relating to alleged violation SECTION 6 – 6.01 ASSOCIATION's Approval.

History of the Problem IN 1986 I SOLD a 5% interest to Margaret Roach in the original Baylor Parcel 47 NO. GLASTONBURY. We had a written agreement whereby she would be using the multi-family road which I had already installed (after gaining Glastonbury approval under Ed Francis' signature) to access her house via her own driveway. Sometime in the early 90s, she decided to put in her own road, adjacent to the original one, to connect with Capricorn Dr. while we were in Calif. & UPON returning to Montana we noticed that this new road usurped almost half of the original road as it passed by her house

Have you communicated with the other landowner(s) involved in the alleged violation, and tried to resolve the situation amicably? (If not, please do so before submitting this complaint.) (YES) NO
(Circle One)

Date, time and details of your communication for attempted resolution: (1) After being sued by Roach, et al, in a court partition action, I attended a court-ordered mediation on May 13 1997 and asked her by what authority had she installed her new road? She handed me a copy of a letter from Ellen Woodbury PARK COUNTY PLANNER, Giving her permission to install such a road. This was an apparent attempt, I believe, to get around Glastonbury regulations.
(2) IN JULY OF '97 I WAS APPROACHED BY MARIA DULCE SANTOS, A JOINT OWNER
SEE (Attach separate sheet if more space is needed)

Nancy L. Wintroub
Signature

Parcel No. 47, Glastonbury North

Address 3137 Frosty Way
Santa Maria, CA 93455

Phone 805/937-4800
406/333-4724

Please mail this completed form to the Glastonbury Landowners Association, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

Date received 11-13-97

Date reviewed 11-17-97

Recommended Action No Action required at this time. If this remains a problem after the parcel 47 dispute is resolved, the board will consider a new complaint at that time.

Disposition Dismiss the complaint.

Board Member Reviewing Complaint [signature] 11-17-97
Signature

ON PARCEL 47 WHO LIVES IN AUSTRALIA AND THEREFORE WAS NOT AT THE MAY MEDIATION, BUT WHO WANTED TO TRY SETTLING THE MATTER OF THE LAWSUIT DIRECTLY WITH ME (SHE AND I WERE BOTH AT THE SAN DIEGO SUMMER CONFERENCE AND DURING OUR CONVERSATION TOGETHER WE BOTH REALIZED THAT SHE HAD BEEN MISINFORMED ABOUT SOME CRITICAL DETAILS OF THE MEDIATION BY THE OTHER PLAINTIFFS TO THE LAWSUIT).

We started a "conversation" by FAX which she was able to get Roach involved in, and I am submitting a copy of one of the letters which addresses another attempt at resolving the road issue: See question #4 on Page 2.

I am sorry to say that Margaret Roach declined to answer <u>any</u> of these questions, telling Dulce Santos that the rest of the Plaintiffs did not want Dulce acting as a "mediator" any longer since she was "one of them."

ALSO BY FILING THIS COMPLAINT I AM NOT UNDER ANY ILLUSIONS THAT YOU WILL BE ABLE TO SOLVE THIS PARTICULAR ROAD SITUATION. I MERELY WANTED TO POINT OUT THAT I BELIEVE MARGARET ROACH MAY BE IN VIOLATION OF GLASTONBURY COVENANTS, AND THEREFORE SHOULD NOT BE RUNNING FOR OMBUDSMAN UNTIL SHE COMES INTO ALIGNMENT W/ THESE OR ANY OTHER REGULATIONS.

011-61-7-5594-9295

FAXED TO MARIA DULCE SANTOS IN ARUNDEL, AUSTRALIA ON

July 23, 1997

Dear Dulce:

I appreciate--very much--your willingness to mediate this situation. I am willing to continue the discussion of the issues addressed by Margaret in her FAX, as long as we stick to the facts (i.e. using written or other tangible evidence which would hold up in a court of law); that we work with one main issue at a time (of the three initially outlined) for clarification and focus--in order to hopefully make some progress; and that we refrain from engaging in attempted mind reading, i.e. erroneously thinking that we know what is in someone else's mind without letting them speak for themselves... as we look for the truth in these matters.

Of the 3 issues of concern (boundaries, road, and water system) I propose to address the multi-family road at this time.

Fact #1: I have in my possession a document--signed by Edward Francis in 1986--that gives me permission to construct a "MULTI-FAMILY ROAD" across my 4-acre interest to access my proposed homesite. I received this document after I had made a written application for such a permit according to Glastonbury covenants and regulations, which regulations I was legally bound to honor by virtue of my contract with the Baylors for an interest in their land, who were also bound by the same rules and regulations.

Fact #2: I also have in my possession a written agreement--signed by Margaret Roach in 1986--whereby I conveyed to her an acre-interest in my original twenty percent interest, also binding her to the same community covenants and regulations, and whereby she agrees that she will be using that same permitted road (which had already been constructed by that time, at my own expense) in order to access her homesite (naturally, via her own driveway which would be installed at the time of building her house).

I have 2 questions for Margaret:

1) Does she feel legally or morally bound to honor either of those documents??

2) If not, can she produce any other written, legally binding document (such as a Glastonbury permit for constructing her own separate road) which would in any way change the intent of those two aforementioned documents that I have in my possession?

My concern is this, Dulce:
Just as you and the Baylors were required--by Glastonbury regulations--to share the same entrance point off of Capricorn Drive to access your respective houses via your own driveways, so the requirement was the same on my end of Parcel 47.
However, for some reason we now find ourselves with three different entrance roads (a third one for the Dunns), side-by-side, off of Capricorn Dr. without the ability to properly improve any one of them up to Glastonbury and county road standards without impacting on the other's attempted improvements and expenditures of money!

Therefore, my final two questions for Margaret on this particular matter are these:

3) What justification--legal or otherwise--does she have for not complying with Glastonbury regulations for road usage?

It is not my intent here to debate the merit or worth of such a regulation, i.e. having one entrance shared by multiple families off of a main road, [although I think it might have something to do with safety as you are entering a main road--one car at a time, rather than potentially 3 vehicles arriving all at once, each from their separate road, and impacting, perhaps dangerously, on the main road traffic]; my only intent at this time is to acknowledge that such a regulation exists--as you, yourself, know, Dulce! Otherwise you wouldn't have been required to move your driveway over to that corner of the Baylor's property where they already had an entrance, and which entrance you were required to share by obtaining a road easement from them. (Please correct me if I am wrong on this point?)

Final question for Margaret:

4) What is to prevent her from working in a cooperative manner--based on those two aforementioned legal (i.e. admissible in a court of law) documents which I have in my possession (one of them signed by her) to help to improve the existing multi-family road (which has been in existence for over 10 years, as opposed to her own entrance road which was installed only 2 or 3 years ago--when I was in California--and without the permission of anyone in Glastonbury, as far as I know) in order to resolve one of the major stumbling blocks to the settlement of this lawsuit??

It is certainly within her power--rather than just doing "her own thing" and expecting others to pay for it, i.e. the lawsuit itself--to help to FAIRLY resolve at least this one issue of the lawsuit at this time.

Dulce, when I receive a straight-forward and honest answer to each of these 4 questions, from Margaret, then I will be happy to discuss the other matters of concern that exist. Until then I will not feel that I have been dealt with in good faith nor justly.

Yours for the Truth,

Nancy

Nancy Cook Wintroub

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Glastonbury Landowners Association
Board of Directors Joint Meeting
with
Church Universal and Triumphant Executive Board
and
North and South Glastonbury Teaching Center Boards
December 1, 1997

1. Call to Order, Opening Prayer -- GLA President Patrick Wolberd opened the meeting at 7:40 p.m. Rev. Peggy Keathley gave the opening invocation. Upon invitation by P. Wolberd, each person present introduced themselves to the group.

Glastonbury Landowners Association (GLA):

Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Philip Covington, Andrew Field, Peggy Keathley, David Newhouse, Walter Wunsch, and Ombudsman Laurel Matthews.

Absent: Philip Hoag.

Church Universal and Triumphant (Church) Executive Board:

Present: Gilbert Cleirbaut (President), Edward Francis (Vice President), Carla Healy (Business Manager for Royal Teton, Ltd.), Andres Fortino (Treasurer), Neroli Duffy (Process Leader for Human Resources), Richard Smith, and Teresa McNicholas.

North Glastonbury Teaching Center (NGTC) Board of Trustees:

Present: Maydell Goulart (President), Kim Michaels (Vice President), Juanita Mountjoy (Secretary), Sara Daly (Treasurer), Patricia Jones, Dorothy Whitehead and Victoria Osborne.

South Glastonbury Teaching Center (SGTC) Board of Trustees:

Present: Regina Wunsch (President), Laurel Matthews (Vice President), Robert Manhart (Treasurer), Dan Kehoe, Sr., Betty Manhart, Rev. Susan Brailsford, and Mary Ann Dubiel.

2. Minutes -- P. Keathley moved, W. Wunsch seconded to dispense with the minutes. The motion passed unanimously.

3. Order of Business -- All items were discussed in the order of the agenda.

4. Reports of Officers and Committees -- J. Murphy moved, P. Keathley seconded to dispense with this report. The motion passed unanimously.

5. **Ombudsmen Reports** -- W. Wunsch moved, M. Scoble seconded to dispense with the Ombudsman reports. The motion passed unanimously.

6. **Unfinished Business** -- J. Murphy moved, D. Kehoe, Jr. seconded to dispense with the unfinished business. The motion passed unanimously.

7. **Tabled Business** -- W. Wunsch moved, J. Murphy seconded to dispense with the tabled business. The motion passed unanimously.

8. **New Business** --

8.1 North Glastonbury Land Request Presentation.

M. Goulart distributed the following: (1) a complimentary copy of the new Glastonbury Telephone Directory to the president of each of the three organizations; (2) a Statement of Glastonbury Goals to each person present (see attached); and (3) a map of the proposed community facilities site in North Glastonbury to each Church board member (see attached). She said that there had been a vote of overwhelming support by the NGTC members to choose the land depicted on the map, and that the map followed the preliminary Master Plan work that had been facilitated by Michael Van Hausen in the past spring and summer. She said that she had been told unofficially at a later date that this land was not available. She then made a formal request to the Church for the land. She said that a land donation would give the NGTC the financial thrust it needed to begin to plan more realistically for the building of community facilities which were so desperately needed.

Several other NGTC trustees made comments concerning the need for community facilities, and stated the reasons why the particular site had been chosen. One trustee commented that he felt the perception by the general Church membership of the re-energizing process will be greatly colored by the Church's actions regarding Glastonbury, and that a donation of land there would give a favorable impression that this process was a positive step forward for church membership as a whole. Another trustee said that the land donation would also benefit the developer by improving the value of the land the developer was trying to sell.

P. Wolberd gave a brief summary of the history of land use planning in North Glastonbury. He said that discussion of a community center had begun in 1991 when NGTC had been formally

organized. In answer to a question from the floor, he said that the GLA planned to continue the preliminary Master Plan work through to the final stages.

E. Francis asked what would happen if the community facility land determined in the final Master Plan differed from the land that had just been requested by the NGTC as a donation. P. Wolberd responded that a great deal of thought and work by many residents of North Glastonbury had already gone into the preliminary Master Plan, and that he saw this as the solid launching point for a final Master Plan that would only be a refined version of what had already been accepted by the membership. G. Cleirbaut noted that he foresaw a growth cycle for the Church in the next few years, and that therefore we "need to have our act together" in Glastonbury, but that he first wanted to see a total land use proposal. One GLA member asked where the current Thomas More grammar school was on the map that had been presented. M. Goulart said that it was not on the map, but that she felt it should be there on the final Master Plan.

8.2 South Glastonbury Land Request Presentation.

D. Kehoe, Sr. gave the SGTC presentation. He began by handing out a ten-page package of data to the the Church Board of Directors that showed the proposed community facilities site (see attached). He explained that the SGTC has been using the basement of Laurel Matthews home at the end of Leo Drive as the SGTC chapel since 1993, and has been paying her $350/month for the use the space. He noted that many people did not like to meet in a basement. Laurel noted that there was no bathroom in her basement and that the facility allowed no space for families, i.e. Sunday school and community functions. D. Kehoe, Sr. commented that there was currently $1,200,000 worth of unsold property in South Glastonbury according to the Church's new prices. There was discussion about why less land had been sold in South Glastonbury than in North Glastonbury, with D. Kehoe, Sr. pointing out that South Glastonbury's progress has been seriously impeded as a result of not having centrally-located facilities of any kind.

D. Kehoe, Sr. said that the members of the SGTC are desirous of building of a church and community facilities, and that he felt it would be wise for the developer to take advantage of this momentum before it was lost. He then formally requested from the developer for SGTC 20 acres of Parcel 23, Glastonbury South. He commented that SGTC has had negotiations with the owner of Parcel 22 regarding the purchase from them of a 1.5 acre portion of land that is adjacent to Parcel 23. He said Parcel 21 has a desirable 3 acre portion of land that is also contiguous to Parcel 23 that would provide an ideal school site at some later time. He described the road plans for the Parcel 23 site, which would extend the existing Avalon Drive to connect with the planned Chalice Well Way. He said there were plans for a phased development of the site, which would

progress from phase to phase as SGTC acquired capital. He commented that part of the land requested of Parcel 23 included the former Glastonbury office facility, and this would be Step 1 and provide an immediate chapel facility. Step 2 would be to build a new chapel in the area of the center of the parcel, and convert the former office/chapel into a community center. Step 3 would be to build a community center facility adjacent to the new chapel and convert the original Glastonbury office facility inot a sports and recreational center. He said that the uses proposed for Parcel 23 by SGTC conforms to the Preliminary Master Plan, also as shown on the handouts. He also said development of the site would increase the value of all Church-owned land in and adjacent to South Glastonbury. D. Kehoe, Sr. stated that the SGTC Board feels that all Church-owned land in and adjacent to South Glastonbury should be developed in accordance with the Glastonbury Land Use Master Plan, otherwise all values in South Glastonbury would be in jeopardy.

Someone asked what was proposed for the existing barn on the property. E. Francis said that it was currently a shelter owned by a group called Community Preservation Association, Inc. (CPAI). He said that the Church doesn't hold title to Parcel 23 South, since title to the whole parcel was transferred for 25 years to CPAI at the time the shelter had been built (1989-90). Along with the 25 year lease went the rights of CPAI to use the former office building. E. Francis explained that at the time of the situation in 1989, the Church had wanted the barn to be available for a shelter, and since minor subdivisions weren't generally allowed in the county at the time, the Church had transferred title to CPAI in the only reasonable way it could. He said that even though CPAI was in some sort of dormant status as a corporation, he heard it had recently hired an attorney to study reviving the barn as a shelter. He explained that apart from taking legal action, the Church cannot force CPAI to give back the parcel. In answer to a question, he noted that if the corporation dissolves, whoever receives its assets would also acquire the land and building lease. He said that one option to solve this would be for the Church to foreclose on the lease, since CPAI owes money on it. However, E. Francis explained that there were other problems with the land, such as underground storage tanks with unknown contents, and taxes owing on the parcel. There is also an agricultural irrigation lease on the property that extends for five years, although he noted that this lease could possibly be bought back. D. Kehoe, Sr. said that he recently phoned the State of Montana regarding CPAI and was informed that it had ceased to exist as of 1992. He also pointed out that the 20 acres requested did not include the barn/shelter.

E. Francis said that the Church would be willing to donate land to the Teaching Centers for community facilities, however he had felt that the only feasible property for such purposes would be existing unsold parcels of land, since there are already utilities to this land. He had thought

GLA 00142

that all other land should be put on hold until the final Master Plan had been completed. He said that monetary investments for infrastructure were only feasible if one had clear access to the land itself. D. Kehoe, Sr. pointed out that SGTC was not interested in building a chapel on any of the existing unsold parcels still owned by the Church.

E. Francis asked why SGTC had requested a full 20 acres. D. Kehoe, Sr. responded that adequate land was needed for community facilities as well as for a chapel. He commented that if the SGTC could sell some portion of the land, this would give them some funds to pay for the chapel development. Question from E. Francis: Do you want the Teaching Center to go into the development business? D. Kehoe, Sr. replied that as an owner of the land they would do what would be needed to develop it. They would act as an owner of land, but that this wouldn't make them a builder or put them into the development business. E. Francis noted that from a tax exempt organizational point of view, development in Glastonbury was enough of a problem for the Church that they had to create a taxable entity through which to work. He said that the intent was to give the Teaching Center land to build a Teaching Center, not to give money so that they could build structures to make money. He noted that the Church must treat all Teaching Centers equally. D. Kehoe, Sr. said that if the SGTC made considerable money in the way they handled the land, he thought it would be good for all involved.

K. Michaels read a quote from El Morya that mentioned having other facilities in Glastonbury. E. Francis said that it did not necessarily envision commercial development. He asked the SGTC if they wanted the land now, before the Master Plan is completed. Dan Kehoe, Sr. responded that he felt the land donation should follow from the Master Plan. He said he envisions a fine tuning of the preliminary work by an architectural firm rather than by Michael Van Hausen, since Michael works best with "large brush strokes." He thought it would take about six months to complete the Master Plan, and that the SGTC intended to conform to that Master Plan.

Question from Andrew Field: How important was the office/house in the selection of this parcel, and what were the other attractive attributes of the parcel?
Dan Kehoe, Jr.: The house was not of great importance in determining the parcel. Rather, the central location and topography were the important factors -- it would be ideal for a chapel, community building and sport activities for families.
P. Wolberd said that he wanted to make clear that the preliminary Master Plan is not just "the Van Hausen Plan," it is the community's plan. Hundreds of hours by community members have gone into it. He said that the locations of the community centers had been approved by the landowners,

and that now the Plan was at the fine tuning stage so that the locations would probably not be altered from this time on.

Susan Brailsford commented that only 46 people had showed up at the recent election for Glastonbury directors. She said that she perceived many South Glastonbury landowners felt lost, perhaps as though they had been dumped by the Church in the reorganization process, and that they needed something positive in which to put their energy, such as building a community center. She also stated that leasing the former Glastonbury office would be a great immediate help.7

G. Cleirbaut noted that Glastonbury was in a phase of co-dependency with the Church, and that the next step was to move to interdependency. He agreed that the family was an important thrust for future Church development, and that the Glastonburys did need a playground and areas for the children, as well as places to meet after services.

One GLA member commented that she had been a land developer, and that it was common for developers to put in some kind of recreation or community center into their development in order to make the property more attractive to buyers.

8.3 Glastonbury Road Condition Discussion.

D. Newhouse handed out a Road Committee report to all in attendance (see attached). He reviewed the report for North Glastonbury. H. Brailsford said he wished to add to the report that there was no cul-de-sac at the end of Virgo Way, and that one was needed.

W. Wunsch presented the report for South Glastonbury. He noted that the specific problems were broken down into either those (A) in which no work was done, (B) in which work was done, but not to standard, and © where work had been done but not properly maintained. The remaining items were not the responsibility of the developer. He said that many items were not urgent, and could be scheduled for remediation so as to accommodate the cash flow of the Church and the GLA. G. Cleirbaut: Do you have an estimate of the amount involved in your request? W. Wunsch responded "not yet." He said that the GLA had authorized the Road Committee to spend $3,000, and that he felt it had effectively been spent on road maintenance work by A. Mann, which had included some ditching, and no transportation or machine costs. He explained that the GLA has a contract with Mann by which they will use his road maintenance services exclusively for the next six months on an as-needed basis. He felt this gave a better job for the money than if Mann had been asked to do a certain amount of work for a set amount of

money. H. Brailsford said that he had gotten a $1,500 bid for a road worker to complete Virgo Way for his subdivision to pass, and that it needed more gravel.

E. Francis said that the Church had hired an engineer, William Smith, to take the earlier letter they had received from the GLA in October and to compare it to the originally advertised Glastonbury road standards. C. Healy passed out copies of W. Smith's report and of relevant sections of the Glastonbury General Information Report, which had clarified for buyers of land the developer's responsibility, including design specifications for the Glastonbury roads (see attached).

E. Francis noted that the heavy snows of the past two years had contributed to road erosion more than usual. He also said that if the developer had done all earlier maintenance that the GLA's report specified, there would not have been $5,000 in the assessment fund when it was turned over to the GLA. In fact, it might have been in the red. He said that another reason for not doing extensive road ditching was that people tended to drive off the road in the snow. There are 23 miles of road in Glastonbury; he noted that many county roads were far worse than ours. W. Wunsch said that because Glastonbury landowners pay assessments, they felt they should have somewhat better road conditions than those in the county. E. Francis said the Church expected to be held responsible for bringing roads up to specifications, but that this was a different issue than road maintenance and the wise use of assessment funds.

P. Wolberd said that he and P. Hoag had examined records of the past costs of Glastonbury road maintenance which had been provided by the developer, and that from this information they arrived at a Glastonbury road maintenance estimate of $50,000 or $60,000 per year. He acknowledged that the Church had spent much more on Glastonbury road maintenance in the past than what had been in the assessment fund, and that he wanted all to be aware of this generosity on the part of the Church.

G. Cleirbaut asked what the GLA would prefer -- money to fix the roads, for the Church to fix them directly, or land compensation for the road problems. P. Wolberd responded that the purpose of the GLA is to maintain the community, not provide for facility development. Therefore, a cash payment would be preferable. E. Francis noted that there was a definite gap between the Church and the GLA road report. He said that from the Church's point of view, a cash settlement seemed more likely, rather than for them to do the work, since they had only retained a minimal amount of road equipment. He asked that the GLA study the Church's report they had just received, and to then provide them with an itemized bid.

8.4 Proposal for a Joint Committee.

E. Francis proposed that each group - the Church, NGTC, SGTC and the GLA - designate a small group of approximately three members to represent it, and that these representative groups then meet as a Joint Committee to work through the requests that had been presented. There was consensus among all groups that this occur.

There was also the consensus of the GLA Board on the following issues:
(1) to deal solely with items A and B of the GLA road report, as it was felt that the C items (maintenance issues) were not the main concern;
(2) that W. Wunsch and D. Newhouse be the representatives for the Road Committee, that they be empowered to negotiate on behalf of the GLA; and
(3) that the Joint Committee obtain several bids and then develop a request for proposal (RFP) for the road work, as it was hoped this would provide an RFP much closer to what both groups could agree upon.

P. Wolberd stated that although the representative committee for the GLA would be empowered to negotiate on behalf of the GLA, the entire the GLA Board would need to approve of any decisions arrived at through the negotiations. G. Clairbaut acknowledged the same for his board.

P. Wolberd asked when the joint committees could meet, as there was consensus by all groups present that the meeting(s) should occur as soon as possible, especially in light of the timeliness of the road issues. E. Francis said there was a Church Board meeting on Wednesday, December 3, and that they would get back to the other groups on a date and the identity of a Board contact after that meeting. There was consensus among all groups that all issues presented this evening be resolved by January 31, 1998.

8.5 Developer Pick-up Truck and Snow Plow Inquiry.

W. Wunsch read a letter he had sent to the Church requesting the former Glastonbury pick-up truck and snowplow (see attached). W. Francis said that the truck was in very poor condition, and advised the GLA not to try to repair it. He said that neither was owned by the Church, but by Royal Teton, Ltd. C. Healy said she had researched the value of the items, and that at salvage they could receive $1,500 for the truck and $700 for the plow. E. Francis suggested that the request for these items also be made a part of the Joint Committee's work; there was consensus on this point.

8.5 Park Land Deed.

E. Francis presented a Warranty Deed for Glastonbury park (common use) land, which consisted of three parcels -- Parcel 96 and 102 of Certificate of Survey No. 616A in South Glastonbury and Tract 1 of Certificate of Survey No. 1173 in North Glastonbury (see attached). This land has been deeded to the GLA from the developer, and consists of about 225 acres.

9. Open Floor Comments -- W. Wunsch moved, J. Murphy seconded to dispense with the open floor comments. The motion passed unanimously.

10. Next Meeting -- The next meeting will be at 7:00 p.m. on Monday, December 15, at the North Glastonbury Teaching Center.

11. Adjournment -- The meeting was adjourned at 10:30 pm.

Lucia Hodges

Submitted by Lucia Hodges
Assistant Secretary

1997-12-01_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Joint Meeting
with
Church Universal and Triumphant Executive Board
and
North and South Glastonbury Teaching Center Boards

Agenda

December 1, 1997

1. Call to Order, Opening Prayer (and waiver of notice if required), Introductions
2. Dispensing of Minutes
3. Order of Business
4. Dispensing of Reports of Officers and Committees
5. Dispensing of Ombudsman Report
6. Dispensing of Unfinished Business
7. Dispensing of Tabled Business
8. New Business
   - 8.1 North Glastonbury Land Request Presentation (approx. 20 min. + discussion)
   - 8.2 South Glastonbury Land Request Presentation (approx. 20 min. + discussion)
   - 8.3 Glastonbury Road Condition Discussion
   - 8.4 Developer Pickup Truck and Snow Plow Inquiry
9. Dispensing of Open Floor Comments
10. Next Meeting - Monday, 7:00 p.m., December 15, 1997, North Glastonbury
11. Adjournment

Status of Glastonbury Goals
as of Dec 1, 1997

1. **THRIVING ECONOMIC COMMUNITY**
   a. Members of the Golden Age Cooperative Development Fund and The Committee For A More Perfect Union are working on this. No actual verifiable results as yet.

2. **HOLISTIC HEALING CENTER**
   The components are here.
   a. Seventeen healing practioners are in or around Glastonbury (see yellow pages of Tel. Dir.) using twelve different methods or disciplines.
   b. Color therapy, not mentioned in Directory, is being used by a few of us and is the healing method of the future.
   c. We have a number of registered nurses in the community who are not active at present besides those listed in in the Telephone Directory.
   d. There are numerous distributors of health products.
   e. There are also three professional counselors.

3. **LOVE IN ACTION**
   We are working on it:
   a. Community Involvement Committee
   b. Welcoming Committee for new people.

4. **COMMUNICATIONS**
   1. Glastonbury Herald (began 1996)
   2. Community Resource Center - sends automated telephone messages to Glastonbury and beyond.
   3. In-Reach, Out-Reach Program - Brings in workshops and lectures to the community. Stumps the tri-state area and beyond with the Teachings of the Ascended Masters.
   4. New Glastonbury Telephone Directory

5. **INFRASTRUCTURE**
   a. Other than an old farm house used by the Thomas More School and its renovated garage used by the North Glastonbury Teaching Center for a chapel, North Glastonbury has nothing that could be used as a public facility.
   b. A multi-purpose community center incorporating an intermediate chapel on the second floor level is the need of the hour. A gathering place for people in or out of the teachings.

6. **EDUCATION**

We have several high quality schools established in North Glastonbury.

a. Montessori Garden - Preschool to Kindergarten
b. Thomas More Elementary - grades 1-6
c. Henry Wadsworth Longfellow Academy - grades 7-8
d. Montessori Education Center - Teacher training
(At present these are all underfunded.)
e. Workshops for the elderly on how to prepare for the ascension (instructions being prepared to be released to other Teaching Centers) and other timely topics.

DAH

Douglas A Holm
Certified Public Accountant

(406) 222-2467

November 19, 1997

Walter Wunsch
PO Box 36
Emigrant, MT 59027

TO: Glatsonbury Homeowners' Association

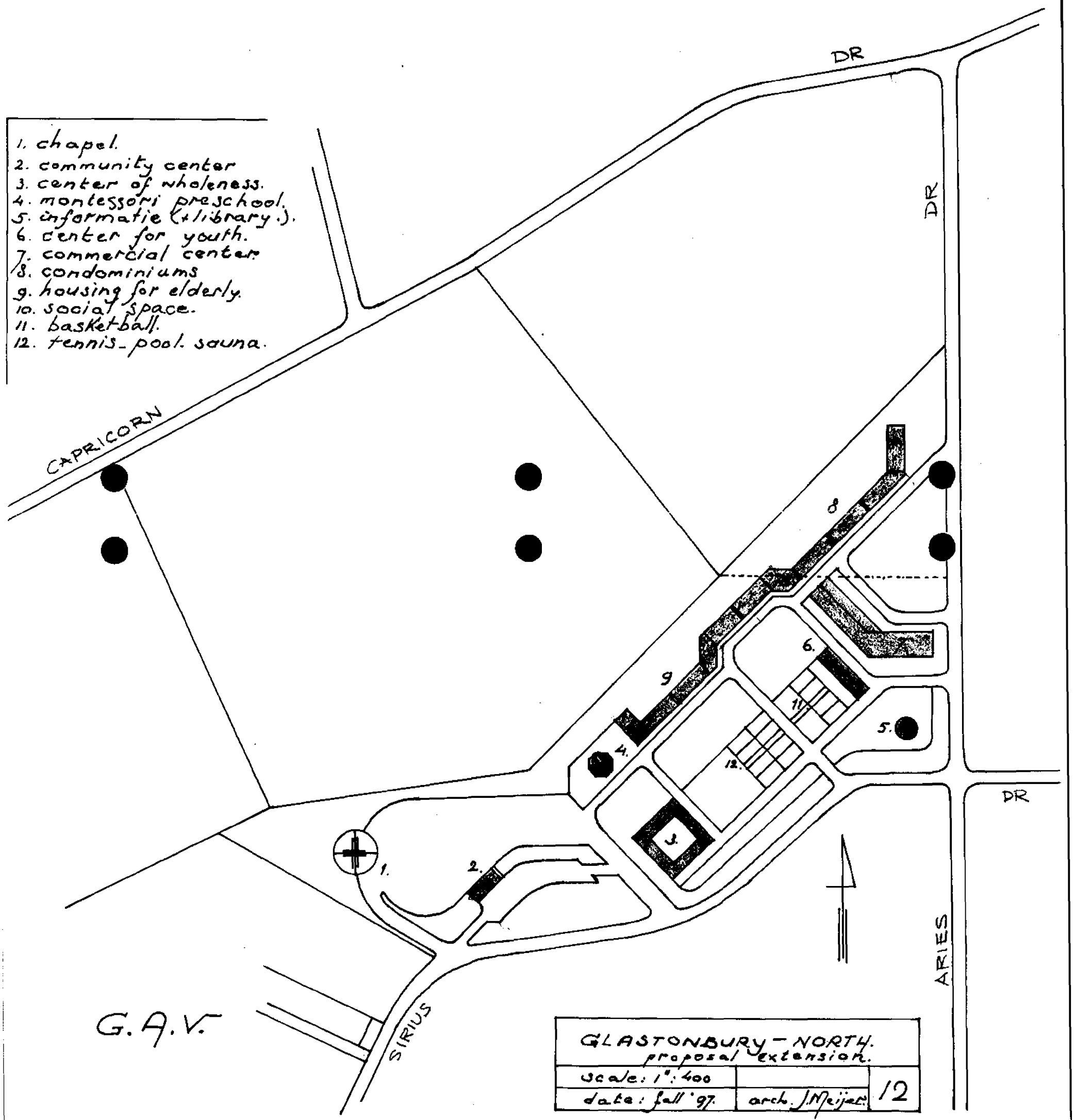
FROM: Douglas A. Holm, CPA

SUBJECT: Proposal for Professional Services

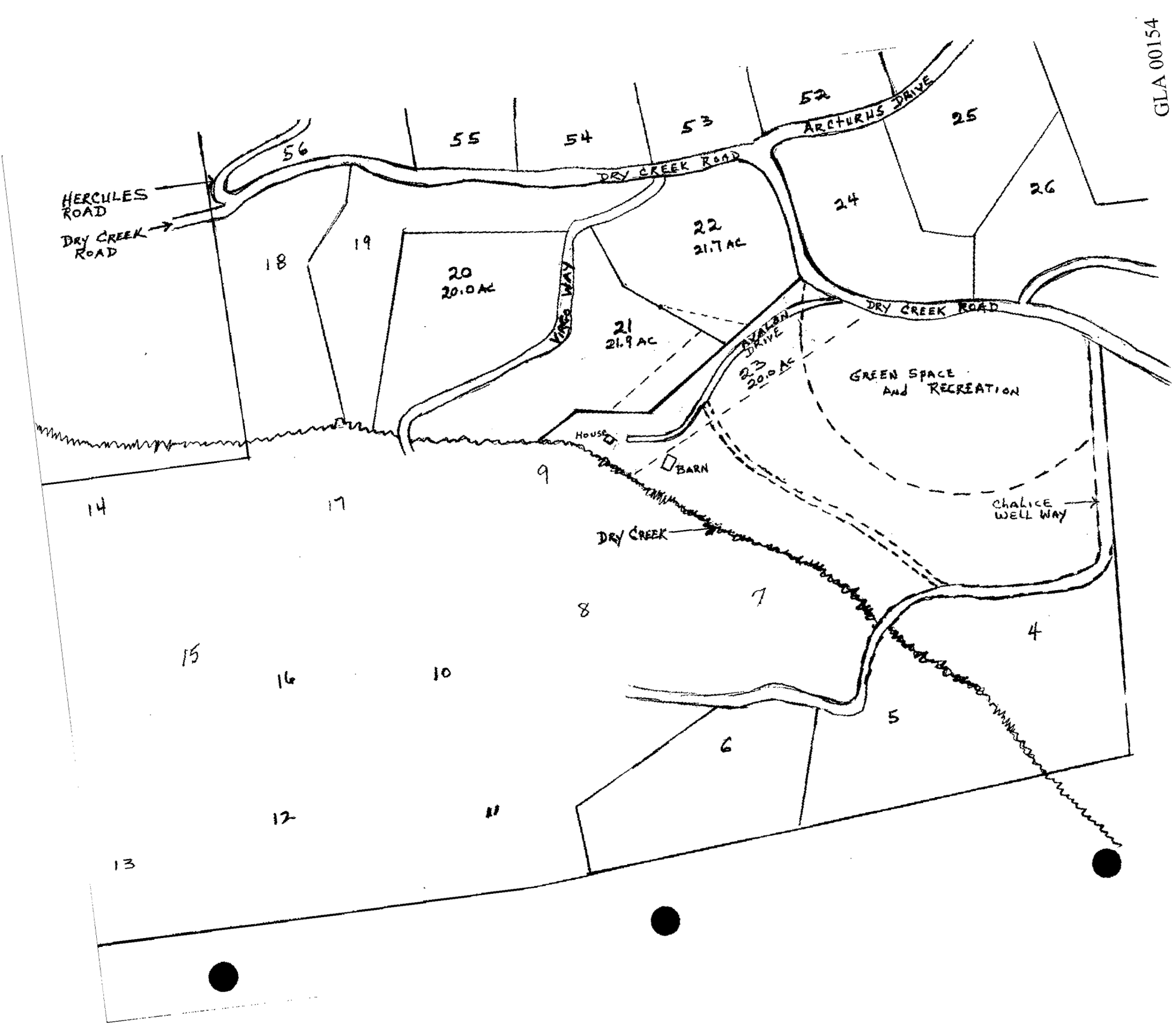
1)	Set-up charge (one-time charge) - set up receivables and accounts for 200 members ($.50/member x 200 members)	$ 100.00
2)	Monthly billing ($.25/member x 200 members) to include: a) record checks b) record income c) monthly Balance Sheet d) monthly Profit and Loss or Cash Flow	$ 50.00
3)	Quarterly billing to include preparation of quarterly statements	$ 20.00
4)	Tax Return - all tax returns are billed on an hourly basis at $95.00 per hour. Maximum charge not to exceed $250.00.	

111 North 3rd Street • Livingston, Montana 59047

1. chapel.
2. community center
3. center of wholeness.
4. montessori preschool.
5. informatie (+library.).
6. center for youth.
7. commercial center.
8. condominiums
9. housing for elderly.
10. social space.
11. basketball.
12. tennis_pool. sauna.



GLASTONBURY – NORTH. proposal extension.		
scale: 1": 400		12
date: fall '97.	arch. J.Meijer.	


GLA 00154
HERCULES ROAD
DRY CREEK ROAD
DRY CREEK ROAD
ARCTURUS DRIVE
DRY CREEK ROAD
DRY CREEK ROAD
VIRGO WAY
AVALON DRIVE
GREEN SPACE AND RECREATION
CHALICE WELL WAY
HOUSE
BARN
DRY CREEK
56
55
54
53
52
25
24
26
18
19
20
20.0 AC
22
21.7 AC
21
21.9 AC
23
20.0 AC
14
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6
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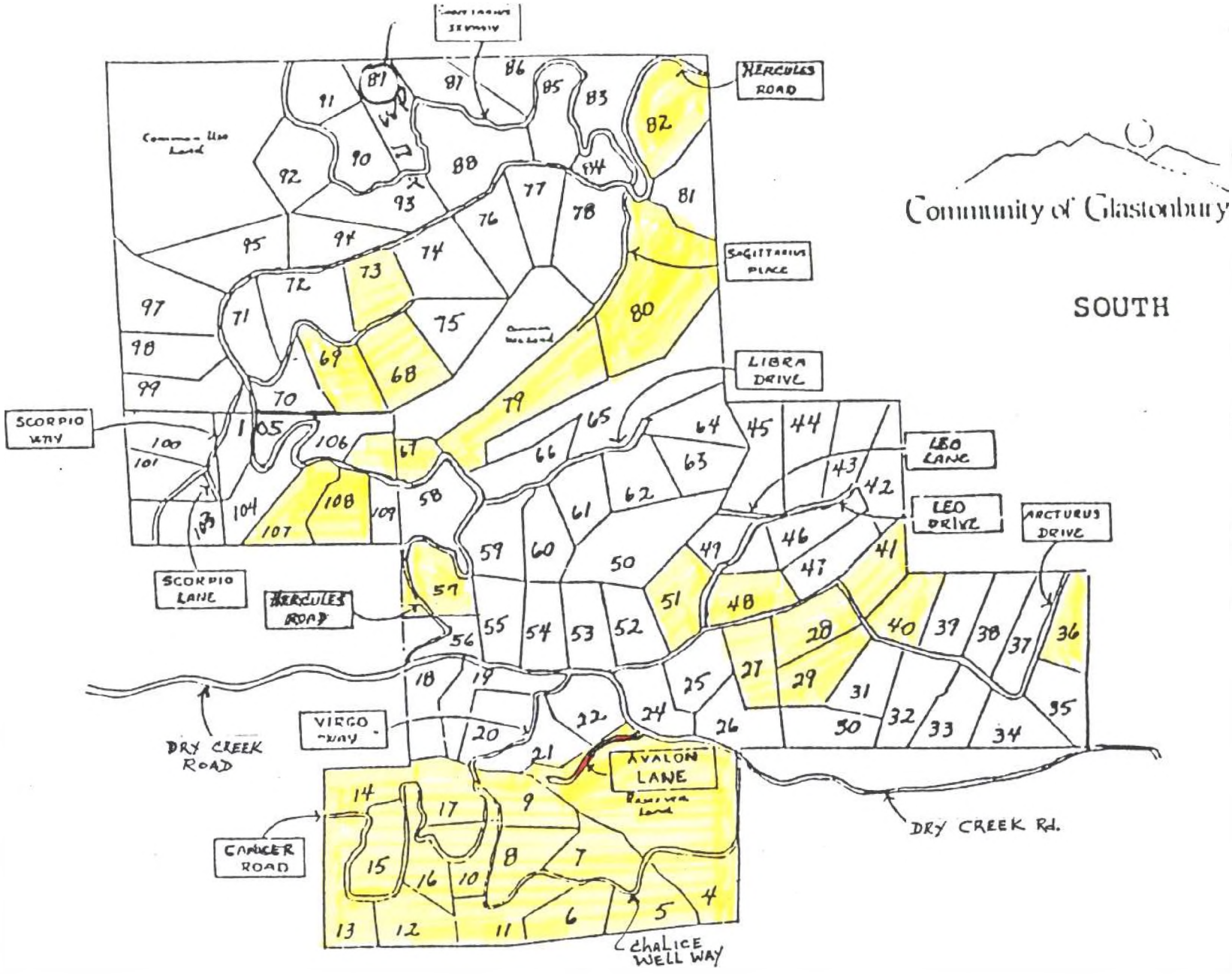
GLA 00155


Community of Glastonbury
SOUTH
HERCULES ROAD
SAGITTARIUS PLACE
LIBRA DRIVE
SCORPIO WAY
LEO LANE
LEO DRIVE
ARCTURUS DRIVE
SCORPIO LANE
HERCULES ROAD
VIRGO WAY
DRY CREEK ROAD
AVALON LANE
CANCER ROAD
CHALICE WELL WAY
DRY CREEK Rd.

Glastonbury South

UNSOLD PARCELS CURRENTLY FOR SALE

	Parcel No.	Acreage	Price	PRICE PER ACRE
1	27	20.24	$43,500	2,150
2	28	23.09	$51,900	2,250
3	29	23.41	$43,500	1,850
4	36	20.00	$59,500	2,975
5	40	20.00	$49,500	2,475
6	41	20.00	$49,500	2,475
7	45	28.89	$51,500	1,780
8	48	20.50	$49,500	2,415
9	51	21.12	$42,500	2,012
10	57	20.19	$43,500	2,155
11	61	20.62	$43,500	2,110
12	63	20.27	$43,500	2,146
13	65	70.25	$85,500	1,210
14	67	20.06	$53,900	2,686
15	68	27.42	$54,900	2,002
16	69	22.99	$53,900	2,345
17	73	20.00	$54,900	2,745
18	79	40.00	$79,500	1,988
19	80	70.42	$89,500	1,271
20	82	34.73	$69,500	2,001
21	107	20.00	$59,500	2,975
22	108	20.00	$59,500	2,975

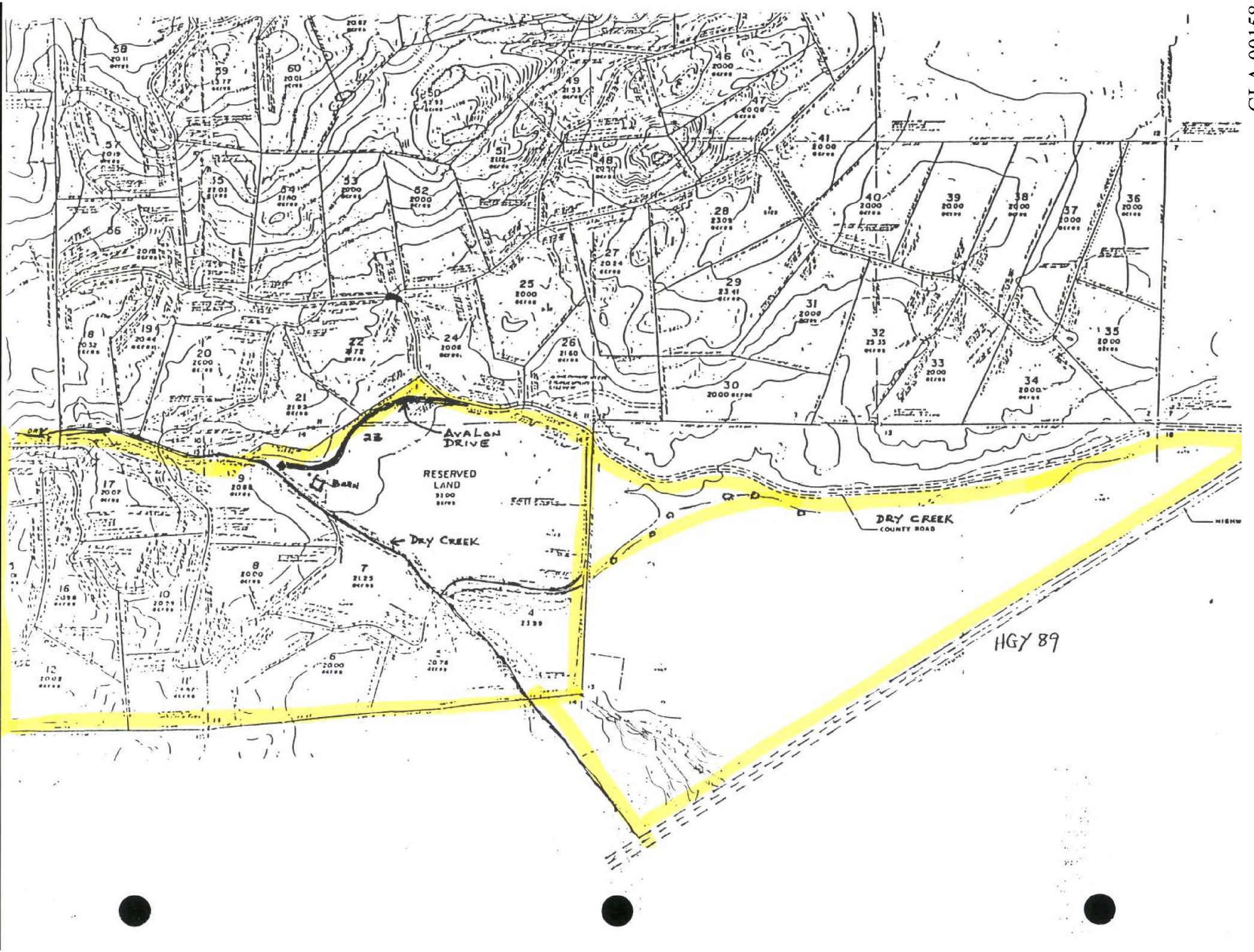
1,232,000

Rev. 97-13

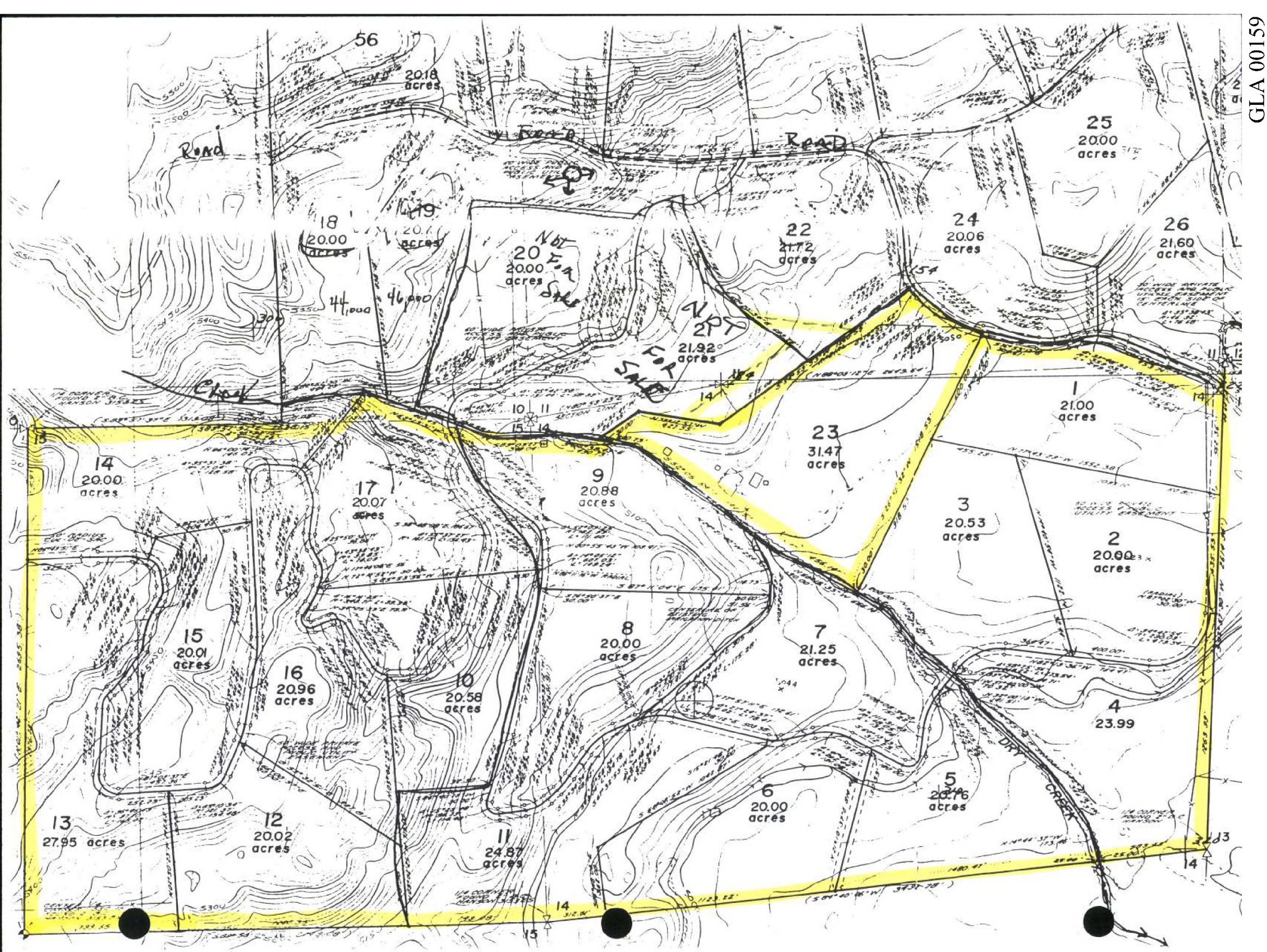
GLASTONBURY South

Unsold Parcels Not Currently For Sale

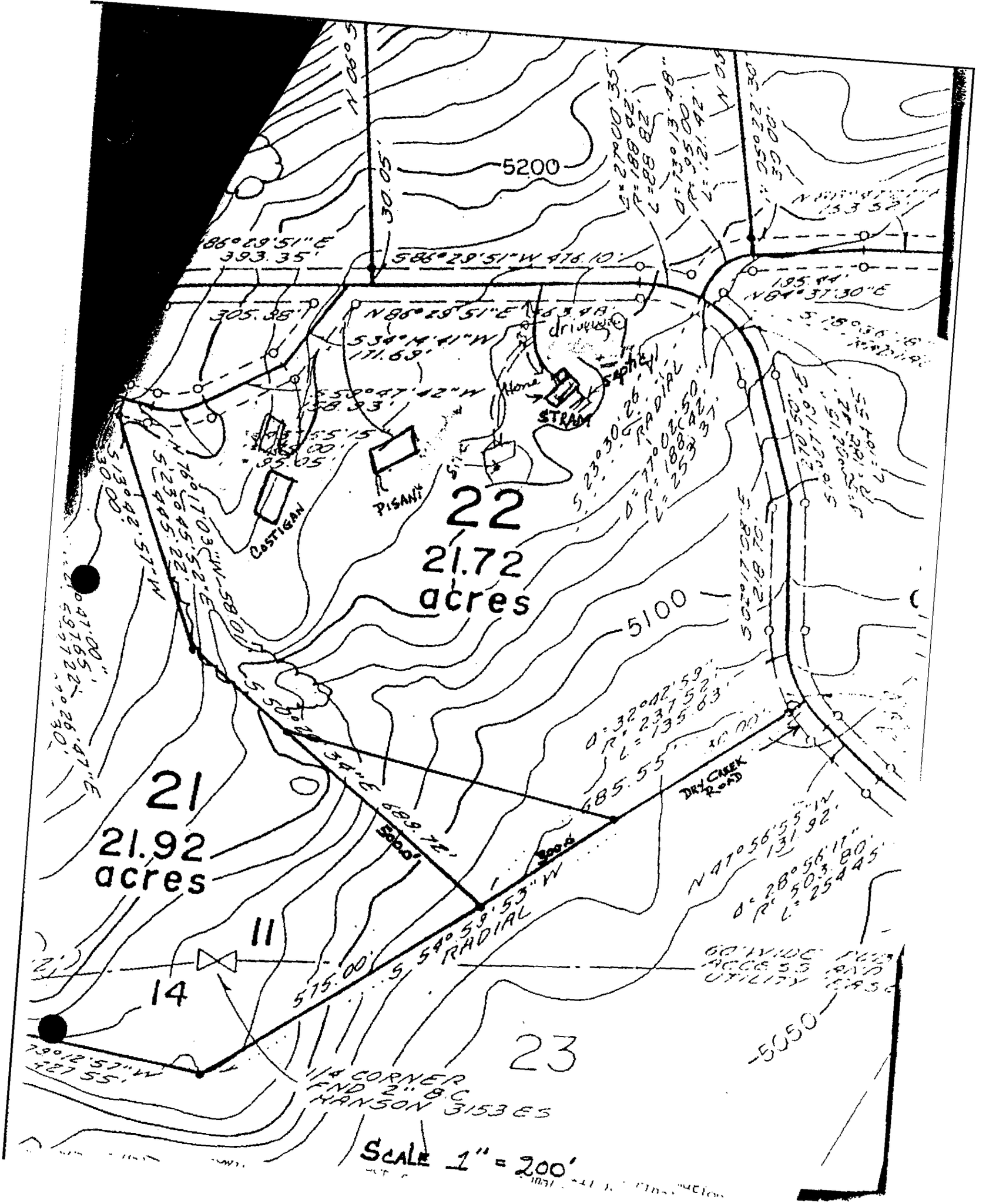
#	Parcel No.	Acreage	Value Per Acre	Value
1	1	21.00	$ 3,250	$ 68,250
2	2	20.00	3,500	70,000
3	3	20.53	3,500	71,855
4	4	23.99	3,500	83,965
5	5	20.76	3,500	72,660
6	6	20.00	2,750	55,000
7	7	21.25	3,500	74,375
8	8	20.00	2,000	40,000
9	9	20.88	3,250	67,860
10	10	20.58	2,000	41,160
11	11	24.87	2,500	62,175
12	12	20.02	2,500	50,050
13	13	27.95	1,500	41,925
14	14	20.00	2,500	50,000
15	15	20.01	2,500	50,025
16	16	20.96	2,000	41,920
17	17	20.07	3,000	60,210
18	23	31.47	3,250	102,278
				$ 1,103,708

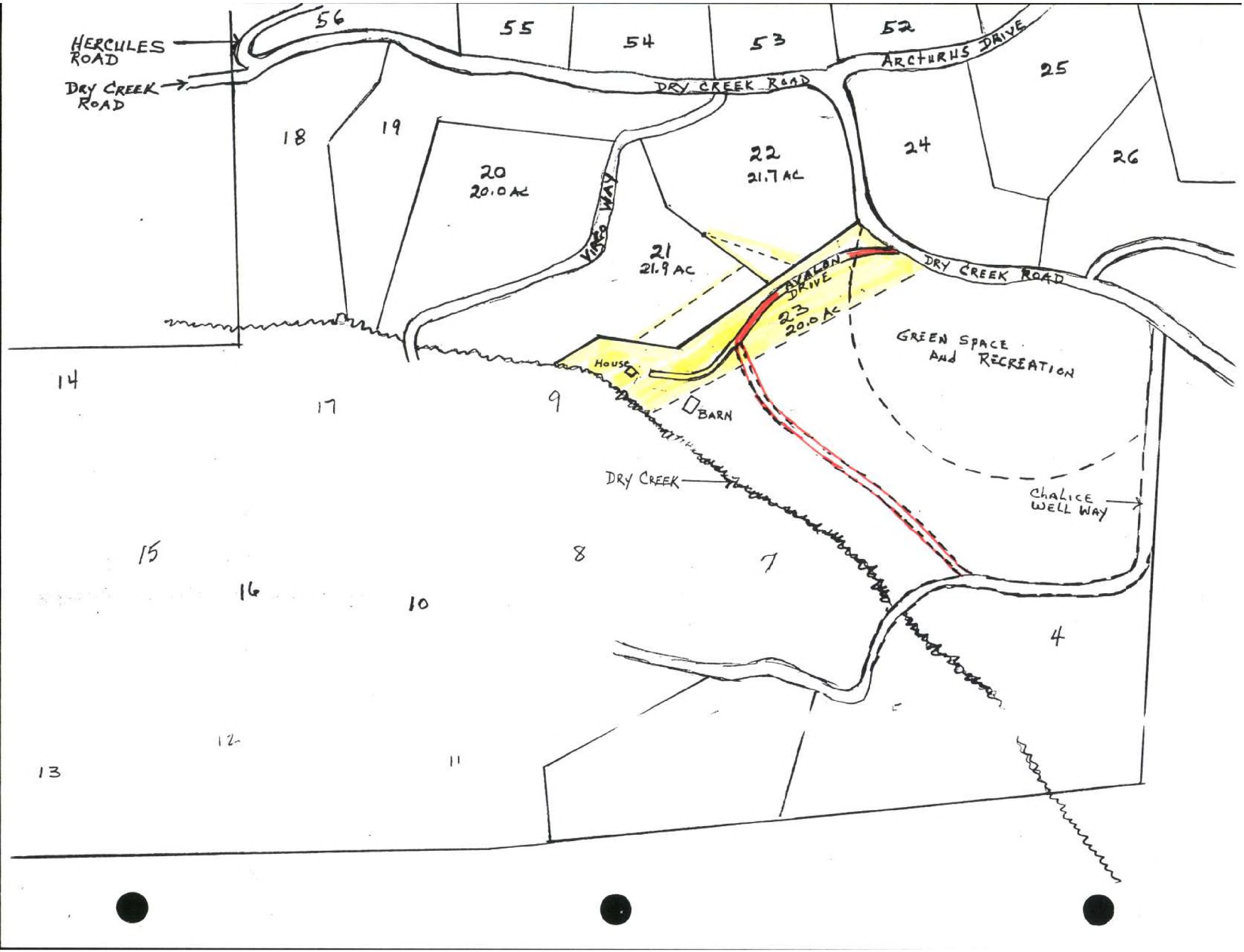

AVALON DRIVE
RESERVED LAND
BARN
DRY CREEK
DRY CREEK
COUNTY ROAD
HGY 89

GLA 00158


56
20.18 acres
Road
Road
Road
25
20.00 acres
19
18
20.00 acres
20
20.00 acres
Not For Sale
22
21.72 acres
24
20.06 acres
26
21.60 acres
44
46
Not For Sale
21.92 acres
Creek
1
21.00 acres
23
31.47 acres
14
20.00 acres
17
20.07 acres
9
20.88 acres
3
20.53 acres
2
20.00 acres
15
20.01 acres
16
20.96 acres
10
20.58 acres
8
20.00 acres
7
21.25 acres
4
23.99
6
20.00 acres
5
20.76 acres
DRY CREEK
13
27.95 acres
12
20.02 acres
11
24.87 acres

GLA 00159


5200
5100
5050
22
21.72
acres
21
21.92
acres
23
14
11
DRY CREEK ROAD
driveway
STRAW
PISANI
CASTIGAN
S 54° 59' 53" W
RADIAL
575.00'
S 58° 34' E
689.72'
500.0'
500.0'
N 41° 56' 55" W
131.92'
685.55'
S 23° 30' 26" E
RADIAL
N 88° 29' 51" E
393.35'
S 88° 29' 51" W 476.10'
N 88° 29' 51" E 143.98'
S 39° 47' 12" W
138.33'
S 53° 41' 41" W
171.63'
N 76° 11' 03" W 58.01'
S 23° 45' 22" E
S 13° 42' 57" W
300.00'
N 88° 29' 51" E 305.38'
N 88° 37' 30" E
185.44'
S 29° 12' 52" W
427.55'
1/4 CORNER
FND 2" I.P.C.
HANSON 3153 ES
SCALE 1" = 200'


HERCULES ROAD
DRY CREEK ROAD
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ARCTURUS DRIVE
DRY CREEK ROAD
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20.0 AC
22
21.7 AC
24
26
VIRGO WAY
21
21.9 AC
AVALON DRIVE
DRY CREEK ROAD
23
20.0 AC
GREEN SPACE AND RECREATION
HOUSE
BARN
14
17
9
DRY CREEK
CHALICE WELL WAY
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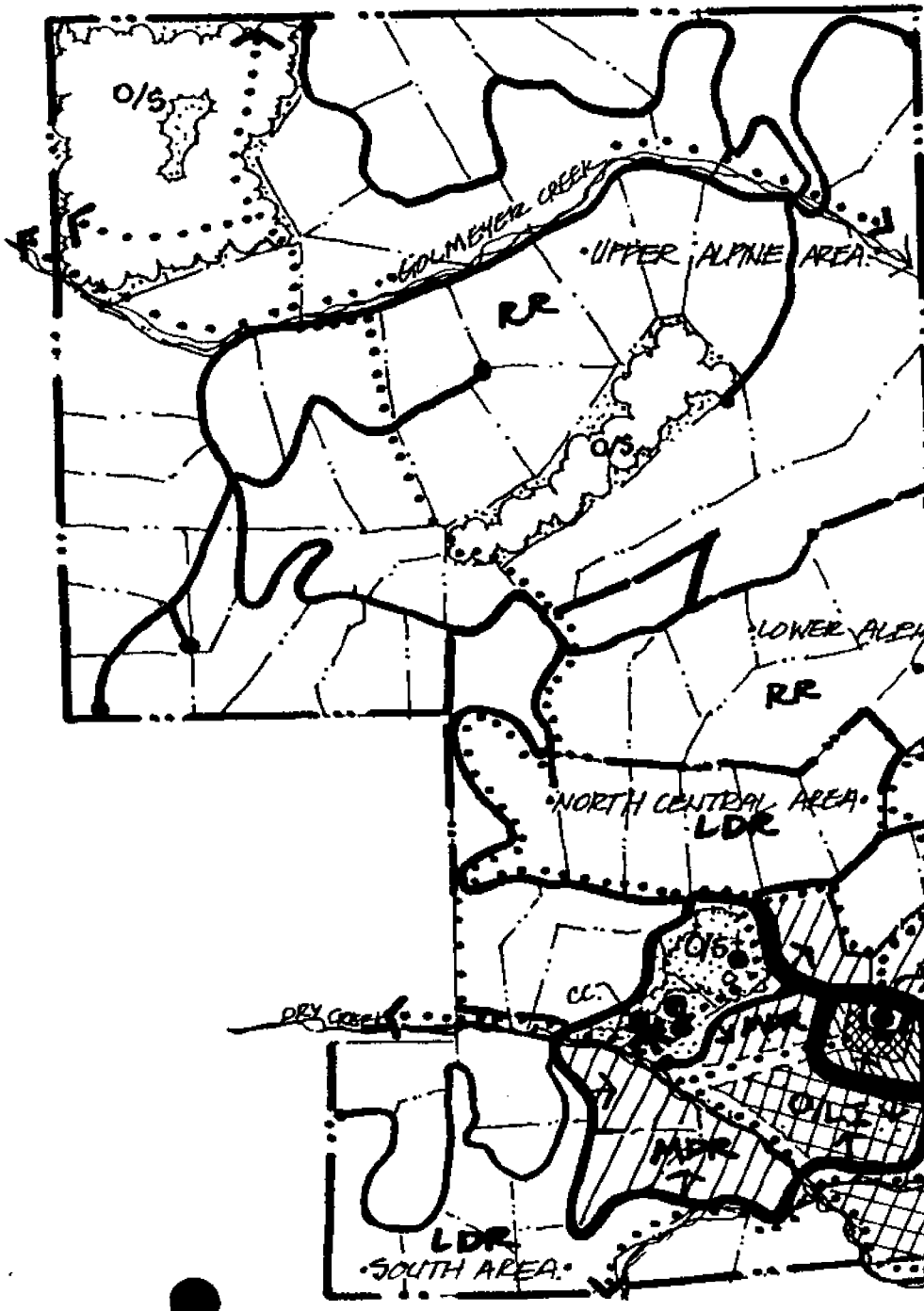
GLA 00161


O/S
GOLMEGER CREEK
UPPER ALPINE AREA
RR
O/S
LOWER ALPI
RR
NORTH CENTRAL AREA
LDR
O/S
CC
DRY CREEK
MDR
LDR
SOUTH AREA

GLA 00162

LEGEND

VILLAGE CENTER

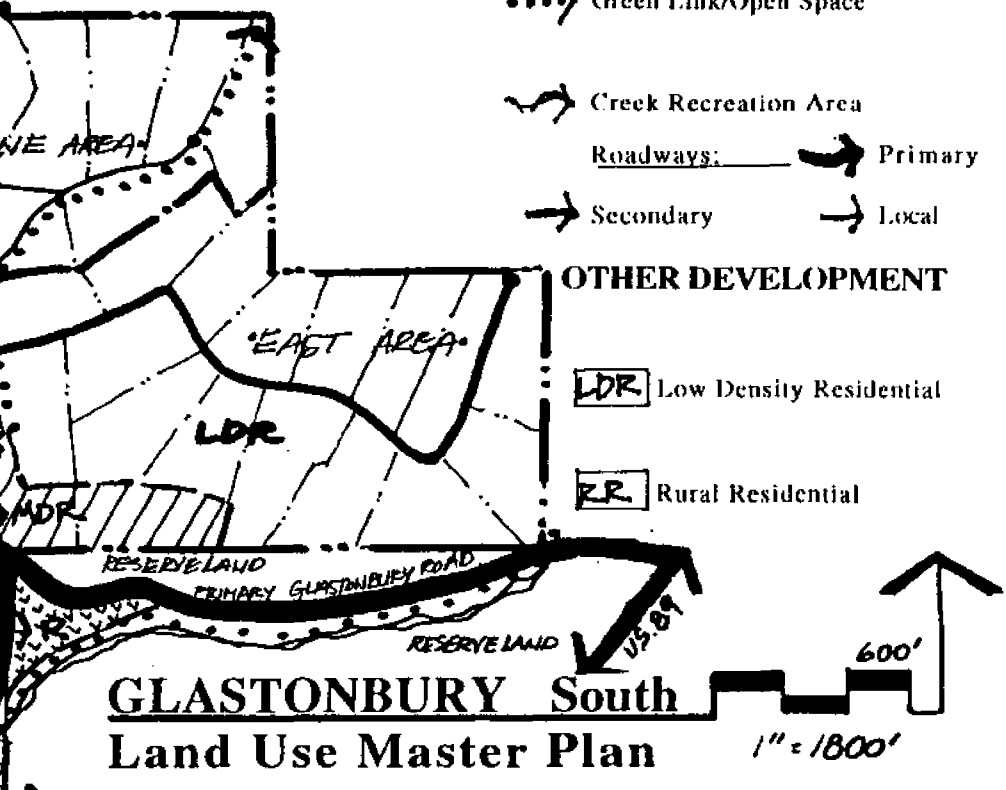
- Core Mixed Use
- Resort Area
- High Density Residential
- Office/Light Industrial
- Community Center
- Welcome Center
- Office/Commercial
- Medium Density Residential
- Parks and Facilities
- Chapel

- Green Link/Open Space
- Creek Recreation Area

Roadways:
- Primary
- Secondary
- Local

OTHER DEVELOPMENT

- LDR Low Density Residential
- RR Rural Residential



GLASTONBURY South
Land Use Master Plan

- MAIN ACCESS TO SOUTH GLASTONBURY
- ENTRANCE TO VILLAGE CENTER
- MAIN ACCESS FROM HIGHWAY 89.
- VISITOR CENTER

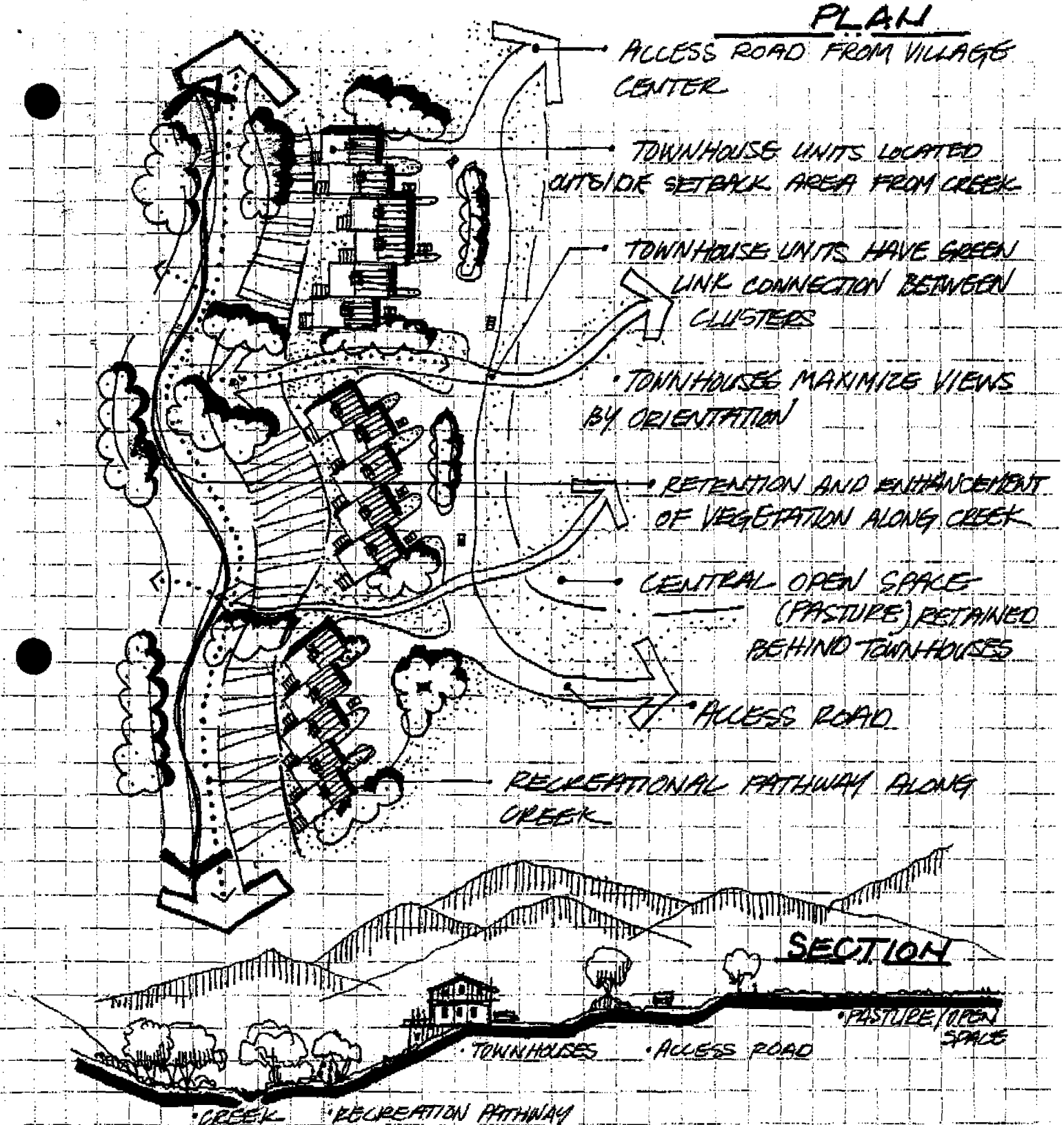
PLAN

- COMMERCIAL BUILDING
- OPEN SPACE (PASTURE/RECREATION) OPEN VIEWS
- CHURCH WITH SHARED PARKING AND CENTRAL LOCATION
- COMMERCIAL BUILDINGS IN CLUSTERS WITH CENTRAL PEDESTRIAN SPINE
- VILLAGE THEME ALPINE/SWISS VILLAGE SET IN CLUSTER TO MAXIMIZE PRESERVATION OF OPEN SPACE
- SUPPORT HOUSING (eg. QUADRA-PLEX) TO OFFER AFFORDABLE HOUSING
- COMMUNITY SCHOOL BACKING ON OPEN SPACE FOR RECREATION (LOCATION IS FLEXIBLE WITHIN VILLAGE CLUSTER)
- ACCESS TO COMMUNITY RECREATION CENTER (proposed)
- ACCESS TO HOUSING CLUSTERS ALONG CREEK (proposed)

NO SCALE

NORTH

SOUTH GLASTONBURY
Village Center CONCEPT



NO SCALE

CLUSTER TOWNHOUSES along the Creeks

concepts for development

Glastonbury Landowners Association
P. O. BOX 312
EMIGRANT, MT 59027

October 20, 1997

Edward Francis
Royal Teton Ranch
P. O. Box 5000
Corwin Springs, MT 59030

Dear Edward:

Enclosed for your review is the Glastonbury Landowner's Association Road Report. In view of the nature of the repairs that the GLA feels is the developer's responsibility and the expected arrival of inclement winter weather, we would like to see this issue resolved soon. The area of greatest concern is the need for drainage ditches to save road topping and prevent further road degeneration. We have authorized the ad hoc Road Committee to work with you to bring this subject to a close. They will be contacting you shortly.

Sincerely,

Patrick Wolberd
Chairman

II c:\msoffice\winword\docs\gla71006.doc

Glastonbury Landowners Association

Road Survey Team: **Norman Garwood**
James Healy
David Newhouse
Walter Wunsch, Coordinator

October 20, 1997

ATTN: GLA Board

RE: ROAD REPORT

Summary:
After touring all of the roads in North and South Glastonbury, we observed that almost all stretches of the road require work. As greatest deficiency, we noted an overwhelming absence of proper ditching, and poor drainage, which was highlighted during this year's strong rains and caused in places excessive erosion and loss of top-coat material. In many places proper ditching can only be accomplished after removal of rocks. It is our opinion that this fact and the other noted discrepancy of insufficient road width are the responsibility of developer.

North Glastonbury Detail Report:

Capricorn at Dumpsters (across from 89): Water running down the road creates a large puddle in front of the dumpsters. A collection basin and culvert is needed at the Capricorn sign close to the bridge. Move dumpsters. Responsibility: Park County.

Capricorn Drive, Dumpsters-to-Aquarius section: All 4-to-5 culverts are buried and need to be cleared. Proper ditching needs to be done. Responsibility: Developer.

Capricorn/Aquarius Intersection: A water catch basin needs to be created on the left side of the road. Responsibility: Developer.

Aquarius Lane: Ditches are needed. Lorraine Bodoh's driveway enters at too sharp of an angle and causes heavy drainage onto the road. A catch basin and/or culvert needs to be installed to prevent damage to Aquarius Lane. Responsibility: landowner.

Pisces Way: Road, incomplete and undeveloped, needs to be brought up to plan.
Responsibility: Developer.

Capricorn Drive in front of Fred Morsell's parcel: Road floods and requires a culvert and/or road elevation by one-to-two feet. Responsibility: Developer

Capricorn Drive at Quarles' and McDonald's: Requires culvert. Responsibility: Landowner.

Capricorn and Aries Intersection: Area of severe flooding. A catch basin is required together with up to two culverts and good ditching. Responsibility: Developer.

Capricorn across from markers 215 and 217: Improper drainage. Road needs to be elevated and/or culvert installed together with sufficient catch basin. Responsibility: Developer.

Venus Way: The cul de sac needs to be completed, and the road needs to be widened to county standard for approximately 200 yards from the end of the road. Currently the width is only 18 feet in some places. Responsibility: Developer.

Mercury: Road also has insufficient width for 100 yards and incomplete cul de sac. Responsibility: Developer.

Gemini Road: Road narrows to 20 feet within 100 yards from Capricorn. Needs culverts. Road to John Alexander's needs to be completed and steel/concrete posts removed. Responsibility: Developer.

Orion Way: Complete cul de sac. Responsibility: Developer.

Aries Drive: Water erosion, road needs ditches and crowning. Responsibility: Developer.

Taurus: Ditches are lacking. Responsibility: Developer.

Sirius Drive: Ditches are required. The central culvert on the hill portion from the post office is plugged up due to rock slides. Also, one guardrail post was driven through the culvert and hangs loose. Responsibility: Developer.

South Glastonbury detail report:

Avalon Drive: Road not completed. Responsibility: Developer.

Virgo Way: Culvert for creek is plugged up. New larger and deeper culvert needs to be installed and/or road needs to be elevated for proper drainage. Responsibility: Developer.

Arcturus Drive: Needs ditching. Responsibility: Developer.

Leo Drive: Needs ditching. Responsibility: Developer.

Leo Lane: Create cul de sac. Responsibility: Developer.

Hercules Road: Remove gate and install new gate together with new sign posts closer to the beginning of the road. Responsibility: GLA.

Hercules Road, Dry Creek to Scorpio/Polaris Intersection: All guardrails require extensions. Responsibility: Developer.

Hercules Road, Scorpio/Polaris Intersection to Skyway Drive: Road needs to be built up along Goldmeyer Creek along with proper ditching and drainage, as road becomes severely flooded during spring runoff and heavy rainfall, and to prevent the creek from meandering onto the road. Responsibility: Developer.

Skyway Drive: Road needs to be completed. Responsibility: Developer.

Scorpio Way: Road has insufficient width for the first 200 yards and completely lacks ditches on the left side. Trees need to be removed for proper snow removal. Responsibility: Developer.

Polaris Way: A culvert needs to be installed across from the CCI Shelter. Responsibility: Developer.

EVALUATION OF GLA ROAD REPORT

PREPARED BY
WILLIAM E. SMITH, P.E.
FOR ROYAL TETON LTD.
DECEMBER 1, 1997

1. Introduction

This evaluation was produced by William E. Smith, P.E. for Royal Teton, Ltd. The Engineer was hired to review the GLA road report dated October 20, 1997, applicable portions of the Community of Glastonbury General Information Report and the Community of Glastonbury Specifications and Standards for Gravel Road Construction, and to inspect road conditions in order to evaluate recommendations and conclusions presented by the GLA report and offer alternative recommendations where applicable.

The scope of this evaluation is limited to assessing the developer's responsibility for initial road construction, completing ongoing maintenance and deferring maintenance, and documenting the Engineer's recommendations for each item presented in the "Detail Report" section of the GLA's Road Report. Therefore, only the items identified in the Detail Report section which may be the developer's responsibility are addressed in this evaluation.

2. General Discussion

2.1. Evaluation Criteria

The Engineer's evaluation was based on information available to all Glastonbury landowners in the General Information Report, applicable engineering practices for road construction, and general knowledge of Park County subdivision regulations (which were not applicable to COG roads at the time of construction).

2.2. Timing of GLA inspections relative to grading of Community roads by other contractors

The timing of the inspections conducted by the GLA was not mentioned in their road report but was understood to have occurred during the summer of 1997 after snow melt and spring runoff. Therefore, the question arises concerning whether subsequent grading activities performed this summer by contractors hired by the GLA were observed and recorded in the report.

2.3. Definition of Road Types

The Community of Glastonbury General Information Report defines three types of community roads – residential, foothill and mountain. The standard for each of these roads is defined in Table IX contained in the General Information Report. A copy of Table IX is attached herein for reference. Briefly stated the standard for each is:
residential road - high quality gravel road wide enough for two vehicles to pass (24 ft per Specs and Standards), maintained regularly as first priority and snow-plowed after each storm;

foothill road - fair to good quality gravel road using native slopes, wide enough for two vehicles to pass or use of frequent turnouts for two-way traffic, four-wheel vehicle recommended, maintained periodically as second priority and snow-plowed after residential roads;
mountain road - varying from poor quality "jeep trail" to good quality foothill road wide enough for one vehicle with occasional turnouts for two-way traffic, requires caution and skill to insure year-round safety, maintained occasionally as third maintenance priority and snow-plowed in some but not all areas.
Table VIII in the General Information Report (copy attached for reference) and a color-coded map for North and South Glastonbury (attached for reference) identify which parcels were designated to be served by what type of road.

The standard to which the foothill and mountain roads in COG were constructed and the level of maintenance these roads have received over the last 10 to 14 years are much higher than would be justified by the definition presented for these roads.

2.4. Use of well-defined ditches

The size and configuration of ditches along the community roads are to some extent a matter of design options due to terrain, cut and fill slopes, steepness of grade, amount of runoff expected to be handled, etc., and on-going maintenance preferences. Deep and wide, well-defined ditches can be beneficial for protecting the road driving surface but are not always desirable to community members. In response to recent grading activities which removed weeds along the roadsides and constructed well-defined substantial ditches, some community residents have expressing concern about the possibility of driving off a snow-swept roadway into a deep ditch, where in the past the weeds helped to distinguish the road edge. Along Sirius Drive there were tracts into and out of the ditches in several places on Monday morning (12/1/97) due to the fresh snow.

2.5. Use of Cul-de-sac at Dead-end of Road

General standards for road design and the Park County Subdivision Standards recognize the need to ensure access for larger emergency vehicles into and out of a dead-end road. The use of a cul-de-sac to provide this area to maneuver is common place. However, planning and design standards recognize other configurations (such as the hammer head) at the termination of a dead-end road as equally effective. In the case where driveways continue from the end of a road, adequate area to turn around an emergency vehicle usually exists. The need for a cul-de-sac must be evaluated on the basis of access. Where vehicles regularly access only the driveways and not the cul-de-sac, weeds can grow and obscure the graveled cul-de-sac. Providing an easement to accommodate a cul-de-sac does not require that the cul-de-sac be constructed. In numerous circumstances, the County Planners have

allowed the cul-de-sac to be eliminated due to the configuration of driveways and the easement for the cul-de-sac to remain.

3. Itemized Response to "North Glastonbury Detail Report" Section of GLA Report

3.1. Capricorn Drive from dumpsters to Aquarius: The buried culverts appear to be on-going maintenance for which the developer should share responsibility with the GLA at this stage of transition. The ditch appears to be adequate for its designated purposes. This road is over ten years old and has served as a safe and accessible route into North Glastonbury since its construction. Some degradation to the ditch, catch basins and culverts can reasonably be expected during this decade. The determination of a "proper" ditch should be based on functionality over a period of years instead of an interpretation of size and shape.

3.2. Capricorn/ Aquarius intersection: These roads have been in use by the Community of Glastonbury for over ten years. Experience over this time has shown the roads at this intersection to be passable in all seasons and to be free from erosion and damage due to runoff. From this evidence the conclusion can be drawn that the road was designed and constructed to an adequate standard. The extreme conditions which occurred during the spring of 1997 and resulted in excessive runoff may indicate a need to improve drainage control to a higher design standard. Unless the evidence can show that a chronic on-going problem with drainage has existed at this intersection, the GLA should be expected to accept the responsibility to install the upgrade.

3.3. Pisces Way: According to the General Information Report, this road is designated as a residential community road. The existing road does not meet community residential road standards and therefore, should be constructed to meet these standards by the developer.

3.4. Capricorn Drive in front of Fred Morsell's parcel: This road has been in use by the Community of Glastonbury for over ten years. Experience over this time has shown this road to be passable in all seasons and to be free from erosion and damage due to runoff. From this evidence the conclusion can be drawn that the road was designed and constructed to an adequate standard. The extreme conditions which occurred during the spring of 1997 and resulted in excessive runoff may indicate a need to improve drainage control to a higher design standard. Unless the evidence can show that a chronic on-going problem with drainage has existed at this location, the GLA should be expected to accept the responsibility to install the upgrade.

3.5. Capricorn and Aries intersection: An adequately sized culvert exists approximately 100 ft north and slightly higher in elevation than the low point at the intersection. This culvert was located to catch runoff in a small drainage which intersects the road. The upper end of the culvert is open and the discharge end is buried under the small fill slope of the road. The culvert would more effectively protect the intersection if it was located at the crease in the terrain which is at the intersection. If the

evidence can show that a chronic on-going problem with drainage has existed at this location, the developer should be expected to accept the responsibility to install the upgrade.

However, this road has been in use by the Community of Glastonbury for over ten years and experience over this time has shown this road to be passable in all seasons and to be free from erosion and damage due to runoff. From this evidence the conclusion can be drawn that the road was designed and constructed to an adequate standard. If the extreme conditions which occurred during the spring of 1997 resulted in excessive runoff which indicate a need to improve drainage control to a higher design standard, the GLA should bear the responsibility to install the upgrade.

3.6. Capricorn across from markers 215 and 217: This road has been in use by the Community of Glastonbury for over ten years. Experience over this time has shown this road to be passable in all seasons and to be free from erosion and damage due to runoff. From this evidence the conclusion can be drawn that the road was designed and constructed to an adequate standard. The extreme conditions which occurred during the spring of 1997 and resulted in excessive runoff may indicate a need to improve drainage control to a higher design standard. Unless the evidence can show that a chronic on-going problem with drainage has existed at this location, the GLA should be expected to accept the responsibility to install the upgrade.

3.7. Venus Way: According to the General Information Report, this road is designated as a foothill road and appears to have been constructed to a standard higher than that contemplated for this type of road. The width is adequate at its narrowest to allow two car approaching each other to pass safely. The configuration of driveways extending from the end of the road appear to allow adequate opportunity for a large emergency vehicle to turn around safely. Consequently, the developer appears to bear no responsibility to improve this road.

3.8. Mercury: According to the General Information Report, this road is designated as a foothill road and appears to have been constructed to a standard adequate for this type of road. The configuration of driveways at the end of this road supersedes the need for a cul-de-sac at this location. In addition, the approval of the roads for the recently completed minor subdivision of Parcel 29 North by the Park County Road Superintendent indicates that the county has no problem with the condition of the existing community road. Consequently, the developer appears to bear no responsibility to improve this road.

3.9. Gemini Road: According to the General Information Report, this road is designated as a foothill road and appears to have been constructed to a standard higher than that contemplated for this type of road. The width is adequate at its narrowest to allow two car approaching each other to pass safely. In addition, the County's recent inspection of the road for the

Parcel 37 North minor subdivision did not identify any problem with the condition of the community road. The need for culverts along this road must be justified by the GLA in greater detail before this need could be effectively evaluated by the developer. The response in this evaluation to culverts in other locations should be considered applicable to this location. The steel/concrete posts on the road to John Alexander's were installed by him. The portion of the road where these posts are located is designated in the General Information Report as a mountain road. The GLA should pursue a resolution to the removal of these posts with John. Consequently, the developer appears to bear no responsibility to improve this road.

3.10. Orion Way: According to the General Information Report, this road is designated as a foothill road and appears to have been constructed to a standard higher than that contemplated for this type of road. The need for a cul-de-sac at this location is questionable unless the chief of the local fire department indicates that adequate area does not exist to allow an emergency to turn around. In this event, the developer may wish to consider working with the GLA on the graveling of this cul-de-sac.

3.11. Aries Drive: The condition of this road appears to be a matter of routine maintenance for which the GLA should be responsible.

3.12. Taurus Road: The GLA report does not make itself clear as to which section of Taurus Road is in question. The road driving surface is somewhat above the surrounding terrain for much of its length. The ditch is absent along the cut slope on the inside of the curve as the road slopes down toward Fridley Creek. The construction of a ditch at this location may tend to narrow the driving width and cause the ditch to be perceived as an additional hazard. The grading activity conducted this summer by George Elliot produced a gravel curb along the outside edge of the driving surface which keeps the runoff in the roadway and renders any ditch ineffective. However, if evidence can be produced to show that the absence of a ditch along this road has resulted in chronic and on-going deterioration of the driving surface due to erosion or other causes, the developer should be responsible to construct ditches.

3.13. Sirius Drive: The GLA appears to have proceeded to construct ditches along the road side. As described in the general discussion concerning ditches in Section 2.4 of this evaluation, the tire tracks in the fresh snow indicate that large well-defined ditches may not be desirable to everyone. The culvert plugged by a rock slide appears to be routine maintenance which should be the GLA's responsibility unless it has existed for some time and should have been corrected by the developer. The loose guardrail post driven through the culvert appears to clearly be the responsibility of the developer.

4. Itemized Response to "North Glastonbury Detail Report" Section of GLA Report

4.1. Avalon Drive: Since the developer owns all the land accessed by this road, the decision to upgrade and complete this road should be left up to the developer.

4.2. Virgo Way: A smooth and steady flow of water was observed through the culvert under the community road. Aquatic plants grow in both ends of the culvert and partially obstruct the culvert cross section. This appears to be a matter of on-going routine maintenance. The existing culvert appears to be adequately sized to handle the flow during most seasons and conditions. However, if evidence can be produced to show that the culvert is undersized resulting in chronic and on-going deterioration of the driving surface due to water flow onto the roadway, the developer should be responsible to install a larger culvert. A more substantial issue involves the quality of the road which is designated as a residential community road in the General Information Report. This road does not meet county subdivision standards and should be the developer's responsibility to upgrade to residential community road quality.

4.3. Arcturus Drive: The comment "needs ditching" in not adequately specific to convey what the GLA is requesting. Portions of the road are steep, other portions occur above the surrounding terrain and as discussed in the general discussion on ditches, well defined ditches may not be the solution.

4.4. Leo Drive: Due to the steepness of the grade on this road, well defined ditches may be subject to erosion. Ditches that are armored with rock rip rap or velocity breaks may became more of a hazard than a help. The recent approval of the road for Robert Sherwood's minor subdivision by the Park County Road Superintendent did not require that any improvements be made to the community road. Therefore, the construction of ditches does not appear to be the developer's responsibility.

4.5. Leo Lane: According to the General Information Report, this road is designated as a foothill road and appears to have been constructed to a standard higher than that contemplated for this type of road. In addition, the recent approval of the road for Robert Sherwood's minor subdivision by the Park County Road Superintendent did not require that any improvements be made to the community road. Therefore, the construction of a cul-de-sac does not appear to be the developer's responsibility.

4.6. Hercules Road from Dry Creek Rd to Scorpio/Polaris intersection: The statement in the GLA report that "all guard rails require extensions" by the developer needs further explanation before it can be evaluated. What specifically does the GLA think should be done and what is the justification for taking this action? Guard rails on roads designated by the General Information Report as foothill and mountain are substantially beyond the quality of the road originally contemplated by the developer. In addition, no guidelines or requirements exist in the county subdivision

standards or other planning documents which would be applicable to guard rails on this type of road.

4.7. Hercules Road from Scorpio/Polaris intersection to Skyway Drive: According to the General Information Report, this road is designated as a mountain road and appears to have been constructed to a standard higher than that contemplated for this type of road. However, experience has shown that some improvements are necessary to correct flooding from Goldmeyer Creek. The developer may wish to work with the GLA in the development of further design considerations to remedy this situation during this stage of transition.

4.8. Skyway Drive: According to the General Information Report, this road is designated as a mountain road and the uncompleted portion accesses few parcels and house sites (Parcel 91 and 92). Depending upon who owns the parcels served by this road, the developer could choose to complete this road to mountain road quality at some later time. An arrangement may be negotiated with the purchaser.

4.9. Scorpio Way: According to the General Information Report, this road is designated as a mountain road, however appears to have been constructed to a standard higher than that contemplated for this type of road. The General Information Report cautions prospective purchasers to be aware of the road conditions and inspect the road before purchasing. The width of the road is wide enough for two approaching cars to pass safely during most seasons. Therefore, the construction improvements suggested do not appear to be the developer's responsibility.

4.10. Polaris Way: According to the General Information Report, this road is designated as a mountain road and appears to have been constructed to a standard higher than that contemplated for this type of road. This location remains chronically wet during much of the year and the installation of a culvert at this location may have been overlooked by the developer's construction crews. However, since the General Information Report clearly states the quality to be expected for this type of road, the GLA should not have an expectation as to the developer's responsibility. The developer may wish to compromise with the GLA by sharing in the installation costs for this culvert.

GENERAL WARRANTY DEED

FOR A VALUABLE CONSIDERATION, the receipt of which is hereby acknowledged, CHURCH UNIVERSAL AND TRIUMPHANT, INC., a Montana Nonprofit Corporation, dba COMMUNITY OF GLASTONBURY, herein referred to as the "Grantor," does hereby grant, bargain, sell, convey and confirm unto

GLASTONBURY LANDOWNERS ASSOCIATION, INC., a Montana Nonprofit Corporation

whose mailing address for legal notices and tax statements is Post Office Box 312, Emigrant, Montana, 59027, herein referred to as the "Grantee," together with the Grantee's successors and assigns, the following-described real property (the "Property") located in Park County, Montana:

Parcel Nos. 96 and 102 of Certificate of Survey No. 616; and
Tract No. 1 of Certificate of Survey No. 1173;

to have and to hold the same subject to the following:

a. General taxes and assessments for the period after September 30, 1997 (the "original date of purchase").
b. Covenants, conditions, restrictions, servitudes, limitations, terms, provisions, liens, charges, regulations, reservations and burdens of record or in existence on the date hereof, including, but not limited to, those contained within the Restated Declaration of Covenants for the Community of Glastonbury, recorded on September 30, 1997 in Roll 124, Pages 548-653, at the Office of the Park County Clerk and Recorder, Livingston, Montana, together with any and all amendments, additions and extensions thereto and assignments thereof (the "Restated Declaration of Covenants").
c. Easements and rights-of-way of record or in existence on the date hereof, including, but not limited to, those contained within or shown on the Restated Declaration of Covenants and on Certificates of Survey Nos. 615-A, 616-A, 883, 892, 895, 981, 1173 and the Golden Age Village at Glastonbury North mobile home park plat, on file and of record in the Office of the Park County Clerk and Recorder, Livingston, Montana.
d. The Grantor's reservation of all oil, gas, coal, hydrocarbons, minerals, mineral rights, geothermal water and energy, surface water and water rights, as is contained in the Restated Declaration of Covenants and which are hereby expressly excepted and reserved, together with other mineral and royalty reservations or conveyances of record.
e. Any lien or encumbrance created or suffered by the Grantee or the Grantee's predecessors after the original date of purchase.
f. All building, use, zoning, sanitary, subdivision and environmental regulations and restrictions of government agencies.
g. Reservations and exceptions in federal patents and state deeds, if any.
h. The additional terms and conditions set forth below.

ADDITIONAL TERMS AND CONDITIONS

This conveyance is also made subject to and in accordance with the following additional terms and conditions:

1. RESTATED DECLARATION OF COVENANTS. Restrictive covenants on the Property, entitled Restated Declaration of Covenants for the Community of Glastonbury, have been recorded in the Office of the Park County Clerk and Recorder, Livingston, Montana. They are referred to in this deed as the "Restated Declaration of Covenants" and are hereby incorporated herein by reference, without limitation. Grantee acknowledges the receipt of a copy of the Restated Declaration of Covenants and has read and studied them. In receiving title to the Property conveyed herewith, Grantee agrees to abide by and act in accordance with the Restated Declaration of Covenants, together with all amendments, modifications, additions and extensions thereto and all assignments thereof. All future transfers, conveyances, assignments and bequests of title to the Property conveyed herewith shall also be subject to the said Restated Declaration of Covenants, as provided in said declaration.

2. WATER AND MINERAL RIGHTS. This deed does not include the conveyance of any mineral rights or surface water rights. These rights have been excepted and reserved by the Grantor as provided hereinabove and in the Restated Declaration of Covenants, or are the subject of prior reservations or conveyances of record.

3. TAXES. In receiving title to the Property conveyed herewith, Grantee agrees to a continuing obligation to pay the taxes lawfully assessed against the Property by any unit of government. All future transfers, conveyances, assignments and bequests of title to the Property conveyed herewith shall also be subject to this provision.

4. ANNUAL COMMUNITY ASSESSMENT. In receiving title to the Property conveyed herewith, Grantee agrees to a continuing obligation to pay the annual community assessment and special assessments as provided in the Restated Declaration of Covenants, which are the responsibility of all landowners in the Community of Glastonbury. All future transfers, conveyances, assignments and bequests of title to the Property conveyed herewith shall also be subject to this provision.

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Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

December 15, 1997

1. **Call to Order, Prayer** -- Patrick Wolberd opened the meeting at 7:10 p.m.; P. Keathley have the opening invocation.
Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Philip Covington, Andrew Field, Peggy Keathley, David Newhouse, Walter Wunsch. Also present were Laurel Matthews and Margaret Roach, Ombudsmen.
Absent: Horus Brailsford; Philip Hoag.

2. **Dispensing of Minutes** -- P. Keathley moved, M. Scoble seconded to dispense with the reading of the minutes and for the members to read them before the next meeting and be ready to make any corrections at that time. The motion passed unanimously.

3. **Order of Business** -- P. Wolberd requested the option to move 8.2 forward if Lori Gillet and Dan Kehoe came.

4. **Reports of Officers and Committees** --

4.1 Treasurer's Report.
Discussion: Treasurer M. Scoble reported on the following accounts: $141.96 in the Petty Cash Fund; $21,668.85 in the Glastonbury Planning Fund (although this amount needs to be verified by the Church); and $12,226.88 in the GLA Assessment Fund. She noted one outstanding bill for $67.70 for attorney fees.
Action: J. Murphy moved, W. Wunsch seconded that this bill of be paid by the GLA. The motion passed unanimously.
Follow-up: M. Scoble to pay the bill.

4.1.1 Petty cash protocol.
Discussion: M. Scoble suggested that there be a minimum of $100 in the Petty Cash Fund at all times. She also suggested that expenses up to $25 be allowed to be paid from this fund without signed authorization, and that amounts above $25 would require a check request and two authorized signatures. There was discussion about how to facilitate proper audit trails.
Action: W. Wunsch moved, P. Keathley seconded that M. Scoble's above suggestions be approved. The motion passed unanimously. There was consensus that for any non-emergency expenditures the Treasurer should determine the price and use checks to make the payment, even if the amount is under $25. The Treasurer should also keep a running record and receipts for each use of the Petty Cash Fund.
Follow-up: M. Scoble - write a guideline sheet for the use of the GLA Petty Cash Fund.

4.1.2 Compensation proposal.

Discussion: M. Scoble proposed that the GLA compensate bookkeeper Hildegarde Krammer and Assistant Secretary Lucia Hodges for their ongoing services rendered to the GLA. It was mentioned that under a new Montana state law, a subcontractor may need a business license. It was also noted that Doug Holm, with whom the GLA has a contract, would be setting up accounts for individual landowners on his computer, and that this would probably eliminate the need for H. Krammer's ongoing bookkeeping services. P. Keathley volunteered to work with the Church after 1-1-98 to get accurate beginning balances for each landowner's account, since she has experience working in the Church's accounting department. Regarding the quarterly assessment mailings, D. Holm will give the printed statements to M. Scoble, who will then put together a committee to help with the each mailing. J. Murphy will receive the assessment checks in the mail, and M. Scoble would deposit them in the GLA assessment account. L. Hodges commented that at the present she was happy to continue to work on the GLA minutes on a volunteer basis, but asked that the GLA consider her as a candidate should they need to hire anyone to do further secretarial work in the future, bearing in mind that she also had past experience working in the Glastonbury Administrative Office.
Follow-up: W. Wunsch - write a letter to H. Krammer, thanking her for her services.

4.1.3 Landowner assessment letter.

Follow-up: M. Scoble - draft landowner letter explaining new assessment and bookkeeping system to accompany next assessment notice.

4.1.4 Protocol for paying bills.

Discussion: It was noted that there was no clear GLA treasury protocol for paying bills. P. Keathley commented that she had a great deal of experience doing that type of work.
Follow-up: P. Keathley - work with M. Scoble regarding protocol for documentation for paying bills.
Follow-up: M. Scoble - ask D. Holm what he needs in order to streamline his audit procedures.

4.2 Finance Committee Report.

Discussion: M. Scoble said that Rueloff Varkevisser had volunteered to be on this committee, and that she felt he would be a welcome asset.
Action: There was consensus that Mr. Varkevisser assume a position as a temporary committee member.
Follow-up: M. Scoble - relay temporary approval to Mr. Varkevisser, and continue to search for other members of the committee.

4.3 Nominating Committee Report. None.

4.4 Road Committee Report.

Discussion: D. Newhouse reported that A. Mann does not have a light truck for plowing snow. P. Wolberd read a letter bid Michael Dirkers had submitted to D. Newhouse, in which Michael said he would be available for light snow plowing at $25/hour (see attached). It was

asked whether Michael carried his own liability insurance, since he would need this as a subcontractor. W. Wunsch and A. Field volunteered to do light plowing in the High South. W. Wunsch said that Rick Black in Livingston might be available to plow heavy snow for a price competitive with A. Mann's. He clarified that according to our contract with Mann, the GLA does not have to use Mann's services for heavy snowplowing. Regarding the road maintenance schedules, D. Newhouse said he was awaiting the decisions from the Joint Committee negotiations with the developer. He reported that Richard Johnson had offered to grade Capricorn Drive for $50/hour using Elliott's equipment, with an estimate of 3 hours, but that Richard had no insurance. Regarding snow fencing, D. Newhouse presented a bill from R. Johnson for work he had done. Regarding weed cutting, D. Newhouse reported that no money had been specifically spent on this project, as the work had basically been accomplished by the road grading method used. He recommended continuing this method, and then planting the road sides and mowing them in the future. P. Wolberd noted that the road grading had created somewhat substantial ditches that could present a problem when the roads were covered with snow. Regarding a rebuttal to the developer's report written by William Smith, D. Newhouse said he had spoken to an engineering firm in Bozeman who had estimated that the job would cost between $600-$800. There was consensus to first enter negotiations with the developer, and then, perhaps as an objective of the first meeting, to agree to a process whereby an independent engineer could be hired to review both reports and the roads, and then complete a recommendation on required work and cost. Both parties hopefully would split the costs of the independent expert.

Action: A. Field moved, D. Kehoe, Jr. seconded that the GLA approve of 8 hours of road maintenance work, and that D. Newhouse and his road committee be authorized to determine specifically where that work should be done. The motion passed unanimously.
Action: M. Scoble moved, J. Murphy seconded that the GLA install road markers from Aries Drive into the GAV, and that the Road Committee be authorized to make the necessary expenditures, limited to a maximum of $200. The motion passed unanimously.

Follow-up: W. Wunsch - prepare Capricorn Drive letter to County by 1-5-98.
Follow-up: W. Wunsch - prepare Bodeaux, et al. letter by 1-5-98.
Follow-up: D. Newhouse - prepare road maintenance schedule for G. North and G. South following Joint Committee negotiations.
Follow-up: W. Wunsch - report on Joint Committee negotiations regarding the Chevy truck/plow.
Follow-up: D. Newhouse - obtain and present a copy of A. Mann's liability insurance.
Follow-up: M. Scoble - pay the fencing invoice from R. Johnson.
Follow-up: D. Newhouse - obtain and present a copy of M. Dirkers' liability insurance to the GLA by the next meeting.
Follow-up: D. Newhouse - obtain from M. Dirkers his bid in a more professional format, and present that bid at the next meeting.
Follow-up: D. Newhouse - contact Rick Black to bid on heavy snowplowing.
Follow-up: D. Newhouse - put together a proposal for the GLA by the next meeting on the next level of road maintenance work to be done, and the estimated costs.

Follow-up: D. Newhouse - contract with R. Johnson to install reflective road markers on both sides of Aries Dr. leading into the GAV, for a $200 maximum charge.
Follow-up: D. Newhouse - contact J. Alexander re "No National Forest Access" and "Dead End" signs.
Follow-up: D. Newhouse - recommend hot water ditch action on Virgo Way following Joint Committee negotiations.

4.5 Architectural Subcommittee Report. None.
Follow-up: P. Hoag - review the Community of Glastonbury Policies & Standards for Subdivisions, including Section 4.4 on Installation of Utilities for possible revision.
Follow-up: P. Hoag - recommendation for hiring a Project Reviewer and cost.
Follow-up: P. Hoag - Review and complete Kremer subdivision check list.

4.6 Complaint Committee.
Discussion: D. Kehoe, Jr. provided a draft copy of Enforcement Procedures to each Board member (see attached). There was consensus that it should be modified to remove the threat of sanctions in a first letter to an alleged violator, to use the sanctions only in follow-up letters, and to title the protocol "Complaint Procedures." Discussion arose about the role of the ombudsmen in these activities. Someone noted that many Glastonbury residents may not know about the availability of the ombudsmen, and/or the role they can play in helping to deal with complaints.
Action: J. Murphy volunteered to chair this committee. There was consensus approval.
Follow-up: D. Kehoe, Jr. - redraft the protocol and provide it to J. Murphy.
Follow-up: J. Murphy - distribute the revised protocol at the next meeting.
Follow-up: L. Matthews and M. Roach - present a written definition of "ombudsman" and the work they propose to do for the Glastonbury residents at the next meeting. If approved by the Board, it will then be posted in appropriate places.
Follow-up: J. Murphy will ask H. Brailsford if he is willing to be a member, so there will be the minimum requirement of two Board members on this committee.

4.7 Land Use Master Plan Advisory Committee Report.
Discussion: There was consensus that this committee needed to be formed as soon as possible. D. Kehoe, Jr. volunteered to chair the committee. It was noted that one does not need to be a member of the GLA to serve on this committee, and that it would be best to get members from many different perspectives. Several members said they hoped a Master Plan could be finalized by April of 1998, since this was the start of the building season. It was noted that the first responsibilities of any such committee would be to identify a process by which changes could be made to the preliminary plan, the manner in which the community at large will be involved, and to suggest members to work in the committee.
Action: M. Scoble moved, A. Field seconded that the GLA establish a committee that would report directly to the Board of Directors, for the purpose of finalizing the land use master plan. The motion passed unanimously.
Action: A. Field moved, M. Scoble seconded that D. Kehoe, Jr. be appointed chairman of the committee. The motion passed unanimously.

Follow-up: D. Kehoe, Jr. is to present a rough draft time line for completion of the master plan by the next meeting.
Follow-up: High South fire water reservoir (See 8.1).
Follow-up: P. Hoag - study guidelines for tree removal.

5. Ombudsmen Reports -- Regarding the dispute on Parcel 47 North, M. Roach reported that the Dec.1 pretrial preparation had been postponed by Judge Nels Swandel, but that he had indicated that he felt the dispute would best be settled out of court.

6. Unfinished Business --

6.1 Kremer Subdivision Application.
Follow-up: P. Hoag - review and complete check list for Kremers.

6.2 Teaching Center Land Donation. P. Wolberd noted that he had sent the response letter to E. Francis, and that the matter was now to be handled by the Joint Committee.

6.3 Charges for GLA Document Copies. Secretary Murphy recommended charging double the price it cost her to make the copies. For example, a copy of the Bylaws would cost $2.50. There was consensus approval.

6.4 Kremer Resignation Letter.
Discussion: J. Murphy read a draft of a letter she had written for P. Wolberd's signature to accept L. Kremer's resignation (see attached). W. Wunsch noted that L. Kremer had conveyed to him that she might reconsider. There was discussion as to how to facilitate this reconsideration.
Action: The letter was approved as written, but to be held until after Jan. 19, 1998.

Follow-up: W. Wunsch - verbally communicate to Linda that although the Board had formally accepted her resignation, it's members hoped she would reconsider, and that the position would be held open until Jan. 19 for her reconsideration. If she does not seek appointment at that time, the board will set up a nominating committee for the purpose of filling the position.

6.5 Alfaro Complaint re William Pitt "No Trespassing" Signs and Aggressive Dogs.
Discussion: The members agreed this was a situation for the new Complaint Committee.
Follow-up: J. Murphy - write C. Alfaro to convey that the GLA now has a committee to deal with complaints, and that his issue will now be addressed. Bring the matter to the committee.

6.6 Boyle Letter Requesting Information.
Discussion: P. Keathley read a draft response she had prepared on behalf of the GLA. The letter was approved as read (see attached).
Follow-up: P. Keathley - mail letter she drafted. Forward Boyle's letter to C. Healy to respond regarding whole parcels for sale by the developer.

6.7 **Board list.** J. Murphy handed out the list to each member at the 12-8-97 meeting.

6.8 **By-laws/Covenants Voting Discrepancies.**
Follow-up: J. Murphy and L. Hodges - draft guidelines by 1-5-98 on how GLA addressed this problem in the recent elections, and place in guidelines book.

6.9 **Protocol for Committee Membership Approval.**
Follow-up: D. Kehoe, Jr. - draft protocol by the next meeting.

7. **Tabled Business --**

7.1 **Court Ordered Community Service.** (N. Issa)
7.2 **Community Assessment Fund Reimbursement from Community Planning Fund.**
Follow-up: C. Healy - response to Kehoe draft reimbursement request memo.
7.3 **Public Access on Roads.** (P. Hoag)
7.4 **Noxious Weed Committee Formation.**

8. **New Business --**

8.1 **Gillet Subdivision / High South Fire Reservoir.**
Discussion: Lori Gillet reported to the Board that she was considering subdividing their Parcel 70 in the High South, and was concerned about the possible requirement by the county fire marshal of a fire water reservoir in the High South. She said that Jeffrey McNabb had done some draft work and estimated that a trapezoidally-shaped reservoir would initially cost between $900 and $1500. Lori said that 35,000 gallons of water were required by the fire marshall. W. Wunsch commended that 100,000 gallons were needed for a decent pond, and that Pete Story has the water rights to the creek that would be used for the reservoir (Golmeyer). He said Pete had conveyed to him that he did not object to a reservoir, but would want it filled in the beginning of the year (ex. in April) so that he would have adequate irrigation water through the summer. D. Kehoe, Sr. said he had done a fair amount of surveying work with Gerald Dubiel regarding the amount of water in Golmeyer Creek at various times of the year. L. Hodges noted that Parcels 95 and 97 were for sale, had a waterfall, would accommodate such a reservoir, and would also make a wonderful park area for the Glastonbury residents. She noted that Parcel 94 was also for sale, was much less expensive than Parcels 95 or 97, was adjacent to Golmeyer Creek, and that it also probably had adequate room for a reservoir. The need was discussed for a park advisory committee that would represent a diversity of Glastonbury landowners, including the developer, since the Church is still the largest Glastonbury landowner. It was also noted that a main task of the committee would be to study ways of funding park proposals. W. Wunsch volunteered to chair such a committee; Lori Gillet volunteered to be a member of it.
Action: P. Keathley moved, J. Murphy seconded that a High South Fire Water Reservoir Advisory Committee be formed for the for the specific purpose of bringing a proposal back to the board, and that W. Wunsch be appointed the chairman. The motion passed unanimously.

8.2 Response to County Master Plan.
Discussion: P. Wolberd reported that he understood a new state law now mandates that if a county has a planning board and planner they must have a county-wide plan. He noted that the Park County Planning Board has the authority to establish a comprehensive plan without approval from the residents. County Planner Ellen Woodbury had set December 16, 1997 as the last day for input from residents. It was clarified that if the plan is adopted, it will not have the force of law, but will allow zoning to be imposed in the future by a planning board. P. Wolberd read a letter he had drafted to the Park County Planning Board regarding the comprehensive plan (see attached) and Glastonbury's stands on various planning issues (see attached).
Action: W. Wunsch moved, P. Keathley seconded that the GLA send letter as read, on behalf of the entire GLA. The motion passed unanimously.
Follow-up: P. Wolberd - send letter with draft Glastonbury Land Use Master Plan.

8.3 Van Hulzen Subdivision.
Discussion: J. Murphy said the GLA had received a letter from L. Van Hulzen which requested a variance from the county and the Church of one year before removing the reservoir they begun on their Parcel 35 South, and that they be allowed to complete their minor subdivision in the interim (see attached).
Action: It was agreed this was a matter for the Architectural Subcommittee.
Follow-up: J. Murphy -- forward the letter to P. Hoag.
Follow-up: P. Hoag - prepare a draft response to the 35 South landowners by the next meeting.

8.4 GLA Letterhead. It was noted that letterhead was needed for the GLA. A. Field volunteered to secure a good price for the printing.
Follow-up: J. Murphy - develop letterhead and price for Board review.

8.5 Meeting Room Charges.
Discussion: P. Wolberd said that the Thomas More School was requesting a room rental fee of $10 per date of use. L. Matthews volunteered the chapel in her home in South Glastonbury free of charge. D. Newhouse offered his garage in North Glastonbury free of charge, but only after Janaury, as he still needed to install heat.
Follow-up: J. Murphy - check out the options and report back to the GLA by next meeting.

8.6 NOTICE OF CORRECTION Regarding Linda Ulrich Letter.
Discussion: P. Wolberd noted that he had received a letter from L. Ulrich in which she said she disagreed with the report in the September 27, 1997 minutes that she had changed her mind and was now in support of the restated Covenants (see attached). P. Wolberd then read a response letter he had drafted acknowledging the error (see attached).
THE SEPTEMBER 27, 1997 GLA BOARD MINUTES WERE IN ERROR REGARDING LINDA ULRICH'S POSITION ON THE RESTATED COVENANTS. LINDA OBJECTED TO THE RESTATED COVENANTS AT THE TIME OF THE VOTE AND HAS NOT CHANGED HER POSITION, CONTRARY TO THE

STATEMENT MADE IN THE SPETEMBER 27, 1997 MINUTES. SEE ALSO ATTACHED ULRICH LETTER OF NOVEMBER 24, 1997 AND THE BOARD RESPONSE LETTER OF DECEMBER 15, 1997.
Action: A. Field moved, W. Wunsch seconded that P. Wolberd's letter be sent to L. Ulrich as written. The motion passed unanimously.
Follow-up: P. Wolberd - send letter and follow-up as indicated in letter.

9. **Open Floor Comments** -- None.

10. **Next Meeting** -- The next meeting will be at 7:00 p.m. on 1-5-97.

11. **Adjournment** -- The meeting was adjourned at 10:35 pm.

Submitted by Lucia Hodges
Assistant Secretary

GLA 00184

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
December 15, 1997

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

Follow-up: M. Scoble - Draft landowner letter explaining new assessment and bookkeeping system to accompany next assessment notice

Follow-up: M. Scoble - Set up petty cash fund and procedures

4.2 Finance Committee Report - Maria Scoble, Chair

Follow-up: M. Scoble - Recruit committee members

4.3 Nominating Committee Report

4.4 Road Committee Report - David Newhouse, Chair

Follow-up: W. Wunsch - Capricorn Drive letter to County by 12-1-97

Follow-up: W. Wunsch - Prepare Bodoh, et al letter by 12-1-97

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South by 12-15-97

Follow-up: W. Wunsch - Contact E. Francis re Chevy Truck/Plow ASAP

Follow-up: D. Newhouse - Obtain a bid from A. Mann, et al, for low cost snowplowing

Follow-up: D. Newhouse - Obtain R. Johnson fencing contract by 12-1-97

Follow-up: D. Newhouse - Obtain weed cutting info by 12-1-97

Follow-up: P. Wolberd - Confirm GLA/Developer 12-1-97 mtg. time for Roads Mtg. (Closed mtg.)

Follow-up: D. Newhouse - Contact J. Alexander re *NO NATIONAL FOREST ACCESS & DEAD END* signs

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
December 15, 1997

Follow-up: D. Newhouse - Recommend hot water ditch action

4.5 Architecture Subcommittee - Philip Hoag, Chair

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities for possible revision

Follow-up: P. Hoag - Recommendation for hiring Project Reviewer & cost

4.6 Complaint Committee -

4.7 Land Use Master Plan Committee -

Follow-up: - Establish committee

Follow-up: - Study High S. fire water reservoir need

Follow-up: - Study guidelines for Tree removal

5. Ombudsman Report

6. Unfinished Business

6.1 Kremer subdivision application

Follow-up: P. Hoag - Review and complete check list for Kremers

6.2 Teaching Center land donation

Follow-up: P. Wolberd - follow-up on E. Francis response letter by 12-1-97

6.3 What to charge for document copies?

Follow-up: J. Murphy - Recommend a guideline

6.4 Kremer Resignation Letter

Follow-up: J. Murphy - Send letter of acceptance

6.5 Alfaro Complaint re William Pitt no trespassing signs & aggressive dogs

Follow-up: D. Kehoe & A. Field - Develop complaint protocol

6.6 Boyle Letter

Follow-up: P. Keathly - Letter Response by 12-1-97

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
December 15, 1997

6.7 Board List

Follow-up: J. Murphy - Develop new board list by 12-1-97

6.8 By-Laws/Covenants voting discrepancies

Follow-up: J. Murphy & L. Hodges - Draft guidelines on how we addressed this problem in the recent elections & place in guidelines book by 12-1-97

6.9 Establish a protocol for committee membership approval

Follow-up: D. Kehoe - Draft protocol

7. Tabled Business

7.1 Court Ordered Community Service - Nadim Issa

7.2 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: C. Healy - response to Kehoe draft reimbursement request memo

7.3 Public access on roads - P. Hoag

7.4 Noxious Weed Committee Formation

8. New Business

8.1 Gillet Subdivision - Concern about the fire reservoir requirement for high south.

See also item 4.7

8.2 P. Wolberd - Response to county planner's call for comment.

8.3

8.4

8.5

8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., December 15, 1997, North Glastonbury

11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

December 15, 1997

Linda Ulrich
P.O. Box 235
Emigrant, MT 59027

Dear Linda,

I am in receipt of your letter of November 24, 1997, regarding the reference to you in the Board minutes of September 27, 1997. I checked with our secretary, Joan Murphy, to see if she had a copy of the letter in question. I then went back to the minutes to see if there was any reference as to who reported the information in question.

The quote in question actually said, "There was a total of 1.67 "no" votes, which came from the votes of five landowners who objected to the new Covenants. All of those objecting had written letters explaining their rationale for doing so. Linda Ullrich sent in one such letter, but afterwards changed her mind and said she would like to go on record as supporting the new Covenants."

There was no reference as to who reported the information that you had changed your mind, nor any reference to another letter. After checking with the board members who were present at that meeting, I called Eleanor Schieffelin and confirmed that she made the report based on a conversation she had with you.

In light of your letter of November 24, 1997, it would appear that Eleanor misunderstood your position on the restated covenants. Given the tone of your letter, I can clearly see that the board minutes of September 27, 1997, did not accurately represent your position on the restated covenants.

It saddens me to see you take this position, yet I respect your right to express your views. I hope you understand that your public non-endorsement of the restated covenants in no way releases you from your obligation as a landowner to abide by them.

I presented your letter to the Board for consideration at our meeting on December 15, 1997. My recommendation was for the Board to include a copy of your letter with those minutes, a copy of this letter, and a notice of correction under new business. As you know, we send copies of our minutes to each of the Teaching Centers to post. The Board accepted my recommendations and we will also mail to you a copy of the minutes of the December 15th meeting for your records.

Thank you for bringing this error to my attention. We do endeavor to report accurately at our meetings and keep an accurate account of our business.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

attachment: September 27, 1997 Board Minutes
L. Ulrich letter of November 24, 1997

Patrick

Nov 24, 97

It has come to my attention that my name was referred to in the minutes of the September 27 meeting of the Glastonbury Landowners Association.

Specifically: Item number 3.1.3

"Most of those objecting had written letters explaining their rationale for doing so. Linda Ulrich sent in one such letter, but afterwards changed her mind and sent another letter saying she would like to go on record as supporting the new covenants."

I am now publicaly stating to the Glastonbury Landowners Association and to you, as president of the group, that I did not, and still do not endorse the restated covenants for Glastonbury as adopted in August 1997. I believe them to be excessively punitive and personally restrictive as well as legally indefensible in their origin.

I am asking you to send me a copy of each letter that reputedly came from me. Please send these copies to Linda Ulrich
PO Box 235
Emigrant, Mt 59027

I am also requesting that you publicaly state to the GLA, at your next meeting, that I am not

a signer of, nor am I in favor of the new covenants, and any such statement to the contrary is erroneous.

I am also asking that this statement be posted as a correction for all to read, in your next minutes.

Thank You,

Linda L. Ulrich

Complaint Com. Protocal

Enforcement Procedures - Rough Draft

1. Complaint. Once a Director receives a complaint, they shall forward it to the Complaint Committee Chairman to be put on the agenda of the next Committee meeting for reveiw. At that meeting the Committee shall determine whether the complaint requires action on the part of the Board or should be returned for clarification or completion.

2. Investigation and Informal Resolution. On complaints that appear to require the Board's action, the Complaint Committee shall investigate the complaint and solicit a response from the alleged violator. If the approach of the Committee to rectify the situation is successful the matter is considered resolved. If the approach of the Committee is not successful, the Committee shall report their findings to the Board.

3. Notice. If the Board deems it necessary to proceed on behalf of the Landowners to rectify the situation, the Board shall serve the alleged violator with written notice describing:

A.) the nature of the alleged violation;
B.) the proposed sanction to be imposed or action to be taken by the Board;
C.) define the ten (10) day period within which the alleged violator may present a written request for a hearing or a written rebuttal to the Complaint to the Board; and
D.) a statement that the proposed sanctions or actions shall be imposed as contained in the notice unless a challenge is begun within the aforementioned ten (10) day period.

If a timely challenge is not made, the sanction stated in the notice shal be imposed or the action deemed necessary shall be started. If the violation is remedied within the ten day period, the Board may suspend the proposed sanction or action. Such suspension shall not constitute a waiver of the right to sanction future violations of the same or other provisions by any person.

4. Hearing. If a hearing is requested within the allotted ten day period, the hearing shall be held before the Board members who are not on the Complaint Committee investigating the particular alleged violation or such impartial body as the Board may appoint. The alleged violator shall be afforded a reasonable opportunity to be heard. Prior to the effectiveness of any sanction, proof of proper notice shall be placed in the Minutes of the meeting. Such proof shall be deemed adequate if a copy of the notice, together with a statement of the date and manner of delivery, is entered by the person who delivered such notice. The notice requirement shall be deemed satisfied if the alleged violator or his representative appears at the meeting. The Minutes of the meeting shall contain the results of the hearing and the sanction, if any, imposed or any action that the Board decided to take, unless a decision for action was deferred for further study.

5 Enforcemant Action. In the event that a Landowner continues to violate the Covenants, ByLaws, Rules, regulations or Community Standards, after being served a Notice by the Board and the ten day period for a hearing has elapsed, the Board may elect to enforce any such provision by suit at law to obtain injunctive relief, compliance monetary damages or any other legal remedy available.

P. O. Box 144
Emigrant, MT 59027

November 18, 1997

Annette Boyle
11341 Bell Rd.
Lemont, IL 60439

Dear Annette;

Your letter of November 13th regarding property in the Paradise Valley area was given to me to answer at our regular Glastonbury Landowners Board meeting last evening.

We are always happy to hear from our members in the field who are contemplating a move to our beautiful valley and perhaps to join as a part of our Glastonbury community.

I am enclosing a copy of our latest edition of the Home Seekers magazine put out by the real estate association, of which I am a member. This will give you a pretty complete idea of what is on the market at the present time and the prices you can expect in this area. If you see anything that is of interest to you, please do not hesitate to give me a call or write or fax me and I will gather whatever information I can to pass along to you.

I have been a realtor for over 27 years, had my own business in Hawaii before joining staff of the Church and have been serving our members here in Montana since 1981. I would be pleased to be able to help you find what you are looking for in Montana and to be of service to you in any way.

The Church has land available in Glastonbury for sale and I will pass a copy of your letter along to Carla Healy for her imput and I will also include a copy of my ad for Glastonbury resales. Land for sale by the church is not available for realtors to sell but we do handle any and all resales.

Thank you for your interest in our area and I will be looking forward to hearing from you. My card is also enclosed.

Sincerely,

Peggy Keathley

Peggy Keathley, Realtor
(406) 333-4718 home phone
222-5203 Work phone
222-7474 Work fax

P.S. Please excuse my uncooperative typewriter.!,

December 14, 1997

Mrs. Linda Kremer
P.O. Box 241
Emigrant, MT 59027

Dear Linda,

At the November 17, 1997 meeting of the Board of Directors of the Glastonbury Landowners Association, your letter of resignation to the Board was read and regretfully accepted. At that time, the Board decided not to take any immediate action to replace you.

We thank you for your willingness to serve the community and encourage you to sit on any of the committees which are in the process of being established.

Sincerely,

Patrick Wolberd
President, Glastonbury
Landowners Association

PW:jm

November 17, 1997

TO: The Board of Directors
Glastonbury Landowners Association

FROM: Linda Kremer

I regret to say that I must resign from the Board even as we have just begun.

I had hoped that there would be more flexibility in the scheduling for our meetings. Monday night is especially difficult for me of all the possibilities that were considered. I would not be able to meet the commitment ~~that~~ with which I have been intrusted.

I am disappointed in this outcome and also trust that I can serve in other capacities for our community.

I would ask that the Board consider Nadim Issa as a replacement candidate. I feel that he carries the heart flame I would have hoped to bring to the group.

Always Victory!
In Gratitude for All Gods Gifts —

Linda Kremer

November 4, 1997

Glastonbury Landowners Association
Attn: Mr. Patrick Wolberd
P.O. Box 312
Emigrant, Montana 59027

Re: Parcel 35, South Glastonbury Minor Subdivision

Dear Mr. Wolberd,

We the undersigned landowners of parcel 35 South Glastonbury agree to the following:

1.) remove the water detention dam, metal pipes and plastic from our land;
2.) restore the original slope and contours of the land;
3.) reseed the area;
4.) finish all the above within on year from signing this agreement.

We the undersigned have therefore requested the Park County Planning Board to consider removing condition number 4 from the preliminary approval conditions in order not to further delay the completion of the subdivision. TP, Inc., who has agreed to be responsible for the removal of the dam, currently does not have the funds (+/- $2,200.00) to complete the work. The undersigned declare to never fill the dam with water and to immediately remove the plastic liner, or what is left of it.

Sincerely,

Lubertus van Hulzen

Carla Pagnier

Caroline von Meyenfeldt

R Varkevisser 11/4/97

Roelof Varkevisser
for the Board of Directors
of TP, Inc.

Adriana Panizza

Damiaan Kletter

A Westerbeek-Kuessen

Ali Westerbeek

cc. Park County Planning Board attn: Ms. Ellen Woodbury and Church Universal and Triumphant, Inc. dba Community of Glastonbury attn: Mr. Edward L. Francis

November 4, 1997

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Carla Pagnier

Caroline von Meyenfeldt

Roelof Varkevisser 11/4/97

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

December 15, 1997

Ellen Woodbury, County Planner
414 Callender
Livingston, MT 59047

Dear Ellen,

We understand that Park County Planning Board has decided to move ahead with a county comprehensive plan and has directed you to develop a proposal. The Glastonbury Landowners Association board of directors has asked me to write to you regarding our position on this matter.

Our two hundred and fifty plus membership would like to see a Park County Comprehensive Plan which incorporates the following concepts:

1. Covenants of existing landowners associations or sub-divisions will be recognized by the new county plan, not nullified.
2. Any land use master plan currently in process or already implemented in an existing development will be grandparented into the county plan.
3. Any existing land use designation by a developer or currently in process will be grandparented into the county plan.
4. Any zoning restrictions or other land use limitations proposed in the county comprehensive plan or by the planning board be required to be presented to the citizens affected by the proposal for a vote of approval in order to be implemented.

A major concern of the Glastonbury Landowners Association is that the covenant revision and land use master planning we have undertaken for the past two years could be eliminated by the development of a county comprehensive plan. Our desire is that the county plan be respectful of individual property rights and the community development we envision and have worked on for so long. We have enclosed for your information a copy of the draft Glastonbury Land Use Master Plan.

As you know from your meeting with some of our committee last summer, we hired a professional planner to assist us in this project and believe it to be well thought through and consistent with the current thinking on community development. We appreciate the helpful feedback you gave us at that time and would invite continuing input from your office.

It is important to note that this plan is still in draft form and does not completely take into consideration the new "open community" direction reflected in our restated covenants. We are in the process of appointing a new land use master plan committee under the direction of our new board and expect that committee to complete its work by the middle of 1998. Upon completion

of the land use master plan, we expect to have finalized the designation of parcels for commercial development as well as different types of residential development and density standards.

Please keep us posted on any meetings regarding the county comprehensive plan. If you have any questions, I may be reached at 333-4722 or at the address noted above.

Thank you for your consideration of our comments.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

enclosed: Draft Glastonbury Land Use Master Plan, March 13, 1997

GLASTONBURY LANDOWNERS ASSOCIATION

BOARD OF DIRECTORS

HORUS BRAILSFORD	P.O. Box 374 Emigrant, MT 59027	Hm: 333-4316 Fax: 333-4877
PHILIP COVINGTON	P.O. Box 484 Emigrant, MT 59027	Hm: 333-4378 Fax: 333-4378
ANDREW FIELD	P.O. Box 500 Emigrant, MT 59027	Hm: 333-4567 Fax: 333-4907
PHILIP HOAG	P.O. Box 206 Emigrant, MT 59027	Hm: 333-4707 Cell: 223-1230
PEGGY KEATHLEY	P.O. Box 144 Emigrant, MT 59027	Hm: 333-4718 Wk: 222-5203 Fax: 222-7474
DANIEL KEHOE, JR.	P.O. Box 499 Emigrant, MT 59027	Hm: 333-4222 Fax: 333-4379
JOAN MURPHY	P.O. Box 245 Emigrant, MT 59027	Hm: 333-4792
DAVID NEWHOUSE, SR.	P.O. Box 1620 Emigrant, MT 59027	Hm: 333-4242
MARIA SCOBLE	P.O. Box 1686 Emigrant, MT 59027	Hm: 333-4306
PATRICK WOLBERD	P.O. Box 458 Emigrant, MT 59027	Hm: 333-4722
	2417 Elizabeth Street Billings, MT 59102	Wk: 223-2002 Wk & Fax: 656-2224
WALTER G. WUNSCH	P.O. Box 36 Emigrant, MT 59027	Hm: 333-4727 Fax: 333-4013
		Wk: 333-4967 Fax: 333-4259

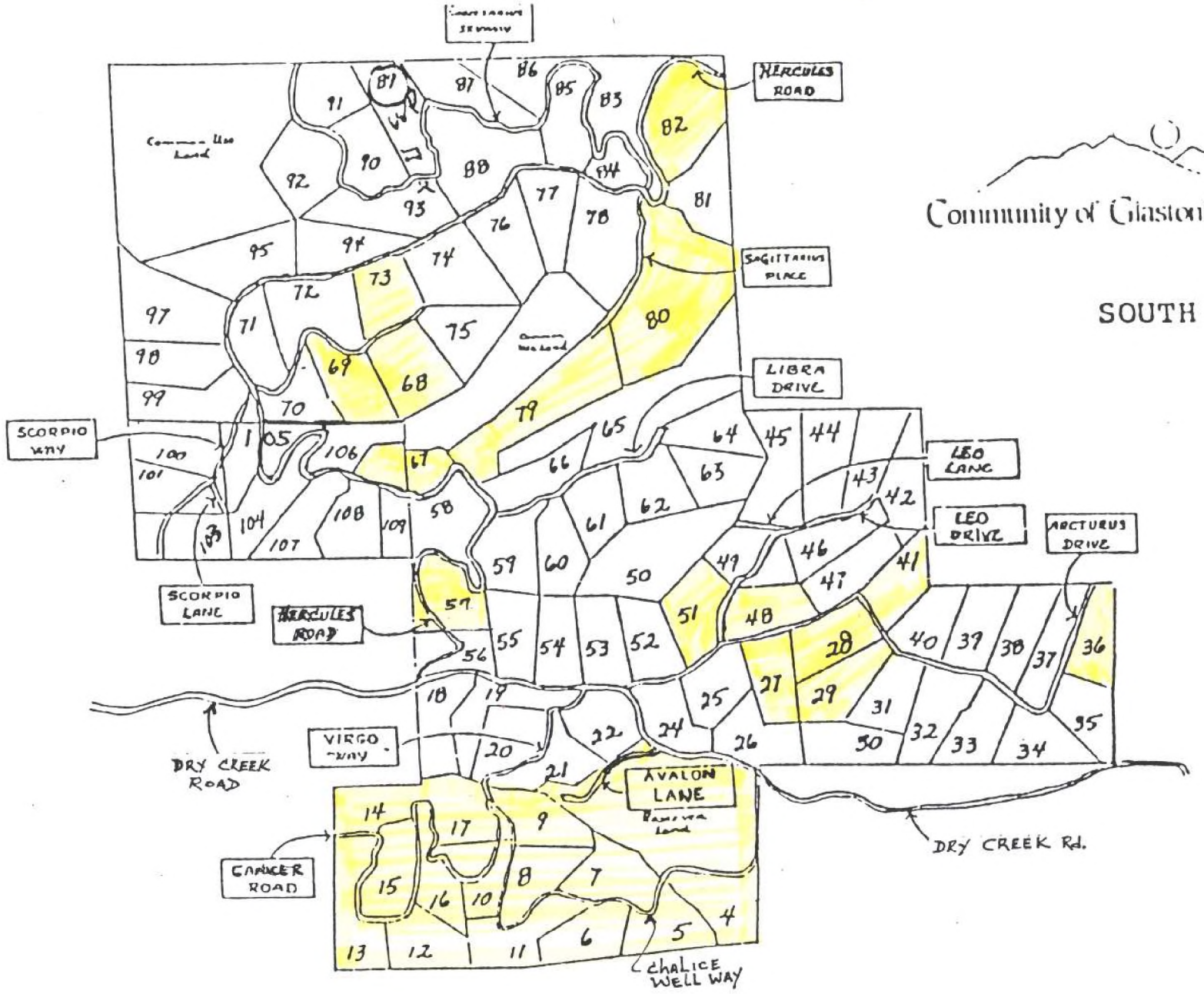
OMBUDSMAN

North Glastonbury: Margaret Roach
P.O. Box 323
Emigrant, MT 59027
Hm. & Fax: 333-4380

South Glastonbury: Laurel Matthews
P.O. Box 1683
Emigrant, MT 59027
Hm: 333-4565
Fax: 333-4850

ASSISTANT SECRETARY: Lucia Hodges
P.O. Box 143
Emigrant, MT 59027
Hm: 333-4487

GLA 00206


Community of Glastonbury
SOUTH
HERCULES ROAD
SAGITTARIUS PLACE
LIBRA DRIVE
SCORPIO WAY
SCORPIO LANE
HERCULES ROAD
LEO LANE
LEO DRIVE
ARCTURUS DRIVE
DRY CREEK ROAD
VIRGO WAY
AVALON LANE
CANCER ROAD
CHALICE WELL WAY
DRY CREEK Rd.

Glastonbury South

UNSOLD PARCELS CURRENTLY FOR SALE

	Parcel No.	Acreage	Price	PRICE PER ACRE
1	27	20.24	$43,500	2,150
2	28	23.09	$51,900	2,250
3	29	23.41	$43,500	1,850
4	36	20.00	$59,500	2,975
5	40	20.00	$49,500	2,475
6	41	20.00	$49,500	2,475
7	45	28.89	$51,500	1,780
8	48	20.50	$49,500	2,415
9	51	21.12	$42,500	2,012
10	57	20.19	$43,500	2,155
11	61	20.62	$43,500	2,110
12	63	20.27	$43,500	2,146
13	65	70.25	$85,500	1,210
14	67	20.06	$53,900	2,686
15	68	27.42	$54,900	2,002
16	69	22.99	$53,900	2,345
17	73	20.00	$54,900	2,745
18	79	40.00	$79,500	1,988
19	80	70.42	$89,500	1,271
20	82	34.73	$69,500	2,001
21	107	20.00	$59,500	2,975
22	108	20.00	$59,500	2,975

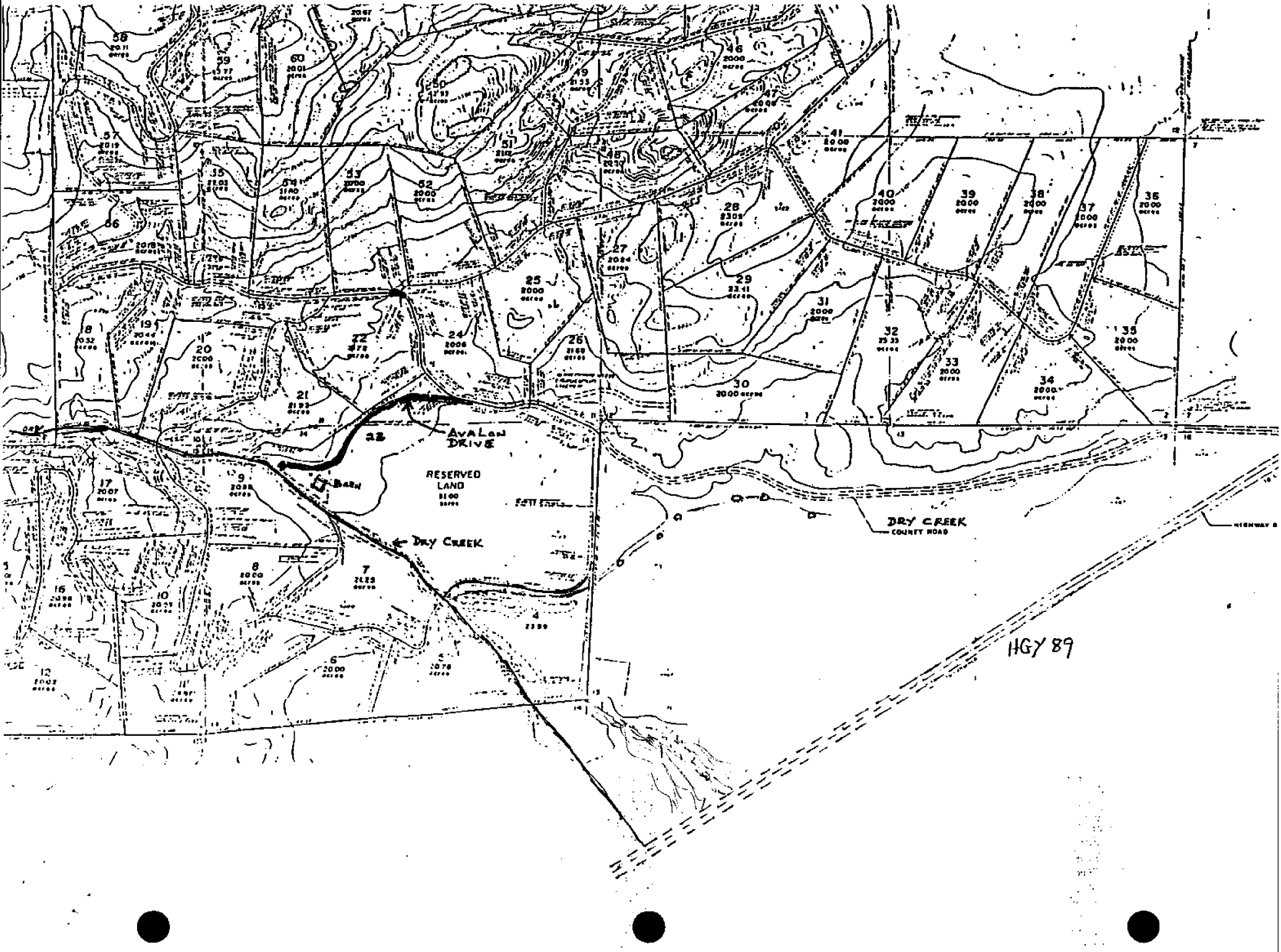
1,232,000

Rev. 97-13

GLASTONBURY SOUTH

UNSOLD PARCELS NOT CURRENTLY FOR SALE

#	PARCEL NO.	ACREAGE	VALUE PER ACRE	VALUE
1	1	21.00	$ 3,250	$ 68,250
2	2	20.00	3,500	70,000
3	3	20.53	3,500	71,855
4	4	23.99	3,500	83,965
5	5	20.76	3,500	72,660
6	6	20.00	2,750	55,000
7	7	21.25	3,500	74,375
8	8	20.00	2,000	40,000
9	9	20.88	3,250	67,860
10	10	20.58	2,000	41,160
11	11	24.87	2,500	62,175
12	12	20.02	2,500	50,050
13	13	27.95	1,500	41,925
14	14	20.00	2,500	50,000
15	15	20.01	2,500	50,025
16	16	20.96	2,000	41,920
17	17	20.07	3,000	60,210
18	23	31.47	3,250	102,278
				$ 1,103,708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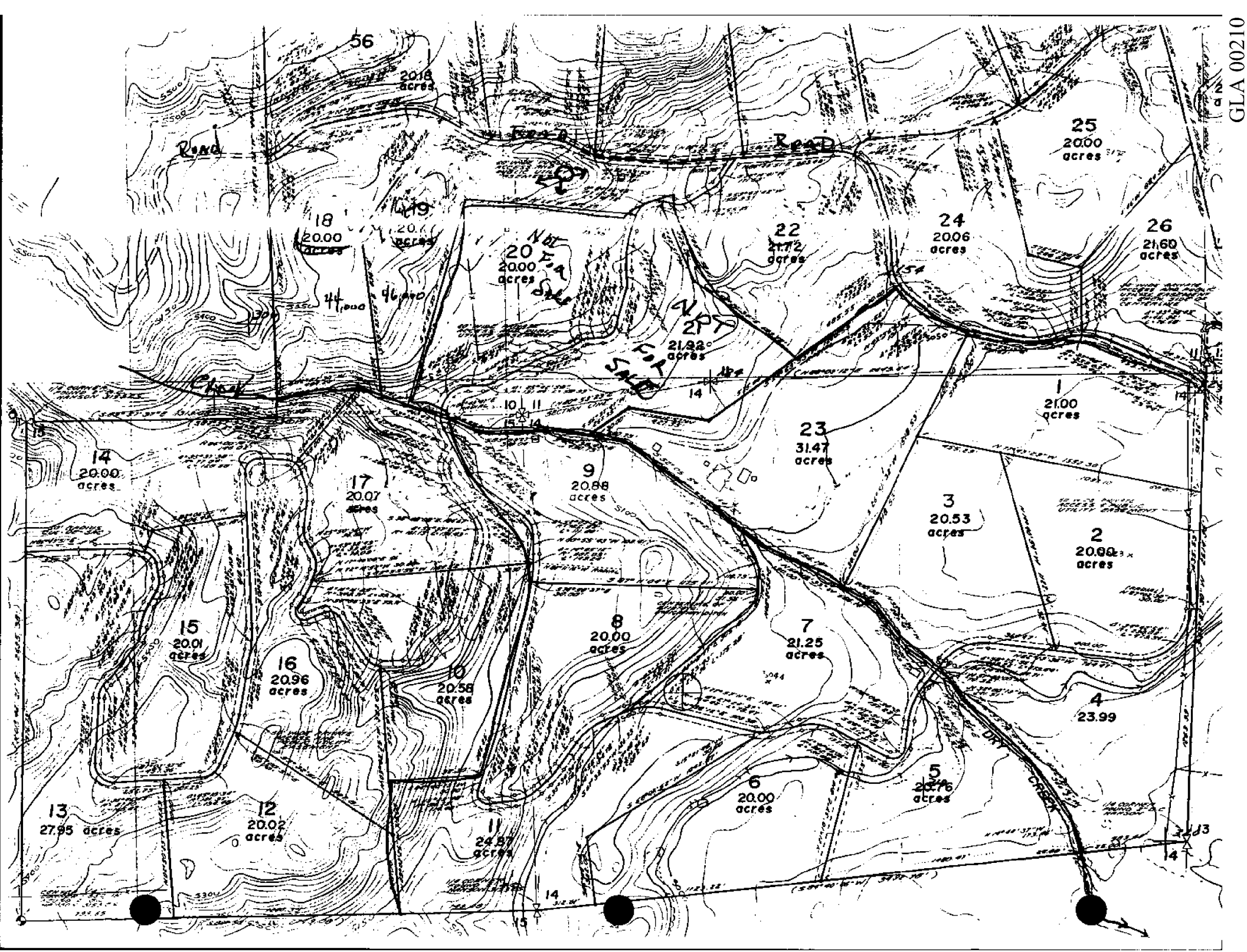
RESERVED LAND
DRY CREEK
DRY CREEK
COUNTY ROAD
HGY 89

GLA 00209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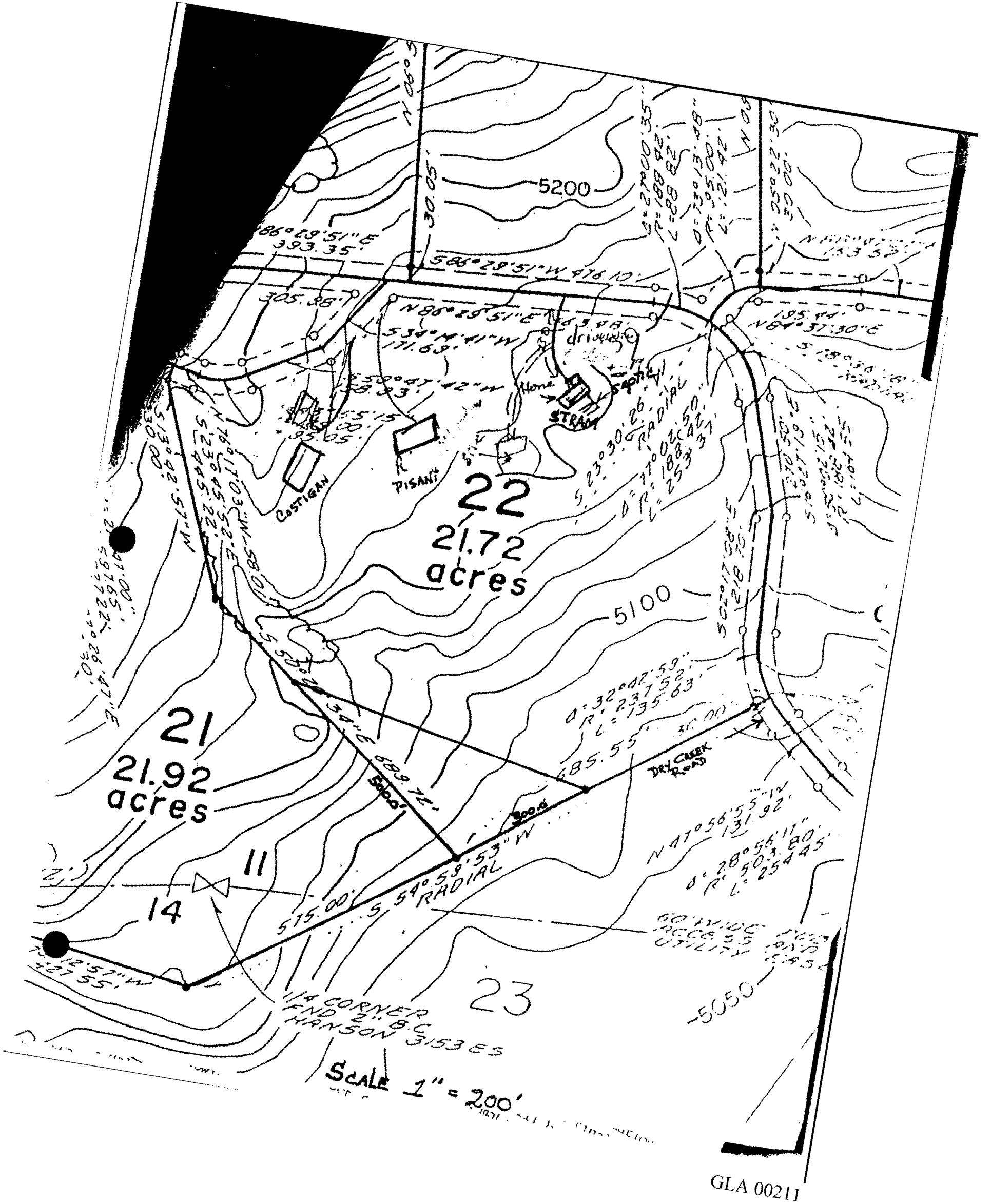
20.18 acres
Road
Road
25
20.00 acres
18
20.00 acres
19
20.06 acres
20
20.00 acres
22
21.72 acres
24
20.06 acres
26
21.60 acres
21.92 acres
1
21.00 acres
23
31.47 acres
14
20.00 acres
17
20.07 acres
9
20.88 acres
3
20.53 acres
2
20.00 acres
15
20.01 acres
16
20.96 acres
10
20.58 acres
8
20.00 acres
7
21.25 acres
4
23.99
6
20.00 acres
5
20.76 acres
13
27.95 acres
12
20.02 acres
11
24.87 acres
DRY CREEK

GLA 00210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5100
5050
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30.05'
S 88°29'51" W 416.10'
N 88°29'51" E
393.35'
305.88'
N 88°29'51" E
S 30°47'41" W
171.65'
S 50°47'42" W
183.93'
55.15'
85.65'
S 13°42'57" W
300.00'
N 16°17'03" W
S 23°45'22" E
S 58°
34" E
689.72'
5000'
300'
S 54°59'53" W
RADIAL
575.00'
N 41°56'55" W
131.92'
685.55'
R = 2315.52'
L = 135.63'
Δ = 32°42'59"
R = 1888.82'
L = 688.82'
Δ = 21°00'35"
R = 3950.00'
L = 1447.42'
Δ = 13°13'48"
R = 1218.00'
L = 281.12'
Δ = 17°02'50"
R = 1888.82'
L = 561.42'
Δ = 23°30'26"
RADIAL
N 66°37'30" E
105.94'
DRIVEWAY
HOME
SEPTIC
STRAW
PISANI
CASTIGAN
DRY CREEK ROAD
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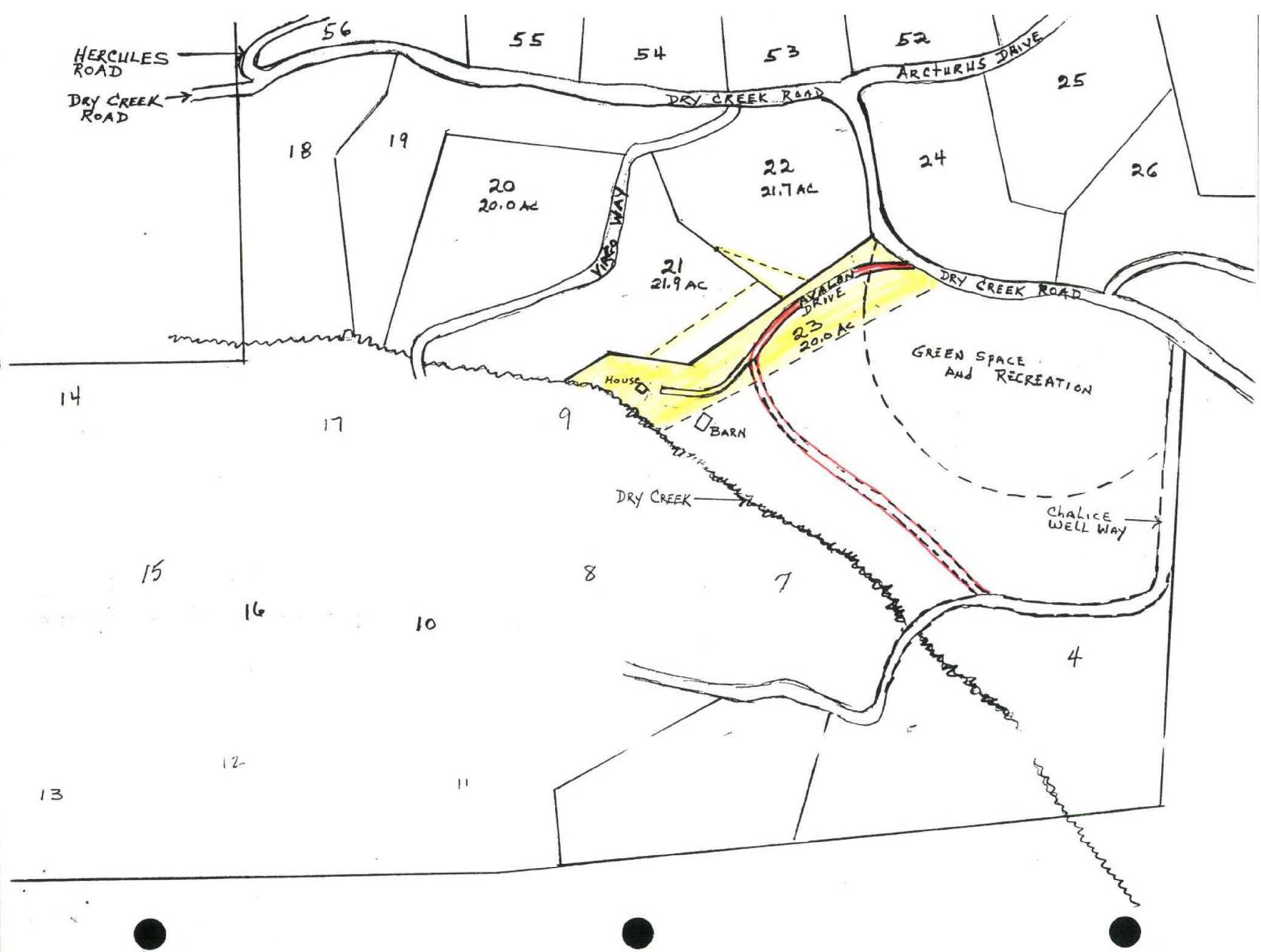
21.72
acres
21
21.92
acres
11
14
23
1/4 CORNER
FND 2" B.C.
HANSON 3153 ES
SCALE 1" = 200'

GLA 00211


HERCULES ROAD
DRY CREEK ROAD
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ARCTURUS DRIVE
DRY CREEK ROAD
25
18
19
20
20.0 AC
22
21.7 AC
24
26
VIRGO WAY
21
21.9 AC
AVALON DRIVE
DRY CREEK ROAD
23
20.0 AC
GREEN SPACE AND RECREATION
HOUSE
BARN
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DRY CREEK
CHALICE WELL WAY
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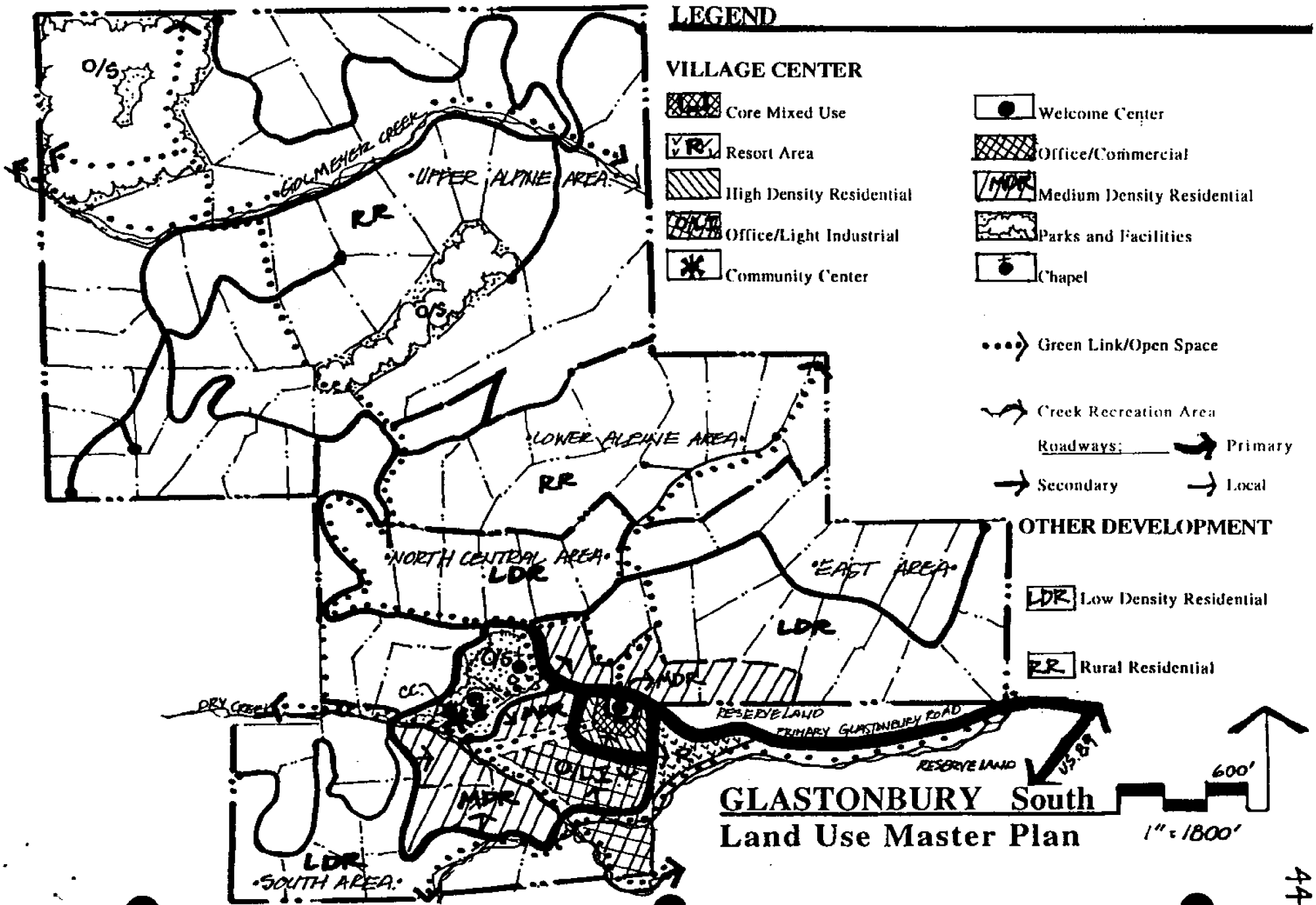
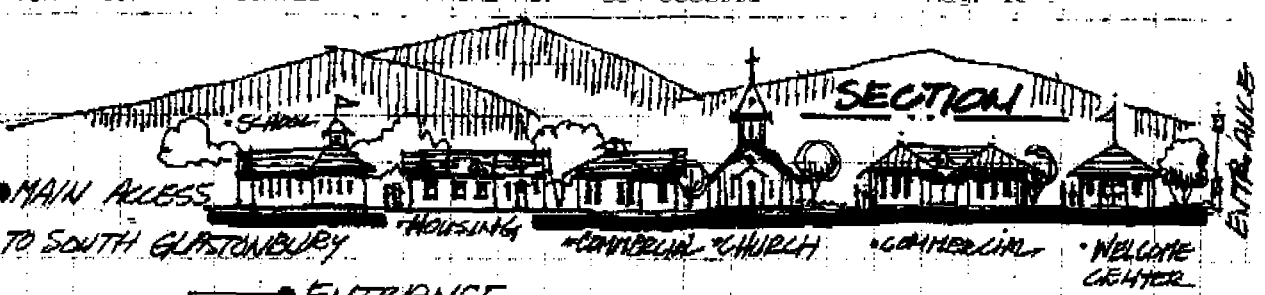
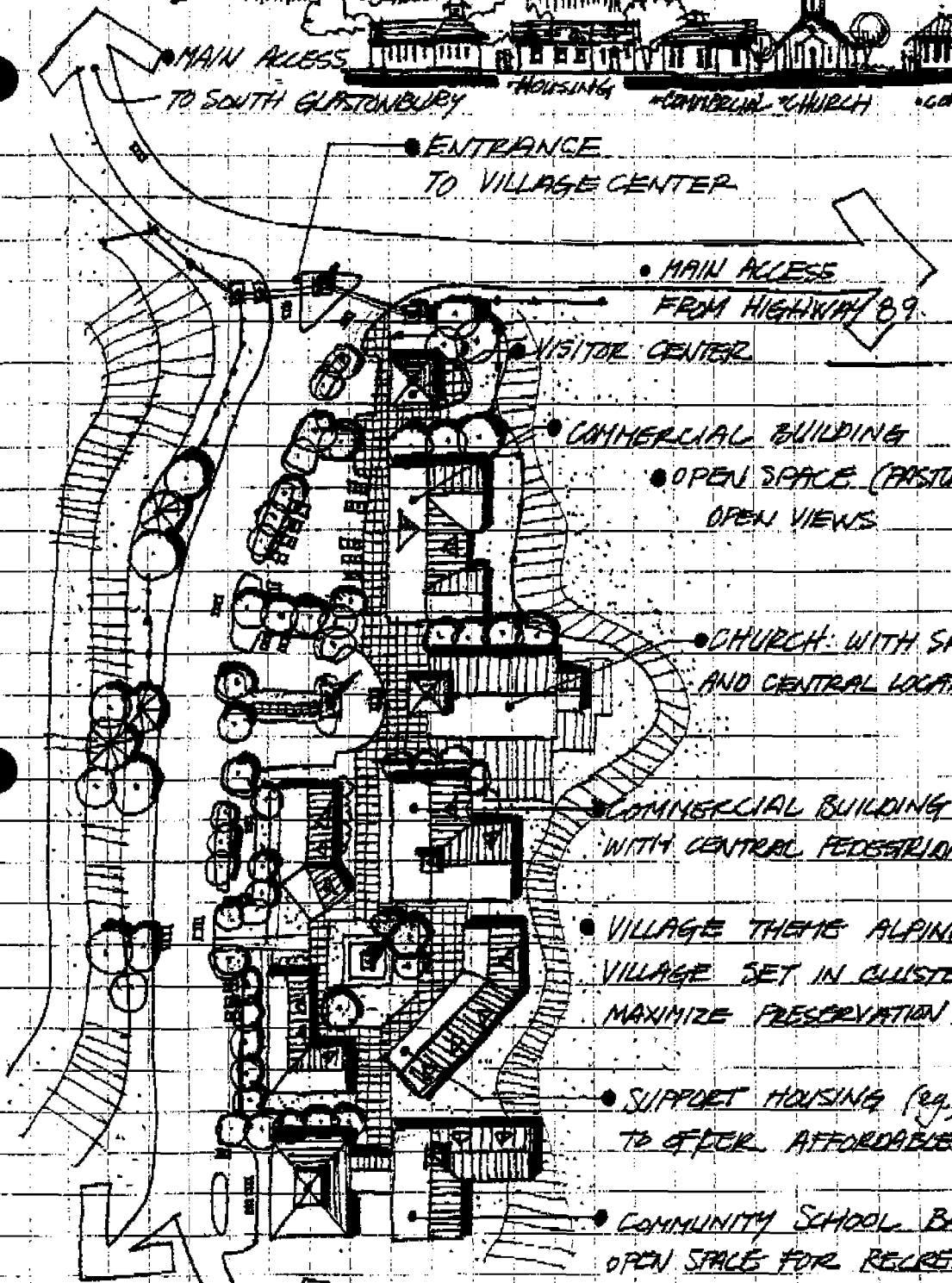
GLA 00212

GLA 00213


LEGEND
VILLAGE CENTER
Core Mixed Use
Resort Area
High Density Residential
Office/Light Industrial
Community Center
Welcome Center
Office/Commercial
Medium Density Residential
Parks and Facilities
Chapel
Green Link/Open Space
Creek Recreation Area
Roadways:
Primary
Secondary
Local
OTHER DEVELOPMENT
Low Density Residential
Rural Residential
O/S
GOLDMEYER CREEK
UPPER ALPINE AREA
RR
LOWER ALPINE AREA
NORTH CENTRAL AREA
LDR
EAST AREA
MDR
DRY CREEK
RESERVE LAND
PRIMARY GLASTONBURY ROAD
SOUTH AREA
600'
GLASTONBURY South
Land Use Master Plan
1" = 1800'



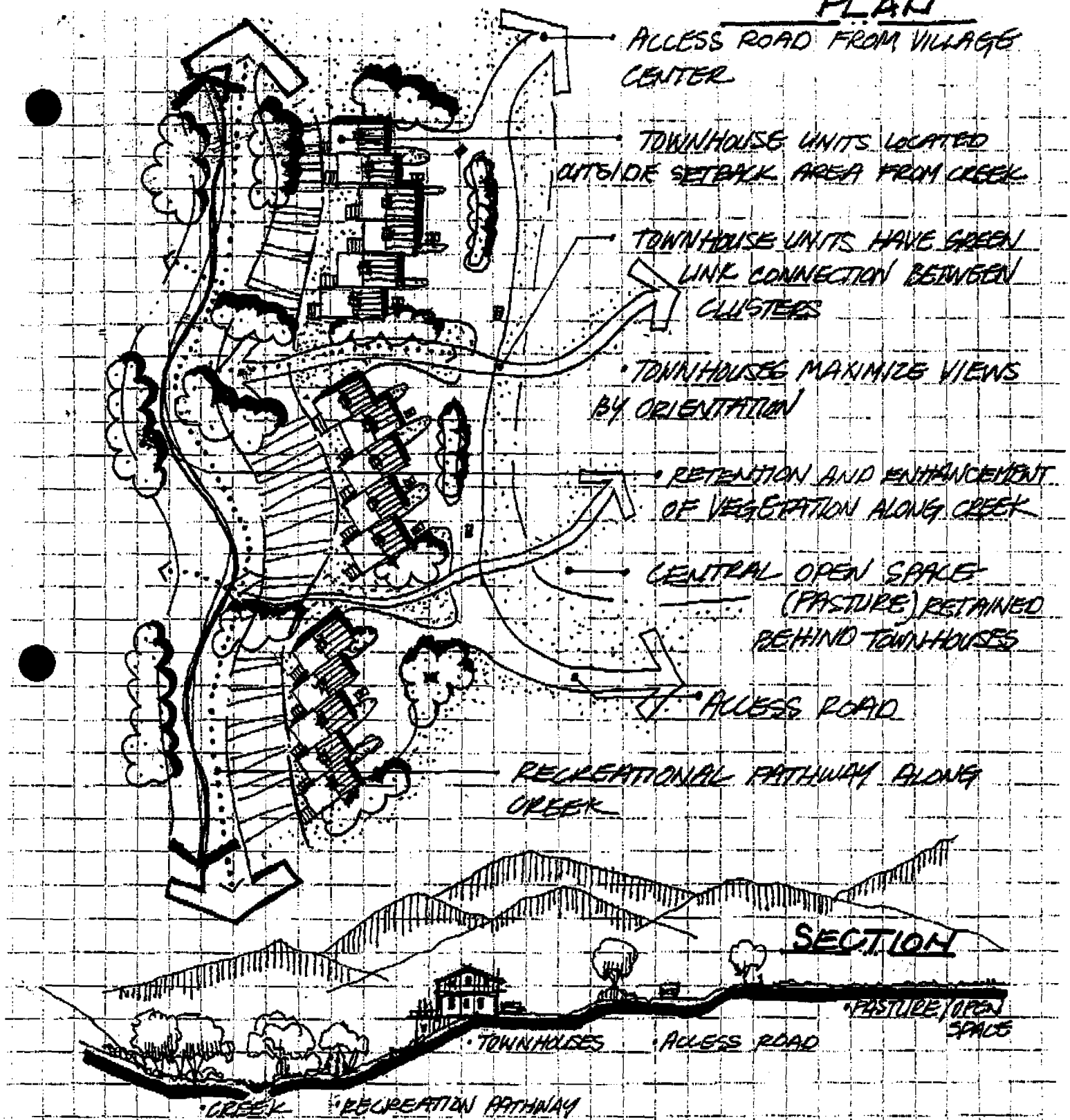


PLAN

NO SCALE

NORTH

SOUTH GLASTONBURY
Village Center CONCEPT



NO SCALE

CLUSTER TOWNHOUSES along the Creeks

concepts for development

Spring Reminders

From the Friendly Folks of the GLA

ROAD NEWS:

Two STOP signs are going up on Sirius at the Helios Drive intersection. The intersection will become a three-way stop.

The roads will be graded soon...so
A) Slow down when approaching and passing road work equipment.
B) Drive 25 mph or slower on the gravel (or it will washboard in a few hours).
C) All drivers and vehicles must have the necessary license, registration and insurance.
D) Drive on the grass to keep the dust down.
E) Most of the above ("D" is the incorrect answer).

Rites of Spring: Dogs and horses are coming out of hibernation:

Do animals have souls? We aren't sure, but we wouldn't want any pets to lose theirs, so remember - the Covenants call for man's best friend to be restrained by fence or leash and not allowed to roam free around the neighborhood. Landowners, please notify your renters of this harmonizing influence on the neighborhood.

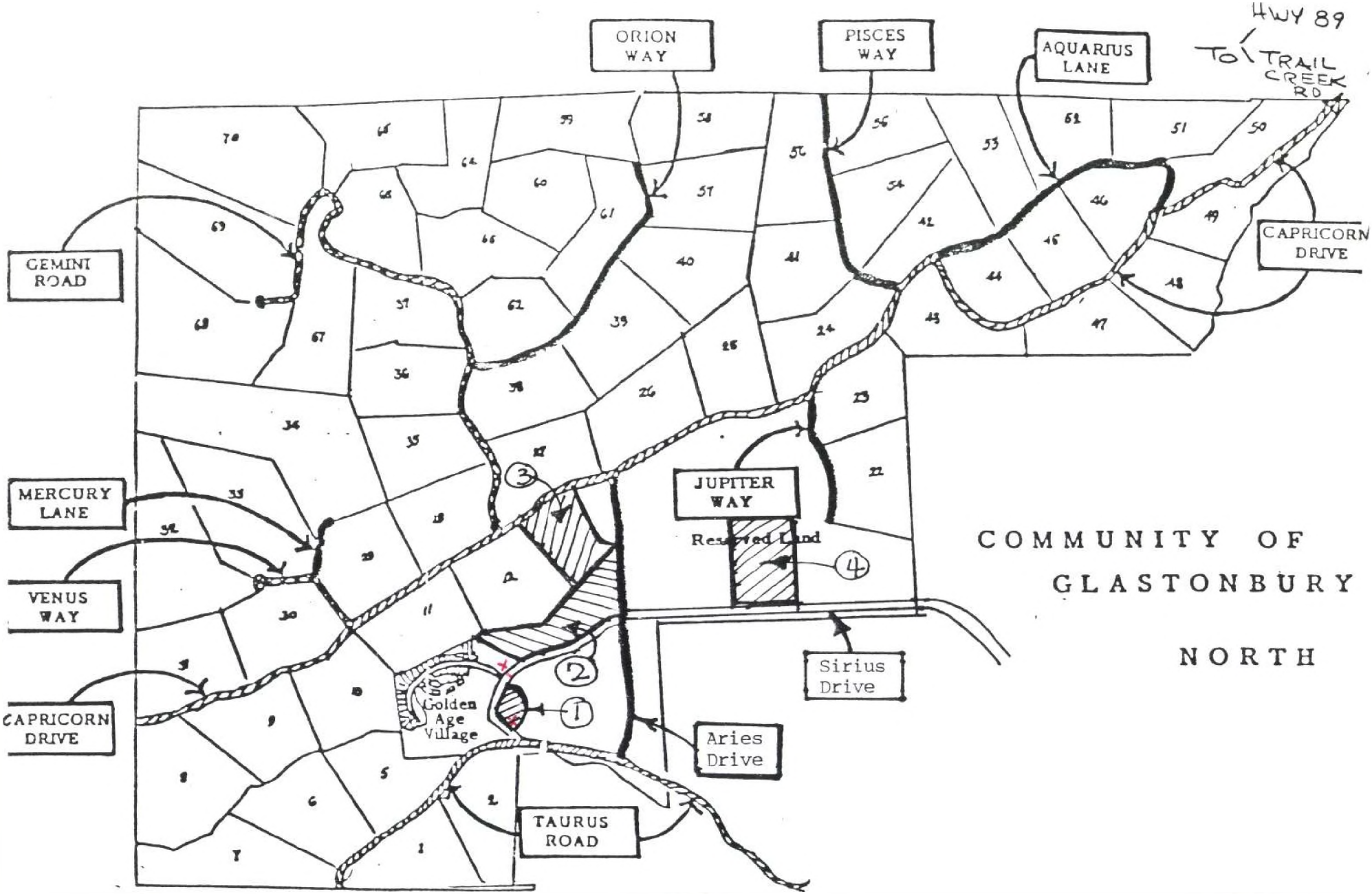
Road etiquette and safety: When driving by pedestrians, children playing or a horse with an equestrian, for the safety of all, please slow way down and give them wide berth. Horses have been known to have a strange sense of humor and, on a slow day, will take any excuse to get spooked to the possible detriment of the rider (mass x acceleration + panic + astrological influences = detriment).

All thats green isn't gold:

The GLA will be contracting to have the road easements sprayed for knapweed this Spring and Fall. The herbicide that will be used is more effective than Tordon and doesn't have the lasting residual effect in the soil. Knapweed has been getting worse in Glastonbury and has come to the attention of Park County. The County is cracking down on landowners that are not eradicating it and can levy a $500 fine. Ouch. This is a problem that both our State law and Covenants mandate our response. Upon request, the GLA will provide landowners a list of contractors who will spray knapweed.

The GLA is fully committed to joining the County in controlling knaughty knapweed. We will notify landowners of problem areas that are not being addressed. We realize that out-of-state landowners may be unaware of an infestation on their property, since it spreads so fast. One knapweed flower can throw off 70 seeds! If no action is taken within six months, the GLA will notify the County of the problem. Don't be caught knapping!

GLA 00217


HWY 89
TO TRAIL CREEK RD
ORION WAY
PISCES WAY
AQUARIUS LANE
CAPRICORN DRIVE
GEMINI ROAD
MERCURY LANE
VENUS WAY
CAPRICORN DRIVE
JUPITER WAY
Reserved Land
Sirius Drive
Aries Drive
TAURUS ROAD
Golden Age Village
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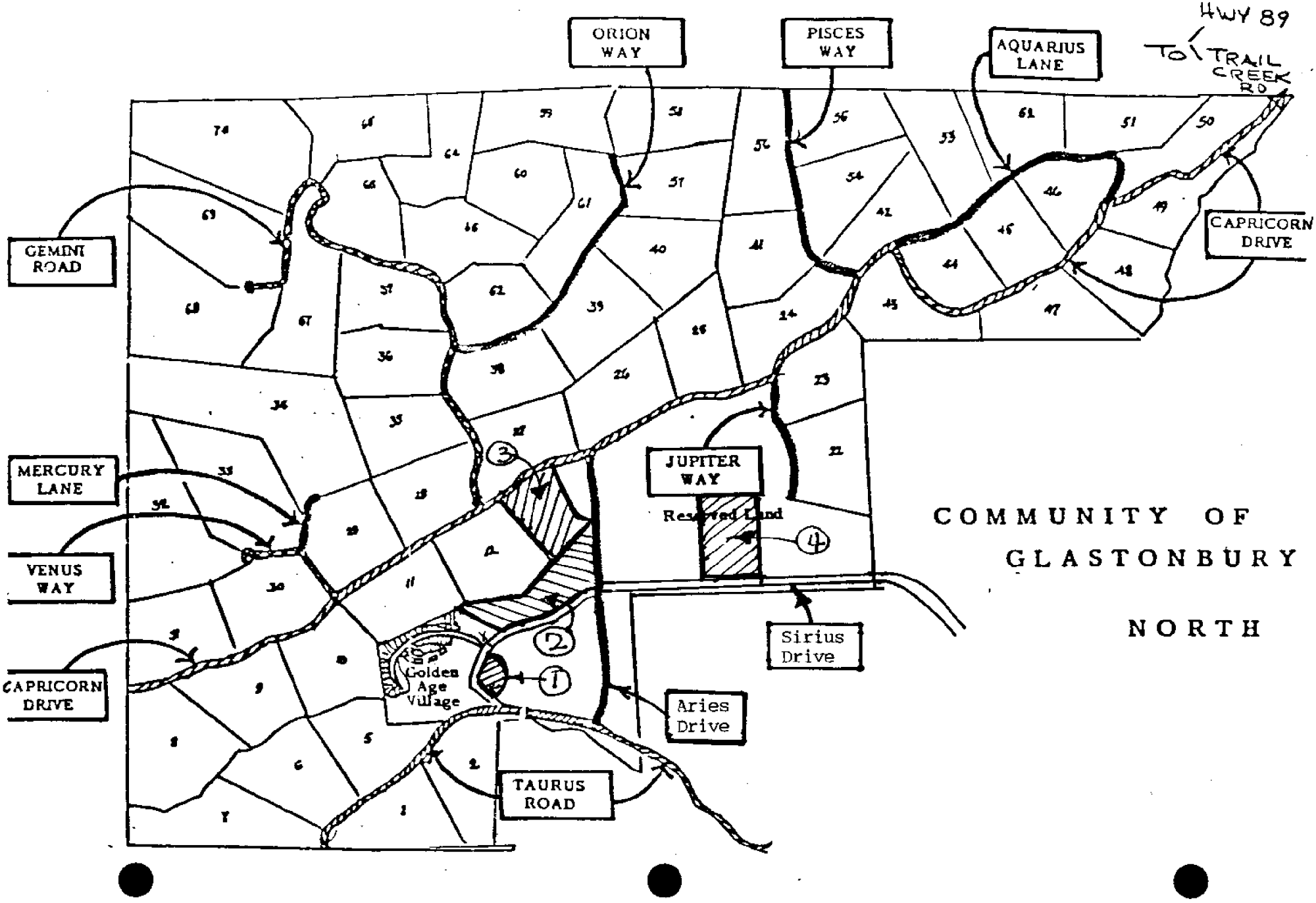
COMMUNITY OF GLASTONBURY
NORTH

GLA 00218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Aries Drive
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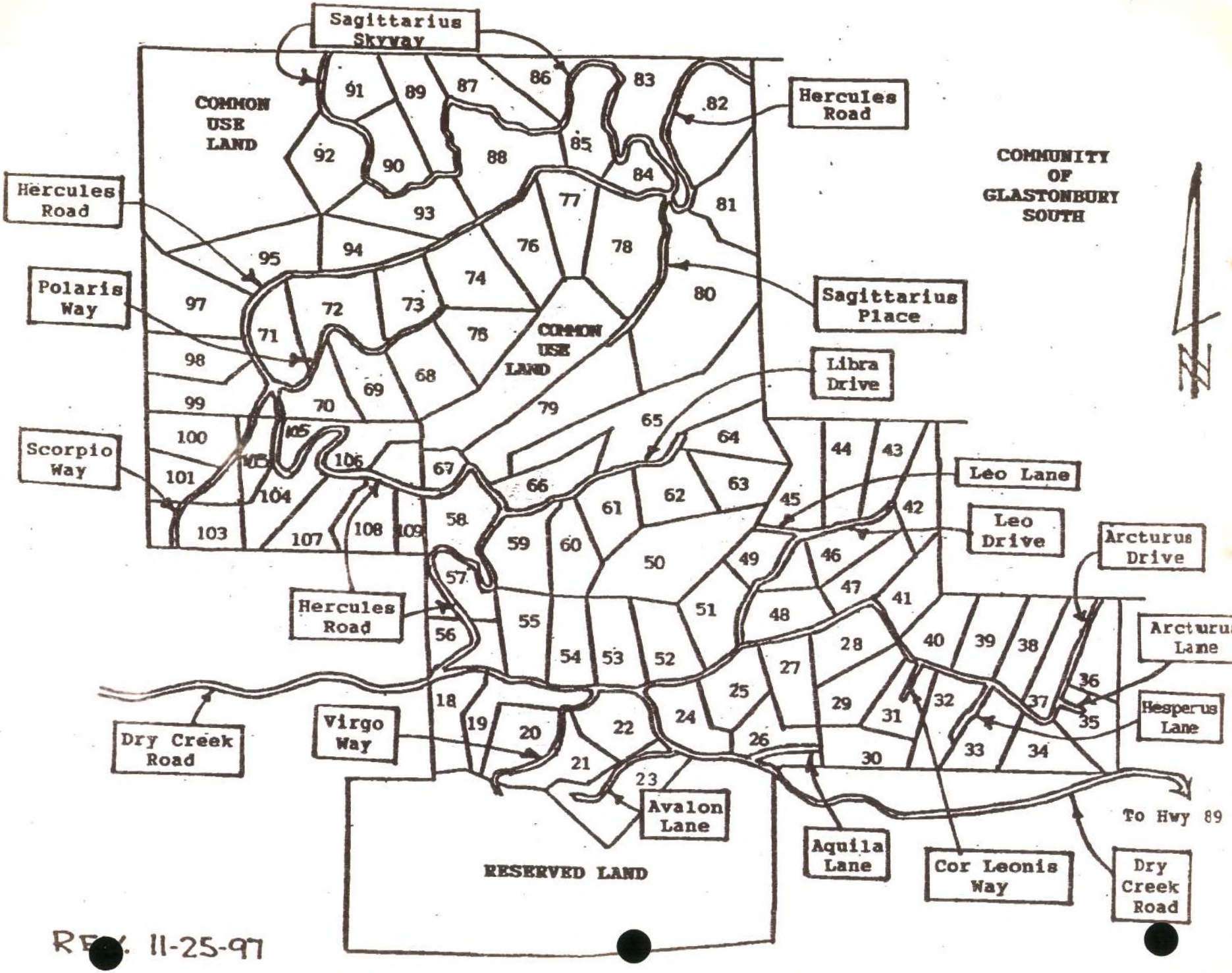
Golden Age Village
COMMUNITY OF GLASTONBURY
NORTH


Sagittarius Skyway
COMMON USE LAND
Hercules Road
Hercules Road
COMMUNITY OF GLASTONBURY SOUTH
Polaris Way
Sagittarius Place
COMMON USE LAND
Libra Drive
Scorpio Way
Leo Lane
Leo Drive
Arcturus Drive
Hercules Road
Arcturus Lane
Hesperus Lane
Dry Creek Road
Virgo Way
Avalon Lane
To Hwy 89
Aquila Lane
Cor Leonis Way
Dry Creek Road
RESERVED LAND
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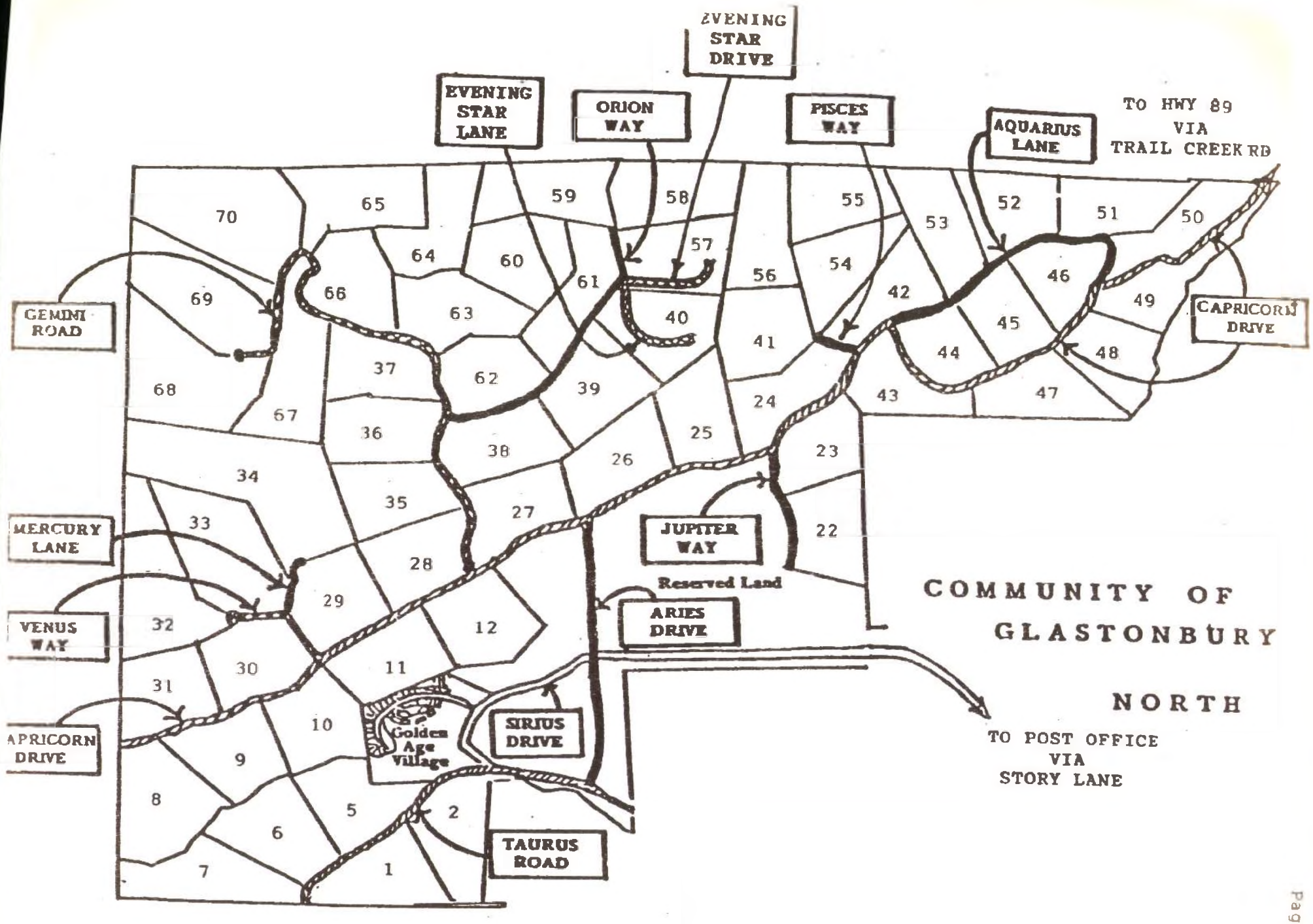
REV. 11-25-97

GLA 00220


EVENING STAR DRIVE
EVENING STAR LANE
ORION WAY
PISCES WAY
AQUARIUS LANE
TO HWY 89 VIA TRAIL CREEK RD
GEMINI ROAD
CAPRICORN DRIVE
MERCURY LANE
VENUS WAY
APRICORN DRIVE
JUPITER WAY
ARIES DRIVE
SIRIUS DRIVE
TAURUS ROAD
Reserved Land
Golden Age Village
COMMUNITY OF GLASTONBURY
NORTH
TO POST OFFICE VIA STORY LANE
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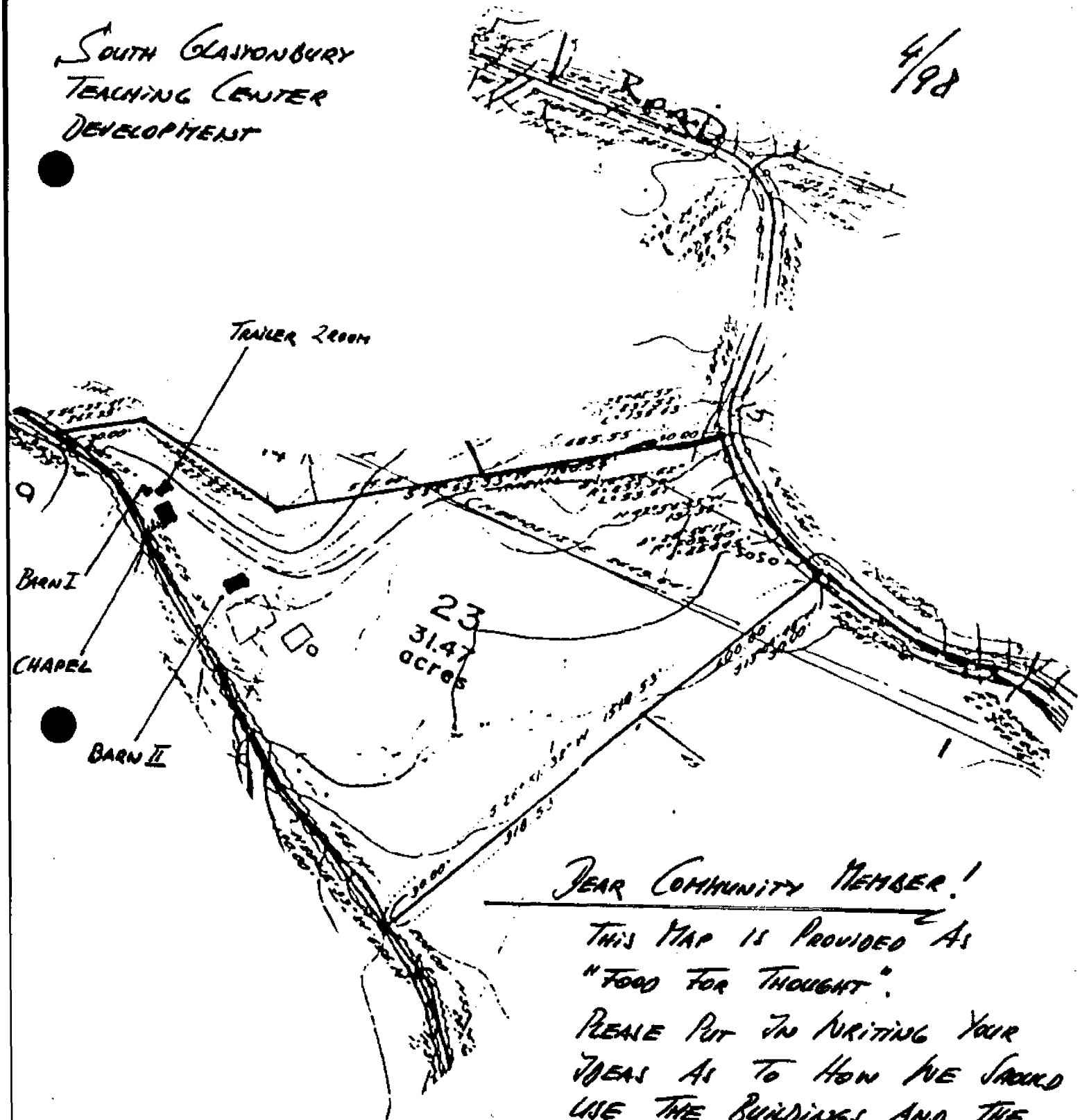
South Glastonbury Teaching Center Development

4/98



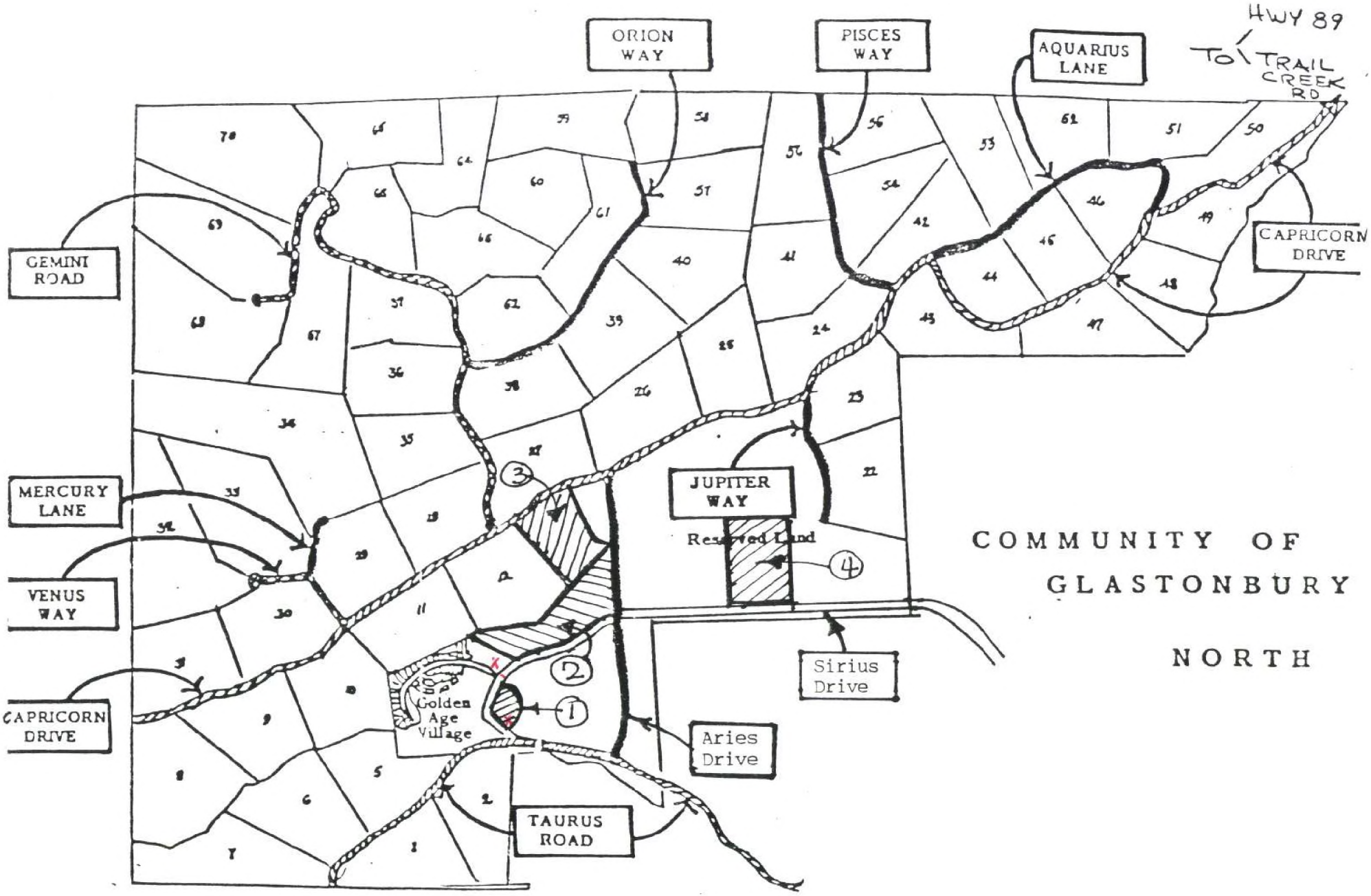
Dear Community Member!

This Map is Provided As "Food for Thought".

Please Put In Writing Your Ideas As To How We Should Use The Buildings And The Land And Then Prioritize Your Ideas.

Please Bring Your Comments To Our Meeting Next Sunday 4-26-98

Thank You!


HWY 89
TO TRAIL CREEK RD
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PISCES WAY
AQUARIUS LANE
CAPRICORN DRIVE
GEMINI ROAD
MERCURY LANE
VENUS WAY
CAPRICORN DRIVE
JUPITER WAY
Reserved Land
Sirius Drive
Aries Drive
TAURUS ROAD
Golden Age Village
COMMUNITY OF GLASTONBURY
NORTH

GLA 00222

1998-01-05_BDGN_Draft.pdf

Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

January 5, 1998

1. Call to Order, Prayer -- Patrick Wolberd opened the meeting at 7:25 p.m. Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Andrew Field, Philip Hoag, Peggy Keathley, David Newhouse, Walter Wunsch. Also present was Laurel Matthews, Ombudsman. Absent: Philip Covington.

2. Reading and Disposition of Minutes -- The minutes of November 15, 1997, November 17, 1997, and December 15, 1997 were approved as corrected. The December 1, 1997 minutes will be reviewed and commented upon at the next meeting. There was consensus that whenever possible, the secretary should send out future minutes along with the agenda to the Board members. They are then to read them prior to the next meeting, and bring any proposed corrections or additions to that meeting.

3. Order of Business -- The following items were discussed out of order:

3.1 (Agenda Item 4.4) Road Committee Report.

Discussion:

⇨ W. Wunsch read the letter he had drafted to the county concerning the problems on Capricorn Dr. (see attached). The letter was approved as corrected. W. Wunsch completed his task re the Bodeaux letter.

⇨ D. Newhouse reported that both M. Dirkers and A. Mann said they had liability insurance policies which they would mail to him. He said he had also received the contract with M. Dirkers for light snowplowing. There was discussion about which roads would be plowed in which order, and consensus that it was important to determine this in advance.

⇨ Regarding the possible John Alexander "No National Forest Access" and "Dead End" signs, the Board reiterated that if John wanted such signs he would need to submit them to the Architectural Subcommittee of the GLA for approval prior to installing them.

⇨ D. Newhouse said he had also contacted R. Johnson regarding installation of reflective road markers on both sides of Aries Dr. leading into the GAV, and that R. Johnson said he felt the markers should not be placed directly along the road side since they would be in the way of snow plows. He recommended that they be placed 3-4 feet away from the edge. There was discussion about whether this would solve the original problem of people driving into the ditches in heavy snowfall, and also that it would be very difficult to install the posts now that the ground was frozen.

⇨ Regarding the water ditch on Virgo Way, H. Brailsford said the County had just cleaned out their section of the ditch. He recommended that since the Church has retained the water rights to the ditch in the section past Virgo Way, it would be good to

include this issue along with the other upcoming road negotiations with the Church. He said the clogging in the ditch causes major soil erosion of the hillside, and that in the long run it would probably be best to pipe the water down the hill from Virgo Way to the Dry Creek road.

⇨ There was further discussion about whether or not the GLA should accept the responsibility of taking care of roads that they had approved as part of a subdivision, but there was consensus to save this topic for a later date.

⇨ Regarding the next level of grading for the funds that had been approved, D. Newhouse said he would grade the section going up the hill by the dumpsters into North Glastonbury, and then spot grade North as needed.

⇨ Chairman Wolberd reminded the group that the Bylaws direct all Committees to keep minutes of their meetings.

⇨ W. Wunsch reported that the Road Committee would be meeting with the Church on January 17. He said the Road Committee wondered if the GLA should bring in a road engineer to represent the GLA's position. They felt it would be wise to consult an attorney prior to that meeting regarding the safety of certain roads and the developer's responsibility in the matter. It was clarified that for road negotiations there were basically two main questions in this regard: (1) Does the road meet the specifications of the developer? and (2) Does the road meet the safety standards that are accepted within the state? There was discussion about guard rails being a major problem when snow plowing was needed. Chairman Wolberd reminded the Road Committee that they needed to negotiate from a position of what is defendable.

Action: W. Wunsch moved, M. Scoble seconded that the Board approve Michael Dirkers' non-exclusive bid for light snowplowing at the rate of $25 per hour, under a schedule of plowing priorities to be approved by the chair of the Road Committee. The motion passed unanimously.

Action: H. Brailsford moved, W. Wunsch seconded that the GLA not install reflective road posts at this time. The motion passed unanimously.

Action: W. Wunsch moved, H. Brailsford seconded that the GLA hire the engineering firm they had contacted in Bozeman for a fee not to exceed $800, to inspect the Glastonbury roads in light of both the existing Glastonbury Specifications and Standards and any safety concerns that could present liabilities. The motion passed unanimously.

Follow-up: D. Newhouse is to find out to which official the county letter should be addressed, and report this information to W. Wunsch, who is then to send the letter.

Follow-up: D. Newhouse - prepare road maintenance schedule for G. North and G. South following Joint Committee negotiations with the developer.

Follow-up: W. Wunsch - report on Joint Committee negotiations regarding the Chevy truck/plow following Joint Committee negotiations with the developer.

Follow-up: D. Newhouse - give copies of A. Mann's and M. Dirkers' liability insurance policies and written contracts to J. Murphy.

2 of 7

1-5-98

Follow-up: D. Newhouse - re-write Dirkers' plowing contract to spell out the guidelines for the specific priority of roads to be plowed, then convey them to P. Wolberd for final approval before asking Dirkers to sign. James Healy volunteered to help D. Newhouse write the guidelines and draw up a map to be attached.
Follow-up: D. Newhouse - put together a proposal for the GLA by the next meeting on the next level of road maintenance work to be done and the estimated costs, by 1-19-98.
Follow-up: D. Newhouse - convey to J. Alexander that if he wishes to post signs he should first take them to the Architectural Subcommittee for approval.
Follow-up: D. Newhouse - report on hot water ditch action on Virgo Way following Joint Committee negotiations with the developer.

4. Reports of Officers and Committees --

4.1 Treasurer's Report.
Discussion: M. Scoble reported that there was $11,816.51 in the GLA account, with no outstanding bills other than a $500 commitment to A. Mann for road work to be done. There had been no action in the planning fund since the prior meeting. She said D. Holm is ready to provide the GLA with the 1998 Assessment Notices before the next meeting. M. Scoble read a draft landowner letter to accompany the Assessment Notices, which explained the new assessment and bookkeeping system. She reported that the R. Johnson fencing invoice had been paid.
Action: The landowner letter was approved as corrected (see attached). The time-frame specified in the letter for contacting the GLA in the event of non-agreement with the assessment amount was left to the discretion of the Finance Committee.
Follow-up: M. Scoble and J. Murphy - meet with D. Holm before the next meeting, secure Assessment Notices, and prepare them for mailing.
Follow-up: J. Murphy - amend, reformat and copy landowner letter for mailing with Assessment Notices.
Follow-up: M. Scoble - write procedures for petty cash by 1-19-98.
Follow-up: M. Scoble - write procedures for items accountant needs for annual review of books at her earliest convenience.
Follow-up: P. Keathley - assist M. Scoble with documentation protocol.

4.2 Finance Committee Report.
Discussion: M. Scoble said that she had notified R. Varkevisser of his temporary appointment. Mr. Varkevisser was present at the meeting, said that he had experience with finance matters, and that he was happy to serve on this committee. P. Keathley also has experience and volunteered to be on the Committee. M. Scoble reported that the Finance Committee had met once and wished to recommend to the Board that there be personal phone contact with those landowners who were greatly in arrears with paying their assessments. She said that D. Holms' assistant had called a few landowners with very dated accounts, but that she did not feel they wished to do this on a routine basis.

1-5-98

R. Varkevisser volunteered to make some of these calls. P. Wolberd read the letter he would send to H. Krammer thanking her for her services.
Action: M. Scoble moved, A. Field seconded that P. Keathley be temporarily approved as a member of the Finance Committee until guidelines have been created for permanent approval procedures. The motion passed unanimously.
Action: There was consensus that after a reasonable period after receipt of the Assessment Notices by the landowners, R. Varkevisser be allowed to make personal calls to landowners far behind in their assessments, in order to determine possible payment schedules.

4.3 Nominating Committee Report. None.

4.4 Road Committee Report. (See Item 3.1)

4.5 Architectural Subcommittee Report.
Discussion: P. Hoag distributed two draft Glastonbury "Land Association Building Project Review Forms" (see attached). He requested that Board members read them over and give their input at the next meeting. He said there were three new subdivisions before the committee. P. Hoag said his committee recommended the following: (1) that major issues such as subdivisions be worked out in committee and then brought with recommendations to the Board for a vote; and (2) in order to expedite building the committee be allowed to approve more mundane development projects such as mudrooms, without approval of the entire Board. It was felt that if the second suggestion to be considered, the committee would need to publicize in advance their meeting times and locations, keep good minutes of all meetings, and give any landowner the opportunity to attend the committee meetings.
⇨ P. Hoag read a letter from Van Hulzen and the owners of Parcel 35 South regarding a proposal to take action on removal of their reservoir within one year (see attached).
⇨ Someone mentioned that E. Francis had suggested that it would be helpful if the GLA determine all outstanding situations that had involved the former Glastonbury Project Review Committee, in order to develop historical continuity in dealing with the landowners on these matters.

Follow-up: All Board members - read both "Land Association Building Project Review Forms" and bring any comments to the 1-19-98 meeting.
Follow-up: P. Hoag - Meet with the committee and prepare a list of suggested protocol guidelines for Board review concerning mundane development projects that might be reviewed and approved solely by the Architectural Subcommittee.
Follow-up: P. Hoag - review the "Community of Glastonbury Policies & Standards for Subdivisions," including Section 4.4 on Installation of Utilities for possible revision.
Follow-up: P. Hoag - Review and complete Kremer subdivision check list by 1-19-98.
Follow-up: Review reservoir situation and bring a recommendation to the Board regarding a response to Van Hulzen request by 1-19-98.

4 of 7

1-5-98

4.6 Complaint Committee.

Discussion: The finished complaint protocol was distributed to each member (see attached). J. Murphy reported that H. Brailsford had agreed to serve on the committee. She also said she had written the response letter to C. Alfaro, but that W. Pitt had not yet been contacted.

⇨ L. Matthews presented for the ombudsman a written definition of "ombudsman" and the work they propose to do for the Glastonbury residents (see attached). She raised the question regarding how a renter would voice a complaint, since the complaint form specified landowners and since renters have no standing with a Landowner's Association. There was discussion and consensus that in the case of a renter or a GAV member, the complainant should complete a complaint form and then try to find a landowner to submit it on their behalf. It was suggested that an Ombudsman, being a landowner, might wish to do this for the renter.

Follow-up: All members of the Board - review complaint protocol sheet and bring any comments to the 1-19-98 meeting.

Follow-up: All members of the Board - review ombudsman sheet and bring any comments to the 1-19-98 meeting.

Follow-up: J. Murphy - contact W. Pitt regarding Alfaro complaint by 1-19-98.

4.7 Land Use Master Plan Advisory Committee.

Discussion: D. Kehoe, Jr. distributed a sheet of a tentative schedule and recommended members for the committee (see attached). The Board decided target dates should be added, with a beginning date of January 15 and an ending date of June 15, 1998. One member recommended a Telephone Tree to let landowners know that anyone interested could apply for approval to be the committee, since it would be beneficial to have people with a wide variety of views. There was discussion that there needed to be some limitation on the size of the committee in order for it to be effective. There was consensus that the optimal number to serve on the committee should first be identified by the committee. Once this number was set, if the number of people who applied were greater than the maximum number to be on the committee, the names of all nominees would be brought to the Board for voting.

Follow-up: D. Kehoe, Jr. - prepare a telephone tree regarding the search for applicants for committee members, and provide it to M. Goulart for distribution before the 1-19-98 meeting.

4.8 High South Fire Water Reservoir Advisory Committee.

Follow-up: W. Wunsch - develop a proposal of alternatives for the Board to consider, including cost projections and time frame, by 2-2-98.

5. Ombudsmen Reports -- None.

6. **Unfinished Business --**

6.1 Kremer Resignation. It was reported that Linda Kremer is still reconsidering her resignation.
Follow-up: J. Murphy - Hold letter of resignation acknowledgment until 1-19-98.

6.2 Bylaws/Covenants Voting Discrepancies. L. Hodges and J. Murphy presented a memo to the Board which clarified the problem, and raised relevant questions which they suggested be brought to an attorney for resolution (see attached).
Follow-up: All Board members - review memo and bring any comments to the 1-19-98 meeting.

6.3 Protocol for Committee Membership Approval.
Discussion: D. Kehoe, Jr. presented a draft "Committee Operational Procedures" (see attached).
Follow-up: All Board members - review draft protocol and bring any comments to the 1-19-98 meeting.

6.4 Association Letterhead.
Discussion: J. Murphy presented some research she had done regarding developing customized logos, letterhead and envelopes. There was consensus that the GLA should spend the funds to acquire personalized business letterhead, in order to present the association in a more professional manner. It was felt that there was probably a volunteer in the community that would be able to create an acceptable logo, such as one of Emigrant Peak.
Follow-up: J. Murphy - call for one or two other printing estimates so that a cost comparison can be done. Call C. Healy and ask the developer if the Community of Glastonbury logo is available for use.

6.5 Possibility of School Charging Rent for Meetings.
Discussion: P. Wolberd reported that M. Lombard said she would propose to the school board at their Jan. 13 meeting that the GLA be allowed to meet rent-free for their monthly meetings. She had specified, however, that any desire to use the facilities for workshops or other special meetings would require a rental fee.
Follow-up: P. Wolberd - obtain information of board response by 1-19-98 meeting.

7. **Tabled Business --**
7.1 Court Ordered Community Service. (N. Issa)
7.2 Community Assessment Fund Reimbursement from Community Planning Fund.
Follow-up: C. Healy - response to Kehoe draft reimbursement request memo.
7.3 Public Access on Roads. (P. Hoag)
7.4 Noxious Weed Committee Formation.
7.5 Recommendation for hiring Project Reviewer and cost. (P. Hoag).

1-5-98

8. **New Business --**

8.1 Guidelines for Private Land Sales Coordination with the GLA. *(J. Murphy)* Discussion: There was consensus that although such a list might be helpful to those looking for land in Glastonbury, it was more properly under the purview of local area realtors and not something for which the GLA wished to be responsible.

9. **Open Floor Comments** -- None.

10. **Next Meeting --** The next meeting will be at 7:00 p.m. on 1-19-98 at the Thomas More School.

11. **Adjournment --** The meeting was adjourned at 10:25 pm.

Lucia Hodges

Submitted by Lucia Hodges
Assistant Secretary

7 of 7

1-5-98

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 5, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

Follow-up: M. Scoble - Draft landowner letter explaining new assessment and bookkeeping system to accompany next assessment notice

Follow-up: M. Scoble - Write petty cash procedures by 1-5-98

Follow-up: M. Scoble - Call Doug Holme to determine what procedures need to be implemented in order for him to do annual review of books by 1-5-98

Follow-up: P. Keathley - Assist M. Scoble with documentation protocol

Follow-up: M. Scoble - Pay R. Johnson fencing invoice by 1-5-98

4.2 Finance Committee Report - Maria Scoble, Chair

Follow-up: M. Scoble - Notify Rueloff Varkevisser of temporary appointment to committee & continue to fill committee

4.3 Nominating Committee Report

4.4 Road Committee Report - David Newhouse, Chair

Follow-up: W. Wunsch - Capricorn Drive letter to County by 1-5-98

Follow-up: W. Wunsch - Prepare Bodoh, et al letter by 1-5-98

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations

Follow-up: W. Wunsch - Report back on Chevy snowplow negotiations

Follow-up: D. Newhouse - Obtain a bid for low cost snow plowing from Michael Dirkers with liability insurance by 1-5-98

Follow-up: D. Newhouse - Obtain copy of Mann liability ins. by 1-5-98

1 of 4

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 5, 1998

Follow-up: D. Newhouse - Contact J. Alexander re NO NATIONAL FOREST ACCESS & DEAD END signs

Follow-up: D. Newhouse - Contract with R. Johnson to install road markers on Sirius between Aries and GAV by 1-5-98

Follow-up: D. Newhouse - Recommend hot water ditch action by Virgo upon completion of negotiations

Follow-up: D. Newhouse - Develop proposal for next level of road maintenance by 1-5-98

4.5 Architecture Subcommittee - Philip Hoag, Chair

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision

Follow-up: P. Hoag - Recommendation for hiring Project Reviewer & cost

Follow-up: P. Hoag - Review and complete Kremer subdivision check list

Follow-up: P. Hoag - Prepare draft response to L. Van Hulzen' reservoir request by 1-5-98

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: J. Murphy - Present finished protocol for approval by 1-5-98

Follow-up: J. Murphy - Fill committee (H. Brailsford suggested)

Follow-up: J. Murphy - Process Alfaro/Pitt complaint

Follow-up: L. Mathews/M. Roach - Draft a working definition of Ombudsman and functions by 1-5-98

4.7 Land Use Master Plan Advisory Committee - D. Kehoe, Jr., Chair

Follow-up: D. Kehoe - Staff committee

Follow-up: D. Kehoe - Develop committee protocol by 1-5-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 5, 1998

Follow-up: P. Hoag - Study guidelines for Tree removal

4.8 High South Fire Water Reservoir Advisory Committee - W. Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame

5. Ombudsman Report

6. Unfinished Business

6.1 Kremer Resignation Letter of Acknowledgment

Follow-up: J. Murphy - Hold letter of acknowledgment til 1-19-98

6.2 By-Laws/Covenants voting discrepancies

Follow-up: J. Murphy & L. Hodges - Draft guidelines on how we addressed this problem in the recent elections for Board approval by 1-5-98

6.3 Establish a protocol for committee membership approval

Follow-up: D. Kehoe - Draft protocol by 1-5-98

6.4 Obtaining Association Letter Head

Follow-up: J. Murphy - Obtain sample and price by 1-5-98

6.5 Possibility of School charging rent for GLA use of classroom

Follow-up: J. Murphy - Check it out and options by 1-5-98

6.6 Response to County Master Plan

Follow-up: P. Wolberd - Send letter

6.7 Ulrich Letter Response

Follow-up: P. Wolberd - Send letter

7. Tabled Business

7.1 Court Ordered Community Service - Nadim Issa

7.2 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: C. Healy - response to Kehoe draft reimbursement request memo

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 5, 1998

7.3 Public access on roads - P. Hoag

7.4 Noxious Weed Committee Formation

8. New Business

8.1 Guidelines for private land sales coordination with the GLA - J. Murphy

8.2

8.3

8.4

8.5

8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., January 19, 1998, North Glastonbury

11. Adjournment

Glastonbury Landowner's Association, Inc.
P.O. Box 312, Emigrant, MT 59027

January 12, 1998

Dear Friends and Neighbors, Glastonbury Landowners,

As the New Year unfolds its wings to embrace us in its welcome, the Glastonbury Landowners Association greets you with best wishes for a prosperous and abundant 1998!

By now you have received our Restated Declaration of Covenants. Briefly, let us review Paragraph 11.03 of Section 11 – Community Assessment, which states, in part:

"Each Landowner shall pay an annual community assessment to the Association for the uses and purposes described above. The annual assessment covers the period from January 1 to December 31 of each year. Assessment shall be made by written notice to each Landowner of the property interest being assessed. The amount of the annual assessment may be increased or decreased from year to year, at the option of the Association, based upon the amount of work to be done and the estimated or anticipated cost of labor, equipment and materials involved. The initial amount of the annual assessment for the 1997 calendar year is $240 per parcel. The amount of the annual assessment beginning January 1, 1998 shall be as follows:

a. $120 land assessment for each parcel, plus an additional $120 for each undivided tenancy-in-common interest in excess of one per parcel; plus

b. $120 dwelling assessment for each dwelling unit located on each parcel or owned in association with each undivided tenancy-in-common interest in a parcel; or

c. $240 land and dwelling combined for each condominium unit; or

d. $120 land and dwelling combined assessment for each Golden Age Village lot (whether or not each lot has a dwelling unit located on it)."

Hence, please find attached a Notice of Assessment prepared for your specific land and, if applicable, dwelling(s). You may choose to pay the yearly assessment in one payment or in four quarterly payments. We will bill you accordingly.

Each statement will also reflect whether or not you are in arrears with past assessments. Don't hesitate to write or call me if you think your balance is incorrect or if you are not able to pay the entire outstanding balance at once. We will gladly assist you to work out a satisfactory payment plan. However, regardless of your current balance, it is important that you start paying the 1998 assessments now as outlined above. Payment is due 30 days from receipt of Notice of Assessment.

Please make checks payable to the Glastonbury Landowners Association, noting what the payment applies to, and mail to Post Office Box 312, Emigrant, Montana 59027.

Also, please let us know of any change of address, phone number, etc. so that we can stay in communication with you. Moreover, we very much appreciate to learn of your thoughts and ideas and welcome your comments and recommendations.

Thank you for giving me the opportunity to joyfully serve our community in this capacity. May the Spirit of Christ ennoble us as we rally in the building of the "Gateway to the Golden Age."

Always Victory!

Maria Scoble
Treasurer

Working Definition of Ombudsman and Functions

As Applied To The Glastonbury Landowners Association

The Ombudsman (2) are elected by the members of the Landowners Association to serve Glastonbury North and South.

Definition: The Ombudsman receives and investigates questions, concerns and complaints of residents of Glastonbury who chose to express these to the individual who holds the position of ombudsman in their specified location.

All members are free at all times to contact any member of the Board of Directors or the entire Board for the above purpose. However, should an individual so chose, he/she may contact the ombudsman who serves as an intermediary and who provides an option in addressing the needs of the residents as they relate to the Landowners Association.

The ombudsman (North and South) report to the Board of Directors.

Functions

1. To serve as the representative of the residents and landowners in Glastonbury to the Board of Directors of the GLA..

2. To receive and investigate questions, concerns and complaints of residents.

3. If a resident wishes to express a complaint, he/she is asked to fill out a complaint form describing the situation to be addressed. Questions and concerns are also put in writing for purposes of clarity in addressing them.

4. Dialogues with the person(s) involved thus obtaining necessary details and clarifications.

5. The ombudsman has a "compassionate ear". He/she may make comments and give advice if appropriate and provide answers to questions. He/she will assist in the resolution of the concern or complaint if possible.

6. If a resolution is not forthcoming or is not possible with the assistance of the ombudsman, then at the request of the resident(s) for the ombudsman to act as an intermediary with the Board, he/she will present the question, concern or complaint to the Board of Directors for further investigation, deliberation and resolution.

January 5, 1998

Community of Glastonbury Landowners Association
Building Project Review Form

Names of Landowner Applicants:_____
Parcel #(s) effected by change_____ Date_____

Indicate Type of Building Project

☐ New Home ☐ Garage ☐ Storage Shed ☐ Agricultural Building

☐ Other:_____

Required Additional Documents for Review

☐ Plat map showing location of proposed building project

☐ Floor plan and architectural drawings of proposed building project

☐ General time-line for implementation of project

☐ Description of exterior siding and roof covering _____

_____

_____

Review Committee Comments:

_____

_____

_____

_____

_____

_____

_____

_____

_____

☐ Approved ☐ Disapproved ☐ Approved contingent to the following conditions:_____

_____

_____

_____

Signed:_____ G.L.A. B.O.D. Date_____
Applicants mailing address:_____
Applicants phone number:_____

Community of Glastonbury Landowners Association
Subdivision – Boundary Change Review Form

Names of Landowner Applicants:_____
Parcel #(s) effected by change_____ Date_____

Indicate Type of Boundary Change

☐ Boundary change with adjacent landowner

☐ Minor Subdivision

☐ Major Subdivision

Required Additional Documents for Review

☐ Plat map of proposed changes (including, easements, roads, septic systems, drainage, existing structures & proposed new building sites)

☐ Copies of all County applications

☐ Copies of all State applications

☐ General time-line for implementation of project

Review Committee Comments:

_____
_____
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_____
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_____
_____
_____
_____

☐ Approved ☐ Disapproved ☐ Approved contingent to the following conditions:_____
_____
_____
_____

Signed:_____ G.L.A. B.O.D. Date_____
Applicants mailing address:_____
Applicants phone number:_____

L. U. M. P. Committee

Tentative Membership

North Glastonbury	South Glastonbury
Carla Healy	Daniel Kehoe, Jr Chairman
James Healy	Dan Kehoe
Joan Murphy	Regina Wunsch
David Newhouse	Horus Braisford

Tentative Schedule 1-15 — 6-15

1. Incorporate changes to Van Hausen document per community meetings

2. Meeting to review progress to date and remaining work to be done.

3. Hire professional planner/architect

4. Work up detailed proposal

5. A) Meet to present proposal and take input in South Glastonbury
   B) Meet to present proposal and take input in North Glastonbury

6. A) Review rough draft of proposal w GLA Board
   B) Review rough draft of proposal with CUT Executive Board
   C) Review rough draft of proposal with County Planner

7. Mail draft of proposal to Landowners

8. Present proposal at community meeting

9. Refine draft and present to North Glastonbury, South Glastonbury, and CUT Executive Board

10. Mail final draft out to Landowners.

11. (Community meeting and) vote.

interoffice
MEMORANDUM

to: GLA Board of Directors
from: Lucia Hodges and Joan Murphy
subject: Voting Discrepancies between the Glastonbury Covenants and Bylaws
date: January 4, 1998

After the first election of the GLA Board of Directors, a discrepancy between the GLA Covenants and the GLA Bylaws was noticed regarding the method of allocating votes of Glastonbury landowners. The following quotes from each document in juxtaposition help to reveal the problem. We have also listed some related questions that occurred to us. Since the issues involves corporate legalities, we would suggest consulting an attorney regarding them.

RESTATED DECLARATION OF COVENANTS

3.20 Membership Interest. A Membership Interest consists of the rights, privileges, duties and responsibilities of membership in the Association and runs with title to the property in the Community owned by every Landowner. Each of the following separated units of property, whether held by one or more than one Landowner, shall constitute a separate and distinct Membership Interest that is entitled to *one (1) vote* and with such voting and other rights and privileges and with such duties and responsibilities as are set forth herein and in the bylaws and rules of the Association:

a. A parcel;
b. An undivided *tenancy-in-common interest* in a parcel existing as of the effective date hereof, whether owned individually or in joint tenancy; and
c. A condominium unit. *(emphasis supplied)*

So if, for example, there are 4 individuals owning a parcel as tenants-in-common or as joint tenants, each individual having an interest would get 1 full vote.

BYLAWS

The Bylaws define a Membership Interest as follows:

ARTICLE IV. B. Each Membership Interest shall be as defined herein and in the Covenants...Each Membership Interest shall be entitled to one (1) vote as defined in the Covenants...An owner of an undivided interest not qualifying as a unit of property constituting a separate and distinct Membership Interest (i.e., a joint tenancy interest, or a

tenancy-in-common interest created after May 1, 1997) shall hold and exercise the entitlements of a *single Membership Interest jointly* with the other owners of the undivided interest, or individually on a *fractional basis* in proportion to his or her ownership interest." *(emphasis supplied)*

Thus, the Bylaws seem to take the position that if there were 4 members owning a parcel as tenants-in-common or as joint tenants, they would each get only a fractional vote of 25%.

The By-laws go on to explain the voting process:

> **ARTICLE V. F. Voting.** ... For purposes of tabulating the written vote and consent of the Members of the Association, it is hereby provided that:
>
> 1. Each Membership Interest is entitled to one vote;
> 2. A Member may hold more than one Membership Interest and shall have a separate vote for each such interest;
> 3. A member holding an undivided interest not qualifying as a unit of property constituting a separate and distinct Membership Interest (i.e. a joint-tenancy interest, a tenancy-in-common interest created after May 1, 1997) shall have a *fractional vote in proportion to his or her ownership interest* or interest to have one vote collectively; and
> 4. If the total number of qualifying votes equals or exceeds 51% of the total Membership Interests of the Members in good standing who cast votes at the meeting, the vote shall be effective and shall have passed.

It is clear from Article XII. D. of the Bylaws that "in the case of any conflict between the Covenants and these Bylaws, **the Covenants shall control**." Fortunately, the first annual election of the GLA Board of Directors followed the Covenants in this matter. However, the discrepancy between the Covenants and the Bylaws do raise the following questions.

QUESTIONS THAT ARISE:

1. *Since the Covenants take precedence, how important is it to amend the Bylaws in a timely manner?*

We noticed that Section 2.04 of the Covenants deals with voting methods to change the Covenants. It states "Any such vote shall be conducted in accordance with the bylaws and rules of the Association." *Does this make changing the Bylaws in a timely manner more important?*

2. *Can we wait to amend the Bylaws until the next vote of the general membership in the spring, when we will be mailing ballots for a vote on the Land Use Master Plan? If so, should there be two separate ballots in the mailing - one for the Master Plan and one for the Bylaws amendment?*

ARTICLE XII, A, "Interpretation and Amendments" refers to the manner in which the Bylaws must be amended:

> "The Board shall have the power to interpret all the provisions of these Bylaws and such interpretation shall be binding on all persons. These Bylaws and the Articles of Incorporation may be amended, repealed or altered, in whole or in part, from time to time whenever at least 51% of the Membership Interests of the Association in good standing at the time attending any Annual or Special Meeting, where such proposed action has been set forth in the call and notice of such meeting, shall have voted in favor of such amendment. Any such amendment may be proposed by the Board of Directors or by a petition signed by at least 20% of the Members."

3. No mention is made of **subdivided tracts.** *In 3.20 of the Covenants, would it be recommended to add the following subsection?*

   "d. A subdivided tract."

4. The question of how votes should be allocated to **joint tenants** is not clear in Section 3.20 of the Covenants. *Would you recommend adding a subsection (e?) regarding joint tenants to this Section? Or is it clearly implied that in the case of joint tenants, husbands and wives or any other combination of joint tenants (such as a mother and son, or a brother and sister) would each own a fractional 50% of the vote?*

5. We have some parcels where a husband and wife have owned a parcel or interest in a parcel as joint tenants, but then got divorced. *What happens to the vote allocation in such an event? Would a reasonable solution be to have separate ballots, and to tally them as fractional votes?*

6. *Would you also address the matter of* ***right of survivorship*** *in relation to joint tenancy and the vote allocation issue?*

Glastonbury Landowners Association
P. O. BOX 312
EMIGRANT, MT 59027

November 5, 1997

FACSIMILE TRANSMISSION

Edward Francis
Royal Teton Ranch
P. O. Box 5000
Corwin Springs, MT 59030

RE: Request for Old Glastonbury Snowplow

Dear Edward:

This is a formal follow-up on our request to your office to acquire the old Chevy snowplow used by the Glastonbury office to service our community for light, routine snowfalls. In reference to our conversation during the December, 1996 meeting, we request that you transfer the truck and plow attachment to the Association without charge.

The truck is in need of substantial repairs, requiring a new engine and a general maintenance review together with welding repairs on the plow, which the Association would have to bear. However, we feel it is a worthwhile investment to have this piece of equipment, which can help us keep our overall snowplowing expenses to a minimum during this first critical season on our own.

Sincerely,

Walter G. Wunsch, Ad Hoc Road Committee Chairman
for Patrick Wolberd, President of the Board

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Committee Operational Procedures
Rough Draft 1-5-98

1. Committee Formation. Upon authorization of the Glastonbury Landowner's Association (GLA) Board to form a committee, the committee chairman or co-chairmen shall form their committee through invitation or a request for volunteers as is deemed appropriate for that specific committee. The number of committee members is left to the discretion of the committee chairman and the chairman's ability to find staffing. The Board may augment the staffing if it finds that the committee is not performing its duty due to understaffing.
The elements that a chairman would be expected to look for in committee members would be, but not limited to:
- area of personal expertise;
- ability to devote time and energy to the committee and project at hand;
- ability to work in harmony with other committee members and respect their time, views, and work; and
- Glastonbury area representation.

2. Purpose Defined. The initial meeting of the committee, if the nature of the committee is to handle a single task, shall be to set a timetable and manner for completing the assigned task. If the nature of the committee is to perform an ongoing duty authorized by the GLA Board, the first meeting shall be to establish the procedure for carrying out the responsibility assigned to it, unless that has been previously been done in a GLA Board meeting.

3. Reporting. As is deemed necessary, due to the nature of the committee, the committee shall report to the GLA Board at its regular meetings to report findings, recommend actions or update the Board on recent activities.

The committee shall present to the GLA Board the tentative timetable and manner for completing the task for Board approval and authorization on tasks that :

A.) will have a large effect on the operation of the GLA or Glastonbury; or
B.) will have a large effect on the GLA's public image or interaction with the county, state or federal government; or
C.) by the nature of the task are required by the GLA Board.

4. Meetings. The committee shall meet as often as is necessary to complete its task within the timetable established or to effectively perform the service authorized by the Board.

5. Dissolution. The Committee may be dissolved upon discharging its task and final report to the Board or upon action of the GLA Board.

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Draft Corrections on pg 4 need to be made

Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

January 19, 1998

1. **Call to Order, Prayer** -- Patrick Wolberd opened the meeting at 7:15 p.m. Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Philip Covington, Andrew Field, Philip Hoag, Linda Kremer, David Newhouse, Walter Wunsch. Also present was Laurel Matthews, Ombudsman. Absent: Peggy Keathley,

2. **Reading and Disposition of Minutes** -- The minutes of January 5, 1998 were approved as corrected. The December 1, 1997 minutes will be reviewed and commented upon at the next meeting.

3. **Order of Business** -- The following items were discussed out of order:

3.1 (Agenda Item 6.1) Kremer Resignation/Reinstatement.
Discussion: L. Kremer said she had reconsidered her resignation, and would like to ask the Board's approval for reinstatement as a South Glastonbury Board member.
Action: A. Field moved, D. Kehoe, Jr. seconded that L. Kremer be approved to fill the vacancy that had been created by her earlier resignation. The motion passed unanimously.

3.2 (Agenda Item 4.5) Architectural Subcommittee Report. P. Hoag, Chair.
Discussion: ⇨ P. Hoag distributed minutes of the first meeting of this subcommittee (see attached). He said the subcommittee recommended approval of all three subdivisions that had been pending (18 South, 33 South, and 34 South), and that all papers were in order. He also distributed a protocol sheet for the subcommittee, and an information sheet on subdivisions for landowners to use. Subdivision nomenclature was clarified for the Board -- parcels are subdivided into tracts; if tracts are subdivided, they are termed lots.
⇨ There was discussion about notifying landowners of the meetings of the subcommittee. There was consensus that each upcoming meeting of an approved committee or subcommittee should be printed in advance in the GLA Board Minutes. *(Guideline)*

⇨ There was consensus that any landowner with a subdivision proposal first submit the paperwork to the GLA Secretary, so that a record of the proposal can be made in the minutes. The Secretary should then pass on the proposal to the Chair of the Architectural Subcommittee. *(Guideline)*

⇨ There was consensus once the Board has approved of a subdivision, the paperwork be passed from the Chair of the Architectural Subcommittee to the Treasurer. Once she has calculated the new assessment fees owing, the Treasurer is to pass the paperwork on to the Secretary for record storage. She is also to relay the information to the Accountant so that the new community assessments can be charged. *(Guideline)* It was agreed that someone would need to develop a proration formula for assessment fees in newly created subdivisions.

⇨ William Smith was present in the room. He said that he had worked on the Glastonbury Project Review Committee from its inception, and that this committee had found a preliminary approval for subdivisions, in tandem with the city's preliminary approval, to be helpful when presented to the entire governing body. He said a preliminary approval by the GLA Board would be especially useful during the LUMP discussions, since there would be no county comment on such matters.

⇨ The committee was asked if they planned to physically visit any sites under consideration. The answer was "yes, if necessary." William Smith suggested that they also work in close communication with members of the Road Committee when considering development projects.

⇨ There was discussion of how new landowners would get basic information, such as the Covenants. There was consensus that although it is the responsibility of the developer of a subdivision to see that any of his purchasers receives the correct Glastonbury paperwork, the Treasurer of the GLA as a courtesy will send a copy of the Covenants and Bylaws to each new landowner at the same time the first notice of assessments is sent to that landowner. *(Guideline)*

⇨ There was discussion about new purchasers of subdivided units of land, possible controversy over back assessment fees, and how placing liens might help remedy this matter.

Action: A. Field moved, D. Kehoe, Jr. seconded that the Parcel 18 South subdivision (section 3A of the Architectural Subcommittee's 1-19-98 minutes) be approved. Ten members approved, L. Kremer abstained. The motion passed.

Action: A. Field moved, D. P. Hoag seconded that the Parcel 34 South subdivision (section 3B of the Architectural Subcommittee's 1-19-98 minutes) be approved. Ten members approved, P. Covington abstained. The motion passed.

Action: A. Field moved, P. Hoag seconded that the Parcel 33 South subdivision (section 3C of the Architectural Subcommittee's 1-19-98 minutes) be approved. The motion passed unanimously.

Action: A. Field moved, L. Kremer seconded that the name of the Parcel 44 North subdivision road, North Star Drive, be approved (section 3D of the Architectural Subcommittee's 1-19-98 minutes). The motion passed unanimously.

Action: D. Kehoe, Jr. moved, A. Field seconded that if the changes made by the subcommittee of the proposed GLA Subdivision Review Information Sheet are in the spirit and intent of the Board's discussion, the form be used prior to the next meeting in the four pending subdivision matters. The motion passed unanimously.

Action: A. Field moved, W. Wunsch seconded that the Board approve P. Hoag to notify L. Van Hulzen that no response will be given to his letter until the Subcommittee has seen the state and county documentation on the matter. The motion passed unanimously.

Follow-up: P. Hoag - revise protocol for processing subcommittee reviews by 2-2-98.

Follow-up: P. Hoag and A. Field - determine a fixed time and place for the meetings of the subcommittee, then inform the Board of the time and place of each meeting, to include details of upcoming meetings in the GLA Agenda.

Follow-up: Board - review resubmitted GLA Building Project Review Forms, protocol sheet and subdivision info sheet for comment by 2-2-98.

Follow-up: P. Hoag - review the "Community of Glastonbury Policies & Standards for Subdivisions," including Section 4.4 on Installation of Utilities for possible revision, by 2-2-98.

Follow-up: P. Wolberd - add to Agenda of next meeting P. Hoag matter re: filing liens on a parcel if community assessments are owing over an amount to be specified.

4. Reports of Officers and Committees --

4.1 Treasurer's Report. M. Scoble, Chair.

Discussion: M. Scoble reported that $5,776.85 had been received as income since the last meeting, bringing the total in the GLA account to $17,580. She said the GLA had also received $4,934.85 from the Church as the GLA's portion of fee simple upgrades. She reported that there was $128 in the Petty Cash Fund.

⇨ She presented some office bills bills to P. Wolberd for reimbursement. She also requested funds for a file cabinet. P. Wolberd suggested a source for used furniture for the cabinet.

⇨ She reported that the assessment notices had been prepared by D. Holm's office and that these along with the landowner letters were being mailed out.

⇨ M. Scoble noted that there had been a problem in determining where to mail the notice to John Hazen. Someone commented that it might be best to call Denise Hazen for the proper address, and also to send a copy of the notice to the developer.

⇨ M. Scoble said that J. Dirkers had requested a full report of the 1997 transactions on his parcel. She read a letter she had drafted to Mr. Dirkers in response; there was consensus by the Board to send the letter. + offic supplies

Action: M. Scoble moved, J. Murphy seconded that the GLA approve the purchase of a file cabinet for records. The motion passed unanimously.

Follow-up: M. Scoble - prepare a proposal for the disbursement of funds.

Follow-up: M. Scoble and J. Murphy - draft a proposal for Board approval for supplies.

Follow-up: M. Scoble - send copy of Hazen assessment notice to E. Francis.

Follow-up: M. Scoble - write procedures for petty cash by 2-2-98.

Follow-up: M. Scoble - write accounting procedures as per D. Holms by 2-16-98.

4.2 Finance Committee Report. No report.

4.3 Nominating Committee Report. No report.

4.4 Road Committee Report. D. Newhouse, Chair.

Discussion: ⇨ A. Field commented that M. Dirkers' liability insurance policy did not look commercial, and said he wondered if the coverage was adequate for snowplowing.

⇨ W. Wunsch presented a report that was done by Scott Smith of Allied Engineering in Bozeman. D. Newhouse said that had just received it that day, and no invoice had yet been received. He noted that he, W. Wunch and H. Brailsford would present the report to the developer at their 1-20-98 negotiation meeting. A. Field suggested faxing the report to the developer the next morning, in order to give it the opportunity to review it prior to the meeting.

⇨ D. Newhouse said he had approved the most recent road grading bills, and passed them on to the Treasurer.

⇨ D. Newhouse recommended that the GLA look into purchasing a sander for the roads when they are icy, since he could not locate anyone for hire with a sander. He said there were two main types, and that the price range would probably be between $2,400 and $3,400. There was discussion about the type of sanding material, how much it cost, where to stockpile it, and how to load it onto a sander.

⇨ D. Newhouse said he had referred J. Alexander to the Architectural Subcommittee for sign approval.

Action: W. Wunsch moved, M. Scoble seconded that the GLA pay for snowplowing the parking lot and driveway for the South Glastonbury Teaching Center. The motion passed unanimously.

Follow-up: D. Newhouse - fax the report by the Bozeman engineer to the developer the morning of 1-20-98. Provide invoice for the report at the 2-2-98 meeting.

Follow-up: D. Newhouse - draft a proposal by 2-2-98 regarding the cost and description of a sander, the type of material to use and its cost, where to store and load it, and who could do the work.

Follow-up: D. Newhouse - determine which county official should receive the Capricorn Drive letter, and send by 2-2-98.

Follow-up: D. Newhouse - prepare road maintenance schedule for G. North and G. South following Joint Committee negotiations with the developer.

Follow-up: W. Wunsch - report on Joint Committee negotiations regarding the Chevy truck/plow following Joint Committee negotiations with the developer.

Follow-up: D. Newhouse - call M. Dirkers' to confirm that the liability insurance policy he submitted is for commercial purposes, and ask him if he will approve the GLA to call his insurance agent to see if the coverage is adequate for snowplowing. Then provide the written contract to J. Murphy.

Follow-up: D. Newhouse - re-write Dirkers' plowing contract by 2-2-98 establishing the plowing priority of roads, then convey them to P. Wolberd for final approval before asking Dirkers to sign.

Follow-up: D. Newhouse - develop the next level of road maintenance work and cost estimate by 2-2-98.

Follow-up: D. Newhouse - report on hot water ditch action on Virgo Way following Joint Committee negotiations with the developer.

4.6 Complaint Committee. J. Murphy, Chair.

Report carried over to next meeting.

Follow-up: Board - review complaint protocol sheet by 2-2-98.
Follow-up: J. Murphy - contact W. Pitt regarding Alfaro complaint by 2-2-98.

4.7 Land Use Master Plan Advisory Committee. D. Kehoe, Jr., Chair.
Report carried over to next meeting.
Follow-up: D. Kehoe, Jr. - prepare phone tree re: search for applicants for committee members, and provide it to M. Goulart for distribution before the 2-2-98 meeting.
Follow-up: Board - review committee protocol by 2-2-98.
Follow-up: P. Hoag - study guidelines for tree removal.

4.8 High South Fire Water Reservoir Advisory Committee.
Report carried over to next meeting.
Follow-up: W. Wunsch - develop a proposal of alternatives for the Board to consider, including cost projections and time frame, by 2-2-98.

5. Ombudsmen Reports -- None.
Follow-up: Board - review ombudsman sheet by 2-2-98.

6. Unfinished Business --

6.1 Kremer Resignation. (See 3.1 above).

6.2 Bylaws/Covenants Voting Discrepancies. Carried over to next meeting.
Follow-up: Board- review memo for comment on 2-2-98.

6.3 Protocol for Committee Membership Approval. Carried over to next meeting.
Follow-up: Board- review draft protocol for comment on 2-2-98.

6.4 Association Letterhead. Report carried over to next meeting.
Follow-up: J. Murphy - obtain comparative bids and check on Glastonbury logo availability by 2-2-98.

7. Tabled Business --
7.1 Court Ordered Community Service. (N. Issa)
7.2 Community Assessment Fund Reimbursement from Community Planning Fund.

GLA 00253

Follow-up: C. Healy - response to Kehoe draft reimbursement request memo.

7.3 Public Access on Roads. (P. Hoag)

7.4 Noxious Weed Committee Formation.

7.5 Recommendation for hiring Project Reviewer and cost. (P. Hoag).

7.6 Should the GLA Accept Responsibility for Maintenance of Subdivision Roads? (D. Newhouse)

8. New Business --

8.1 P. Wolberd requested moving the Architectural Subcommittee report up to 4.3 on the Agenda and the Nominating Committee report to 4.5. There was consensus to do this.

8.2 Kenley Press Release.

Discussion: Concern was expressed about the Kenley press release. It was felt that most Glastonbury landowners share a much more positive view than that which had been presented in the recent *Livingston Enterprise* article. There was consensus that as elected officials, the GLA Board was a proper vehicle for informing the press of the prevailing positive view of Glastonbury.

Action: A. Field moved, P. Hoag seconded that the GLA issue a press release to the *Livingston Enterprise, Bozeman Chronicle* and *Billings Gazette* within the following 24- 36 hours which would emphasize the positive side of the current situation in Glastonbury. The press release would include A. Field, D. Kehoe, Jr. and J. Murphy as contact persons. The motion passed unanimously.

9. Open Floor Comments -- Christopher Kelly and Hertha Lund provided a few comments about negative and positive PR in the media.

10. Next Meeting -- The next meeting will be at 7:00 p.m. on 2-2-98 at the South Glastonbury Teaching Center.

11. Adjournment -- A. Field moved, H. Brailsford seconded, that the meeting be adjourned at 10:30 pm., and that any further matters not dealt with on the agenda be carried over to the next meeting. The motion passed unanimously. The meeting was adjourned at 10:30 pm.

Lucia Hodges

Submitted by Lucia Hodges
Assistant Secretary

1998-01-19_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 19, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report

Follow-up: M. Scoble/J. Murphy - Meet with D. Holm to prepare assessments for mailing by 1-19-98

Follow-up: J. Murphy - Edit asses. letter to include with mailing by 1-19-98

Follow-up: M. Scoble - Write petty cash procedure by 1-19-98

Follow-up: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 2-16-98

4.2 Finance Committee Report

Follow-up: P. Wolberd - Mail H. Krammer letter

Follow-up: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed

4.3 Nominating Committee Report

4.4 Road Committee Report

Follow-up: D. Newhouse - Determine which county official should receive the Capricorn Drive letter and send the letter by 1-19-98

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations

Follow-up: W. Wunsch - Report back on Chevy snowplow negotiations

Follow-up: D. Newhouse - Route Mann and Dirkers liability insurance to J. Murphy by 1-19-98

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 19, 1998

Follow-up: D. Newhouse/J. Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed, and liability insurance from Michael Dirkers by 1-19-98

Follow-up: D. Newhouse - Develop the next level of road maintenance and cost estimate for Board approval by 1-19-98

Follow-up: D. Newhouse - Refer J. Alexander to the Architecture Subcommittee regarding his sign project by 1-19-98

Follow-up: D. Newhouse - Obtain contract with the Bozeman road engineer before the negotiation meeting

Follow-up: D. Newhouse - Report to Board the negotiations outcome regarding the Virgo Way ditch clean up

4.5 Architecture Subcommittee - Philip Hoag, Chair

Follow-up: Board - Review GLA Building Project Review Forms for comment by 1-19-98

Follow-up: P. Hoag - Develop protocol for committee decisions and approval by 1-19-98

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 1-19-98 mtg.

Follow-up: P. Hoag - Complete Kremer subdivision check list by 1-19-98

Follow-up: P. Hoag - Prepare draft response to L. Van Hulzen's reservoir request by 1-19-98

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: Board - Review complaint protocol sheet for comment by 1-19-98

Follow-up: J. Murphy - Contact W. Pitt re: Alfaro complaint by 1-19-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 19, 1998

4.7 Land Use Master Plan Advisory Committee - D. Kehoe, Jr., Chair

Follow-up: D. Kehoe - Prepare a phone tree re: search for committee applicants and implement by 1-19-98

Follow-up: D. Kehoe - Develop committee protocol by 1-19-98

Follow-up: P. Hoag - Study guidelines for Tree removal

4.8 High South Fire Water Reservoir Advisory Committee - W. Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 2-2-98

5. Ombudsman Report

Follow-up: Board - Review ombudsman sheet for comment by 1-19-98

6. Unfinished Business

6.1 Kremer Resignation Letter of Acknowledgment

Follow-up: J. Murphy - Hold letter of acknowledge until 1-19-98

6.2 By-Laws/Covenants voting discrepancies

Follow-up: Board - Review memo for comment on 1-19-98

6.3 Establish a committee membership approval protocol

Follow-up: Board - Review draft protocol for comment on 1-19-98

6.4 Obtaining Association Letter Head

Follow-up: J. Murphy - Obtain comparative bids and check on availability of existing logo by 1-19-98

7. Tabled Business

7.1 Court Ordered Community Service - Nadim Issa

7.2 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: C. Healy - response to Kehoe draft reimbursement request memo

7.3 Public access on roads - P. Hoag

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
January 19, 1998

7.4 Noxious Weed Committee Formation

7.5 Recommendation for hiring Project Reviewer and cost

8. New Business

8.1

8.2

8.3

8.4

8.5

8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., February 2, 1998, South Glastonbury

11. Adjournment

Glastonbury Landowners Association
Subdivision Review Landowner Information Sheet

Original Parcel Number _____

Please provide an information sheet for each new parcel number that is being created (the original parcel # followed by "-A", "-B", etc.), and fill in the requested information.

Also, please include a check for the ~~first year~~ Current's assessment of $120 per parcel if unimproved (no residence), $240 per parcel with a residence, and $120 for a second or additional residence on a single new parcel.

New ~~Parcel~~ Tract #_____

Owner(s) Name(s) _____

Mailing Address _____

_____

Glastonbury Street Address _____

Telephone # Evening: ____-____-_____ Day: ____-____-_____ Fax: ____-____-_____

Parcel has: ___No Buildings ___One Residence ___Two Residences ___Three Residences

___Multiple Dwelling Unit Buildings ___Commercial Building ___Fallout Shelter

___Other (Please Describe)

~~1 year Annual Community~~ Current Assessment Enclosed in the amount of $_____

Other Information you would like to include (local contact person, e-mail address, etc.):

Please return this completed form and payment to the Secretary of the GLA, or to a member of the Architectural Subcommittee.

Date 11/15/1997

Glastonbury Landowners Association
Complaint Form

Name of landowner Complainant(s) COLON E. ALFARO

Name of landowner(s) involved in alleged violation WILLIAM PITT

Specific Section and Title in Covenants relating to alleged violation _____

History of the Problem PLEASE SEE ATTACHMENT

Have you communicated with the other landowner(s) involved in the alleged violation, and tried to resolve the situation amicably? (If not, please do so before submitting this complaint.) (YES) NO
(Circle One)

Date, time and details of your communication for attempted resolution: SEE ATTACHMENT

(Attach separate sheet if more space is needed)

Signature

Parcel No. 100, Glastonbury South

Address 12 SCORPIO WAY / BOX 560 Phone 333-4066

Please mail this completed form to the Glastonbury Landowners Association, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

Date received _____ Date reviewed _____

Recommended Action _____

Disposition _____

Board Member Reviewing Complaint _____
Signature

Attachment to Complaint Form filled on November 15, 1997 by Colon E. Alfaro

1) HISTORY OF THE PROBLEM.

Twice I have been chased and attacked by William Pitt's dog on common use land or property that belongs to The Church. The dog is a big Doberman type. The properties I was on are directly across the street from were Pitt resides. This two incident happened within the last four weeks.

Secondly, William Pitt has decided that there are non-parking zones on Common Use Land or land that belongs to others. For this, arbitrarily, he has placed NO PARKING signs all over the place.

2) DATE, TIME AND DETAILS OF YOUR COMMUNICATION FOR ATTEMPTED RESOLUTION:

Date: November 4 or 5, 1997

Time and place: Mid afternoon at the Post Office.

Details: In a non confrontational manner I introduced myself to Pitt at the Post Office. I explained to him that his dog chased me and that I did not like it. That he could not have a dog run wild like that. That he needed to restrain the dog. After going ballistic on me, Pitt told me that he knew that he dog had chased me and that he was not going to do anything about it. That here in the United States "we do things like this.... and like that....." . I knew then that trying to communicate with him was impossible. Much less , trying to find an amicable resolution to the problem. In the nut shell, he told me to go some place else. That he was not going to restrain the dog for me or anyone else. That if I wanted to go in that area I needed to go to the Forest Service Land. I have been told that he is closing a gate or doing something that denies access to that area. I have not been there since the dog incident so I do not know for certain as to what is going on.

Personally, I am not on a crusade against William Pitt. All I want is to be able to access that area which belongs to everybody without having to worry about being chased or attacked by a dog.

Regards,

Colon E. Alfaro
P.O. Box 560
Emigrant, MT 59027

Telephone Tree

From: Glastonbury Landowners Association Board of Directors
Date: January 20, 1998

In light of increasing news media coverage of the Community of Glastonbury, the GLA today issued a press release highlighting recent positive developments in our community.
Please forward any ideas you have about how to portray our community in a positive light to GLA board members for future use. The press release follows.

Glastonbury Landowners Association, Inc.
Box 312, Emigrant, MT 59027

Contacts: Joan Murphy 333-4792 Daniel Kehoe, Jr. 333-4222
Andrew Field 220-3302, 333-4567

Glastonbury Vote Welcomes New Neighbors

January 20, 1998.

After a year and a half of extensive community involvement, hard work, and planning, the landowners of Glastonbury voted to create a new, open community model.

By an overwhelming vote of 193 to 8, landowners ratified new covenants, welcoming anyone to purchase property in their thriving community.

"It's a great new day, now that we can own our land free and clear," said long time resident Phil Hoag.

"We've made many new friends here in Park County and we're looking forward to joining them as good neighbors. It's the American way," said David Newhouse.

Residents of the 3,000 acre subdivision near Emigrant, founded in 1983 for members of Church Universal & Triumphant, held numerous meetings and workshops, forming committees to craft the covenants and bylaws which formed their new Glastonbury Landowners Association. Residents voted to open up ownership in the community to anyone seeking the rural life of the Paradise Valley. As part of this process, the Church agreed to allow landowners to convert the estate-for-years ownership, similar to a long-term lease, into fee-simple ownership of their property.

The Glastonbury Landowners Association began its work as many Montana neighborhood associations do – providing for the roads to be plowed when the snow falls. "My daughters were disappointed in how well the roads were plowed before 8am," said GLA vice president Daniel Kehoe, Jr. "They saw there was no chance of missing school. It may be a small point, but everyone is working together to make things happen."

# # #

Vol. 86 - No. 67 Livingston, Mont., Friday, January 16, 1998 – Fifty Cents

Enterprise photo by Thomas Lee

ding

es at East Side School. More snow could find its way to Livingston the weekend.

Changes rile Glastonbury homeowners

By HEIDI HAGEMEIER
Enterprise Staff Writer

All is not harmonious in what once was the spiritual, members-only Glastonbury subdivision belonging to Church Universal and Triumphant, according to several residents.

Members of three families said Friday they are preparing to sue the New Age religious group for what they claim amounts to a breach of contract and a violation of faith.

Those families, all of whom have quit the church, want the CUT to reimburse the amount they invested in the land and want to leave the area called the "Community of Glastonbury."

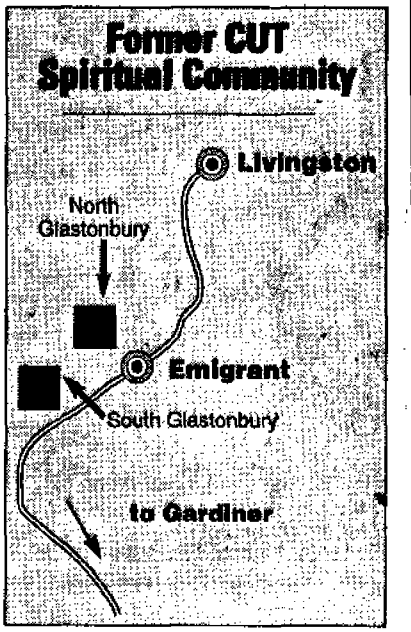
A CUT spokesman responded Friday that their claims are part of a number of church members who are resisting change in the organization.

The families are leaseholders in what were once exclusive subdivisions, North and South Glastonbury. Members could build homes on the property, but the CUT retained ownership of the land. Residents entered long-term leases for the land with the church, some for up to 99 years.

Last March, CUT officials announced they would allow non-church members to buy property outright in the Glastonbury subdivision. In addition, those in long-term leases would be allowed to gain title to the land for an additional fee.

Later in the summer, subdivision leaseholders also voted to revise the Glastonbury covenants to reflect the change.

According to Malkolm Kenley, a long-time CUT member, discontent among some members started when at least 15 people protested the moves in February 1997 under the previous, legally binding covenants. Kenley, who was part of the protest, said this complaint was



Enterprise Graphic By Dan Divens

if they were to exercise their option to gain title to the property and sell.

"I think they got us into this situation, and I think they should keep to their commitment and buy us out," said a member of one family who requested not to be identified.

Ulrich also said she believes intimidation from the CUT hierarchy played a part in the adoption of new covenants for Glastonbury.

Fear of intimidation continues, the family members contend. One woman who asked not to be identified said she fears the CUT leadership might launch "decreeing," or chanting, by the church membership against them for their criticism.

After they raised the issue with church leadership, the three families say the CUT had their properties appraised and arrived at an estimated value for the three properties of $750,000.

Kenley said the families generally found the appraisals to be fair, but that the church leadership stopped negotiating any purchase

vill remain open

laimed the Park Service insufficiently studied the effects of winter uses — especially snowmobiling — on park wildlife.

The groups and others have argued grooming snowmobile trails makes it easier for bison to leave the park in search of forage g winter.

rly 1,100 bison that wandered Montana last winter were shot pped to slaughter because of losis, which can cause miscarriages in cattle and undulant fever in humans.

No bison have been killed this winter.

There isn't evidence that closing a trail at this time would be productive, Finley said.

Bison use of groomed trails should be studied for three years, he said.

Finley said rather than close a segment of trail this winter and in the next two, the park will increase monitoring and research of bison's use of those roads and will determine later whether a closure is

GLA 00264

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Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

February 2, 1998

1. **Call to Order, Prayer** -- Patrick Wolberd opened the meeting at 7:30 p.m. when a quorum was present.

Present: Patrick Wolberd (President), Joan Murphy (Secretary), Peggy Keathley, Horus Brailsford, Philip Hoag, Linda Kremer and Walter Wunsch. Also present were Laurel Matthews and Margaret Roach, Ombudsmen.

Absent: Daniel Kehoe, Jr. (Vice President), Maria Scoble (Treasurer), Philip Covington, Andrew Field and David Newhouse.

2. **Reading and Disposition of Minutes** -- The minutes of January 19, 1998 were approved as corrected.

3. **Order of Business --** The following items were discussed out of order:

3.1 (Agenda Item 8.1) Dirkers - Assessment/Fee Simple Upgrade.

Discussion: Jerry Dirkers presented each Board member with a letter detailing his complaints and suggestions regarding his community assessment payments. The Board went through an explanation of each point of the letter. These included the following:

⇨ Regarding the first and second points of his letter, Mr. Dirkers said that he wanted the Board to waive all assessment requirements to obtaining a fee simple upgrade. P. Wolberd asked the Board if anyone wanted to make a motion for such waiver; there was no motion forthcoming.

⇨ Regarding the third point, Mr. Dirkers suggested that the Covenants be amended to clarify the terminology regarding subdivisions, i.e. the proper use of parcel, tract and lot. P. Wolberd asked the Board if anyone wanted to make a motion for such an amendment; there was no motion forthcoming. However, there was consensus that the intent of the language of the Covenants was for land be referred to as a "tract" in the event that a subdivision had occurred, and that this should be specified in the Board's guidelines. *(Guideline).*

⇨ Regarding the fourth and fifth points, there was consensus that the language of the Covenants referred to by Mr. Dirkers be reexamined prior to the next vote to change the Covenants. *(Guideline).*

4. Reports of Officers and Committees –

4.1 Treasurer's Report. M. Scoble, Chair. No report due to Treasurer's absense.

Follow-up: M. Scoble - write petty cash procedure by 2-16-98.

Follow-up: M. Scoble and P. Keathley - write accounting procedures as per D. Holms needs by 2-16-98.

Follow-up: M. Scoble - prepare a Disbursement of Funds procedure.

Follow-up: M. Scoble and J. Murphy - prepare a supplies purchase proposal.

Follow-up: M. Scoble - send copy of Hazen assessment notice to E. Francis.

4.2 Finance Committee Report. M. Scoble, Chair. No report due to Chair absense.

Follow-up: R. Varkevisser - Call some landowners re delinquent accounts as needed.

4.3 Architectural Subcommittee Report. P. Hoag, Chair.

4.3.1 Shirley Lloyd subdivision for Parcel 34 South.

Discussion: ⇨ Shirley Lloyd reported that when she had begun the subdivision process on her parcel in South Glastonbury, there had been no requirement to pay all assessments in advance for the year of the subdivision. She said that she was paid up for 1997, but that she had just been informed that the Board was establishing a new requirement, and felt it placed an unnecessary hardship upon those wishing to participate in a subdivision. She asked that the Board reconsider and only require that subdivision applicants pay in advance for the first quarter. P. Hoag recommended that the Board reconsider and require only one quarter of fees be paid in advance. One Board member mentioned that the developer needed to see that the GLA Board had approved payment of assessment fees prior to signing-off on a subdivision. There was consensus that the Secretary should make such a communication rather than the chair of a committee, since the Secretary represents the entire Board.

Action: P. Hoag moved, H. Brailsford seconded that as a requirement for approval, landowners filing for a subdivision be required to pay assessment fees only for the current quarter and for all past due amounts. The action passed unanimously. *(Guideline)*
Follow-up: J. Murphy - develop a form letter to send to the developer regarding status of assessment payments for subdivision applicants.
Follow-up: J. Murphy - give Shirley Lloyd such a letter for her subdivision by 2-3-98.

4.3.2 Van Hulzen subdivision for Parcel 36 South.

Discussion: ⇨ Lubertus Van Hulzen reported for the group that it had been determined that the **shelter entrance** on their parcel encroaches by several feet the adjacent parcel which is owned by the developer. He said that the developer had proposed an easement, and asked the Board if they would accept this proposal.
Action: There was consensus that if the developer approved of such an easement, the GLA would also approve it.
⇨ Mr. Van Hulzen said that the county was asking all taxes for the year be paid in advance, and that the new requirement by the GLA to pay all **assessment fees** in advance placed too great a financial hardship upon the parcel owners. He asked for a waiver of the current quarter's assessment fees. He also said that county officials had told him that if his group did not meet all requirements to subdivide within the next few months they would have to begin the entire process over again. He reminded that Board that his parcel had been the South Glastonbury test parcel in the Glastonbury subdivision lawsuit. There was consensus by the Board that it would be important for this parcel to become legally subdivided in a timely manner.
Action: J. Murphy moved, H. Brailsford seconded that the Board waive payment of the current quarter assessment fees for Parcel 36 South, as long as all past due amounts were paid. The action passed unanimously.
⇨ Mr. Van Hulzen next reported that the parcel owners were in agreement regarding the **removal of the reservoir** as soon as possible, however he said they had requested the county grant them approval of the subdivision before they removed the dam, since the area was filled in with snow. He presented county documentation to the Board on the subdivision, but said that he was not sure if the county would waive the reservoir removal requirement prior to subdivision.

Action: P. Hoag moved, H. Brailsford seconded that the Board agree to waive the dam removal completion before approving subdivision, if Parcel 36 South members complete the removal within one year of this date, as long as neither the Church nor Park County object to such a waiver. The motion passed unanimously.

4.3.3. Other Matters.

Discussion: A member asked how the Treasurer would know that the county had approved of a given subdivision and begin to charge the new assessments. There was consensus that the Secretary should see if the County Planner would agree to mail a self-addressed, stamped post card to her each time the county approved of a subdivision.

Follow-up: J. Murphy - contact Planner Ellen Woodbury re notifying the GLA of approved subdivisions by 2-16-98.

Follow-up: Board - review resubmitted GLA Building Project Review Forms for comment by 2-16-98.

Follow-up: P. Hoag - revise protocol for processing subcommittee decisions and approval by 2-16-98.

Follow-up: P. Hoag - review the "Community of Glastonbury Policies & Standards for Subdivisions," including Section 4.4 on Installation of Utilities, for possible revision, completion date to be determined at 2-16-98 meeting.

Follow-up: P. Hoag and A. Field - determine a fixed time and place for the meetings of the subcommittee, then inform the Board of the time and place of each meeting, to include details of upcoming meetings in the GLA Minutes.

4.4 Road Committee Report. D. Newhouse, Chair.

Discussion: ⇨ J. Murphy presented pricing information D. Newhouse had given her on one brand of sanders. One model to put on the back of a truck cost $3,800; one to pull behind a truck cost $1,600. There was consensus that more information was needed regarding cost comparisons, as well as all related information, such as the type of material to use and its cost, where to store and load it, who would do the work, etc.

⇨ J. Murphy said she had received two bills for snowplowing from M. Dirkers.

⇨ W. Wunsch reported that further negotiations with the Church and any decisions by the Church were on hold until the Road Committee put together information for work estimates on the South Glastonbury roads. He also said that according to Richard Smith, negotiations regarding land donations to the Teaching Centers were on hold pending

decisions on the Glastonbury roads, because the Church wants to see the total impact. Also, he said Richard Smith was forwarding the Teaching Center proposals for land donations to the Church's attorney for any comments she may have.

⇨ L. Kremer suggested that the Road Committee clearly define the order of the responsibilities of the snowplower hired by the GLA, and then make this order and the responsibilities known to all residents. For example, she said it needed to be made known that no private driveways would be done until after the main roads were cleared.

⇨ J. Murphy presented the liability insurance policy M. Dirkers had submitted. She said M. Dirkers had told her the policy was for commercial purposes; the policy indicated the coverage was for 100-300-100. There was consensus that this was adequate.

⇨ J. Murphy said D. Newhouse had told her that the next level of road maintenance work would be done in March. No cost estimate was given.

⇨ H. Brailsford reported that the developer will clean the Virgo Way hot water ditch.

Follow-up: H. Brailsford - draft a complete proposal by 2-16-98 regarding sanders.

Follow-up: J. Murphy - give bills from M. Dirkers to M. Scoble for payment.

Follow-up: D. Newhouse - define snowplowing order and responsibilities, and present it to the proper channels for dissemination in a telephone tree by 2-16-98.

Follow-up: D. Newhouse - provide invoice for the Bozeman engineer report by 2-16-98.

Follow-up: D. Newhouse - determine which county official should receive the Capricorn Drive letter, and send by 2-16-98.

Follow-up: D. Newhouse - prepare road maintenance schedule for G. North and G. South following Joint Committee negotiations with the developer.

Follow-up: W. Wunsch - report on Joint Committee negotiations regarding the Chevy truck/plow following Joint Committee negotiations with the developer.

Follow-up: D. Newhouse - re-write Dirkers' plowing contract by 2-16-98 establishing the plowing priority of roads, then convey them to P. Wolberd for final approval before asking Dirkers to sign.

Follow-up: D. Newhouse - develop cost estimate for the next level of road maintenance work by 2-16-98.

4.5 Nominating Committee Report. No report.

4.6 Complaint Committee. J. Murphy, Chair.

Discussion: ⇨ J. Murphy said that she had contacted W. Pitt three times regarding the Alfaro complaint. William told Joan that he kept his dog restrained when he was not present, but that when he was on his property he allowed the dog to roam free, much as many other Glastonbury landowners. He said his main problem was having people roam through his property during the hunting season, trying to get to Forest Service property. Someone suggested posting a sign by the road easement to Forest Service land close to the waterfall. J. Murphy said she had talked to M. Alfaro about the situation, but that the Alfaros had recently relocated to Dayton, Ohio. One board member said that the Park County Game Warden had expressed interest in working with the GLA regarding "No Hunting" signs. Another member suggested a Hunter Signage Ad Hoc Committee, perhaps inviting W. Pitt, J. Alexander and others with a vested interest.

⇨ The discussion shifted into the need for a turn-around after Pitt's property, and/or a parking lot which would also help residents wishing to use the adjacent Common Area. There was consensus that this should be worked on after the snows had melted.

Follow-up: J. Murphy - submit a recommendation to the Board by 4-20-98 regarding the W. Pitt complaint.

Follow-up: Board - review complaint protocol sheet by 2-16-98.

Follow-up: D. Newhouse - propose High South turn-around/parking area by 4-20-98.

4.7 Land Use Master Plan Advisory Committee. D. Kehoe, Jr., Chair.

Report carried over to next meeting.

Follow-up: D. Kehoe, Jr. - prepare phone tree re: search for applicants for committee members, and implement by 2-16-98.

Follow-up: Board - review committee protocol by 2-16-98.

Follow-up: P. Hoag - study guidelines for tree removal by 2-16-98..

4.8 High South Fire Water Reservoir Advisory Committee.

Report carried over to next meeting.

Follow-up: W. Wunsch - develop a proposal of alternatives for the Board to consider, including cost projections and time frame, by 2-16-98.

5. Ombudsmen Reports -- None.

Follow-up: Board - review ombudsman sheet for comment by 2-16-98.

6. **Unfinished Business --**

6.1 Bylaws/Covenants Voting Discrepancies. Carried over to next meeting.
Follow-up: Board - review memo for comment by 2-16-98.

6.2 Protocol for Committee Membership Approval. Carried over to next meeting.
Follow-up: Board- review draft protocol for comment on 2-16-98.

6.3 Association Letterhead.
Discussion: J. Murphy reported that Montana Edge charges $23 more than Insty Prints for letterhead, but that she had heard from several sources that they tend to do better work. She recommended using Montana Edge. She passed around samples of letterhead both in color and in black and white that Laurel Matthews had created. There was consensus that although the scanned photo was nice, it probably wouldn't print or copy well in black and white, and that probably a line drawing would be preferable. There was discussion and consensus that it would be worth asking if anyone else in the community had ideas about letterhead, since if good ideas were forthcoming that the Board liked, it would save $500 in logo fees. There was still some interest in the former Community of Glastonbury logo.
Follow-up: J. Murphy and L. Matthews - draft a Telephone Tree soliciting ideas for a competition to create new GLA letterhead by 2-16-98.
Follow-up: W. Wunsch - find out if existing COG logo is available to GLA by 2-16-98.

6.4 Office Space Needs. Carried over to next meeting.

6.5 GLA Press Release.
Discussion: The comment was made that there had been no follow-up by the press since by the time of the release it was probably old news. Thus, it was noted that in the future the Board needs to be more proactive and timely in any responses or other articles. A letter to the editor was suggested as another media avenue of getting Board views through to the public.

7. **Tabled Business --**

7.1 Noxious Weed and Pine Tree Infestations Committee(s) Formation.

7.2 Should the GLA Accept Responsibility for Maintenance of Subdivision Roads? (D. Newhouse)

Action: There was consensus that the following items be deleted from Tabled Business: Court Ordered Community Service, Community Assessment Fund Reimbursement from the Community Planning Fund, Public Access on Roads, and Recommendation for Hiring Project Review and Cost.

8. **New Business --**

8.1 Assessment/Fee Simple Upgrade. (J. Dirkers) (See 3.1)

8.2 Filing Liens When Assessments of $X Owed. (P. Hoag) Carried over to next meeting.

8.3 Annual Report to Secretary of State's Office. (J. Murphy).

Discussion: J. Murphy said she had received this form from the office of our attorney, John Glover, who is the designated registered agent for the Glastonbury Landowners Association, but who had sent her the form to complete. She said John didn't charge for the service, but wondered if the Board wanted someone in the GLA to now be the registered agent.

Action: H. Brailsford moved, P. Keathley seconded that the Board keep John Glover as the GLA's registered agent. The motion passed unanimously.

Follow-up: J. Murphy - complete annual report and mail to the Secretary of State.

8.4 Gemini Road Sign. (L. Hodges)

Discussion: L. Hodges reported that the green sign denoting Gemini Road at the intersection of Gemini and Capricorn was off the post, but that the post and the Capricorn cross-piece was still present.

Action: There was consensus to delegate this item to the Road Committee.

Follow-up: D. Newhouse - report by 2-16-98 on cost to replace green Gemini Road sign at the intersection of Gemini Rd. and Capricorn Dr.

8.5 Story Road Stop Sign. (P. Hoag)

Discussion: P. Hoag reported that the entire stop sign was down at the intersection of Story Road and Sirius Drive. He said that he thought it would be a good idea to have Martin Lisota spot-weld the bolts on all Glastonbury road signs, so that they would not disappear as easily.

Action: There was consensus to replace the stop sign with a yield sign, and to delegate this item to the Road Committee.

Follow-up: D. Newhouse - report by 2-16-98 on cost to install new Yield sign at the intersection of Story Road and Sirius Drive.

9. Open Floor Comments – None.

10. Next Meeting – The next meeting will be at 7:00 p.m. on 2-16-98 at the Thomas More School in North Glastonbury.

Follow-up: J. Murphy - in addition to mailing the Agenda for 2-16-98, mail copies to all members of the documents the Board is to review at that meeting (See Items 4.3, 4.6, 5, 6.1 and 6.2), along with a note requesting that each member **read and consider** the items and be ready to discuss them by the next meeting.

11. Adjournment – The meeting was adjourned at 10:15 pm.

Lucia Hodges

Submitted by Lucia Hodges
Assistant Secretary

GLA 00274

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 2, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report

Follow-up: M. Scoble - Write petty cash procedure by 2-2-98

Follow-up: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 2-16-98

Follow-up: M. Scoble - Prepare a Disbursement of Funds procedure by

Follow-up: M. Scoble/J. Murphy - Prepare a supplies purchase proposal by

Follow-up: M. Scoble - Send a copy of the John Hazen assessment notice to E. Francis

4.2 Finance Committee Report

Follow-up: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed

4.3 Architecture Subcommittee - Philip Hoag, Chair

Follow-up: Board - Review GLA Building Project Review Forms for comment by 2-2-98

Follow-up: P. Hoag - Develop protocol for committee decisions and approval by 2-2-98

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 2-2-98 mtg.

Follow-up: P. Hoag - Mail response (re. no action until state and county respond) to L. Van Hulzen's reservoir request by 1-19-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 2, 1998

Follow-up: P. Wolberd - Add lien filing to next meeting agenda.

4.4 Road Committee Report

Follow-up: D. Newhouse - Determine which county official should receive the Capricorn Drive letter and send the letter by 2-2-98

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations

Follow-up: W. Wunsch - Report back on Chevy snowplow negotiations

Follow-up: D. Newhouse - Check out Dirkers liability insurance to see if it is for his plowing business or just a personal policy by 2-2-98

Follow-up: D. Newhouse/J. Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed, from Michael Dirkers & review with P. Wolberd by 2-2-98

Follow-up: D. Newhouse - Develop the next level of road maintenance and cost estimate for Board approval by 2-2-98

Follow-up: D. Newhouse - Report to Board the negotiations outcome regarding the Virgo Way ditch clean up

Follow-up: D. Newhouse - FAX road engineer rpt. to developer by 1-20-98

Follow-up: D. Newhouse - Route road engineer invoice to treasurer upon receipt

Follow-up: D. Newhouse - Develop a road sander proposal for Board review by 2-2-98

4.5 Nominating Committee Report

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: Board - Review complaint protocol sheet for comment by 2-2-98

Follow-up: J. Murphy - Contact W. Pitt re: Alfaro complaint by 2-2-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 2, 1998

4.7 Land Use Master Plan Advisory Committee - D. Kehoe, Jr., Chair

Follow-up: D. Kehoe - Prepare a phone tree re: search for committee applicants and implement by 2-2-98

Follow-up: Board - Review committee protocol by 2-2-98

Follow-up: P. Hoag - Study guidelines for Tree removal

4.8 High South Fire Water Reservoir Advisory Committee - W. Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 2-2-98

5. Ombudsman Report

Follow-up: Board - Review ombudsman sheet for comment by 2-2-98

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

Follow-up: Board - Review memo for comment on 2-2-98

6.2 Establish a committee membership approval protocol

Follow-up: Board - Review draft protocol for comment on 2-2-98

6.3 Obtaining Association Letter Head

Follow-up: J. Murphy - Obtain comparative bids and check on availability of existing logo by 2-2-98

6.4 Office space needs - J. Murphy

6.5 GLA Press Release - A. Field, D. Kehoe & J. Murphy

7. Tabled Business

7.1 Court Ordered Community Service - Nadim Issa

7.2 Community Assessment Fund reimbursement from Community Planning Fund

Follow-up: C. Healy - response to Kehoe draft reimbursement request memo

7.3 Public access on roads - P. Hoag

3 of 4

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 2, 1998

7.4 Noxious Weed Committee Formation

7.5 Recommendation for hiring Project Reviewer and cost

7.6 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

8. New Business

8.1 Jerry Dirkers - Assessment/Fee Simple Upgrade

8.2 Philip Hoag - Filing liens when assessments of $X owed.

8.3 J. Murphy - Annual Report to Secretary of State's Office

8.4

8.5

8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., February 16, 1998, North Glastonbury

11. Adjournment

2-2-98

We the Glastonbury ~~land~~ owners association assembled do here by agree to the proposed plan submitted by L. Van Hulzen to negotiate a easement with Church Universal and Triumphant regarding the encroachment of the shelter entry way on parcel #36 which is owned by the Church.

Lily P. Hoey

Jan Murphy

2-2-98

We the Colastonbury Land Owners Association assembled agrees to waiver any requirement that the "dam" on parel #35 South Colastonbury be removed before completion of the subdivision as long as Church Universal and Triumphant and Park County do not object to such a waiver.

Kathy L. Hoag

Jean Murphy

Feb.2,1998

Glastonbury Land Owners Assoc iation,Inc.

Dear Board Members:

I thank you for the opportunity to be here and give you some of my thoughts and observations.This has been triggered by my efforts to have Parcel 29,North Glastonbury upgraded to Fee Simple status.

1. It appears to me to be highly improper for the Church to insist on payment of GLO(Glastonbury Landowners Association) assessments before granting Fee Simple status. My land purchase was with the Church and myself.There were no other parties involved.It has as much right to insist on me paying some other party(GLO) as it has to tell me to pay my phone bill,my garage bill,my Doctors bill or my Garage bill.All of these parties are outside the contract.In fact,GLO was not in existence when the property was purchased.

2. It appears to me to be highly imprpoer for GLO to ask the Church to collect assessment funds for the GLO by withholding Fee Simple Upgrading.If GLO is a separate body from the Church,then let the GLO stand on its own feet and not the Church's.

The fact that this procedure was arrived at by negotiation does not make it right or honest.This policy should be scrapped immediately.

3.Definition of terms should be established.If used improperly,such terms create confusion.For instance,item a. of the GLO letter of1-12-98 said-"$120. for each parcel.....etc."The term Parcel has long been used to designate the original areas of Certificate of Survey 615A.These are mostly 20 acre areas with some being 30 or 40 acres with some reserved land.This has been repeated times in all business dealings.The term "Lot" was used exclusively for the Golden Age Village.In the case of Parcel 29,there are 3 interested parties.So land assessment for each Parcel means each interested party would pay $ 40. only. This is a poorly worded requirement and probably does not reflect the intentions of GLO.

4.It is people,not land,that pays the bills.I think a. of the1-12-98 letter should be rewritten about as follows:

Revised a.-Each party having an interest in a Parcel is assessed $120. Thus-3 interested parties would produce $ 360. Five parties would produce $ 600.

5.Item b. of the same letter says " $ 120. dwelling assessment for each dwelling located on each parcel etc." A better wording would be-"Each dwelling owner is assessed $ 120.

6.Recognition should be given to Subdivision.In my case-Parcel 29-, there are 3 interested parties and 4 divided tracts.The notice I received for Jerome B. Dirkers from the GLO,dated 1-1-98,invoice 178 says 2 land assessments costing $ 240.

It is people,not land,that pays the assessments and in my case,I own 2 tracts.It had to be done this way to avoid a MAJOR subdivision down the road. I still have the original 11 acres and should be charged only once as an owner ,not on the basis of tracts.It may have been thought that tract and owner were the same. I believe I should be charged only once,as an owner. Here is a suggestion for revised wording.

b-2. "In the case of subdivided parcels,each owner is assessed $ 120."

7. Since all members of the GLO can vote,it is only proper for all members pay the same assessment.This of course applies to the Church with its areas of reserved land and unsold Parcels.The wording mentioned in point 4 would apply - "Each party having an interest in a Parcel is assessed $ 120. for that Parcel."

8.-Item c.of the Jan.12,1998 letter refers to $240 for land and dwelling combined for each condo unit.This may be proper but I am not sure of the definition of unit.Does unit mean the apartment like living area or does it mean the condo taken as a whole ?

9.Item d. calling for $ 120. land and dwelling combined for each GAV lot is different from Parcel charges. Parcels are charged for land plus a dwelling. In the GAV the land and dwellings are combined into one lower figure. Granted that the GAV lessee is paying the Church a monthly charge which does include an amount for road maintenance. In fact,when the NEW road was built a few years ago,the monthly charge was raised fro $80./mo. to $90. /Mo. to help pay for the New Road.Will the Church reduce the monthly lessee payment or let that stand and keep that part of the monthly payment that was used for road maintenance.In the interest of fairness,if the GAV monthly payment was used in part by the Church to maintain the roads which obligation has now been shifted to the GLO,then it seems the road maintenance part of the monthly GAV payment should accrue to the GLO.

10. It should be stated somewhere that Road maintenance does not apply to private driveways whether road repairs or snow plowing.

11. I think it should be specifically mentioned that these assessment charges do not apply to the Glastonbury chapel,or to Thomas More school and the adjacent playground.

12. It has been an irritant in the past(thru 1997) to bill one owner and not to bill all interested parties. That puts one person in the position of being stuck for the bills of others who did not pay. I inquired several times in the past and was told the computer was set up that way. There was a good **invention** several years ago. A sheet of paper or ledger sheet was very effective in identifying who owed what and how much. These ledger sheets wont die in the year 2000 as most computer very well may. I am glad the new system has now advanced to what was used years ago where everyone was fairly treated.

The reason I mention this is because I have been served with a bill for $ 188. for the 8 months of 1997 even tho I paid all my assessments in Jan. 1997. And the Club over my head is the Fee Simple procedure forcing an unjust bill upon me. Procedures like this cause people to back off and be suspicious of every proposal that comes along.

Thank you very much for the opportunity to present my views and the need for correction of my 1998 charges. I have already paid $ 120. for 1998.

Jerome B. Dirkers
Parcel 29, North Glastonbury

Glastonbury Landowners Association
GUIDLINES
January 24, 1998

1. September 27, 1997 (4.3.5) The GLA will accept a fax communication on any item but one which requires a legal filing.

2. October 6, 1997 (8.1) The GLA Secretary or her designated representative are the only individuals authorized to handle original GLA documents.

3. October 6, 1997 (3.2) When a committee head wants to send out a letter, he should prepare it to go out under the President's signature, so that one person will be aware of all correspondence that goes out under the name of the GLA.

4. October 6, 1997 (4.1.4) There will be a Petty Cash Fund of $100, to be managed by the Treasurer. The Treasurer may disburse funds up to $100 without the authorization of the Board, however any reimbursements require Board approval.

5. October 20, 1997 (4.1) The Board agreed that it was best for a Board member should open the Glastonbury mail.

6. October 20, 1997. (8.1) The Board will only request from the developer those deeds and other documents related to parcels/tracts with an active status before the Board.

7. October 20, 1997 (3.2.7) Anyone serving on the GLA Board or a GLA Committee who finds himself in a conflict of interest in a capacity in which he is serving, shall abstain from any voting on such a matter.

8. November 17, 1997 (8.7) In a closed ballot, the actual number of votes someone has received is not secret and may be relayed if requested.

9. January 19, 1998. (3.2) Each upcoming meeting of an approved committee or subcommittee should be printed in advance in the GLA Board Agenda.

10. January 19, 1998. (3.2) Any landowner with a subdivision proposal first submit the paperwork to the GLA Secretary, so that a record of the proposal can be made in the minutes. The Secretary should then pass on the proposal to the Chair of the Architectural Subcommittee.

11. January 19, 1998. (3.2) Once the Board has approved of a subdivision, the paperwork should be passed from the Chair of the Architectural Subcommittee to the Treasurer. Once she has calculated the new assessment fees owing, the Treasurer is to pass the paperwork to the Secretary for record storage. The Treasurer is also to relay the information to the Accountant so that the new community assessments can be generated.

12. January 19, 1998. (3.2) Although it is the responsibility of the developer of a subdivision to see that any of his purchasers receives the correct Glastonbury paperwork, the Treasurer of the GLA as a courtesy will send a copy of the Covenants and Bylaws to each new landowner at the same time the first notice of assessments is sent to that landowner.

13. February 2, 1998 (3.1) There was Board consensus that the intent of the language of the Covenants was for land to be referred to as a "tract" in the event that a subdivision had occurred. In the event of a future vote on the Covenants, the GLA should examine this language for inclusion, as well as verbage referred to in the fourth and fifth points of Jerry Dirkers's letter to the Board of 2-2-98.

14. February 2, 1998 (4.3.1) Landowners filing for a subdivision arerequired to pay assessment fees only for the current quarter and for all past due amounts. When these have been paid, the GLA Secretary will mail the developer a notice regarding same.

15. February 16, 1998 (3.1) The GLA will not give out the GLA mailing list to anyone.

16. February 16, 1998 (4.1) When a presiding court is involved in the partitioning of any Glastonbury parcel, the GLA Secretary should send a letter to informing them of the total past due assessments for the parcel, and noting that the GLA would require the assessments to be paid as part of any settlement.

17. February 16, 1998 (4.1) When landowners request a break-down of assessment fees prior to 1998, the GLA Treasurer should send a form letter stating that they should obtain this information from the other co-tenants of the parcel.

18. February 16, 1998 (8.3) The Board will meet every 3 weeks. If a member cannot attend he or she should notify one of the officers of this, and also give that officer or another Board member a proxy to represent them.

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Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

February 16, 1998

1. **Call to Order, Prayer** -- Patrick Wolberd opened the meeting at 7:10 p.m.
Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Andrew Field, Peggy Keathley, Linda Kremer, and David Newhouse. Also present was Laurel Matthews, Ombudsman.
Absent: Philip Covington, Philip Hoag and Walter Wunsch.

2. **Reading and Disposition of Minutes** -- Secretary Murphy distributed the minuted of the Feb. 2, 1998 meeting. There was consensus that they be read by the Board prior to the next meeting, and commented upon at that time.

3. **Order of Business** -- The following items were discussed out of order:

3.1 (Agenda Item 8.2) Request for GLA Mailing List.

Discussion: J. Murphy reported that Davies Anderson had requested the GLA mailing list to use in mailing out information on the Committee for a More Perfect Union. She deferred a response to the Board. William Davis was present to explain why the Committee felt the GLA should release the mailing list. He also distributed a circular for the Committee and a cover letter. There was discussion focused on concern for landowners who might not wish their information given out, the availability of certain information in the public record, and a reasonable need to treat all those requesting lists in a similar manner.

Action: P. Keathley moved, M. Scoble seconded that the GLA establish a policy of not giving out the GLA mailing list to anyone. Seven voted in favor of the motion, L. Kremer was opposed. The motion carried. *(Guideline)*

3.2 (Agenda Item 5) Ombudsman Report.

Discussion: The 1-5-98 document prepared by the Ombudsmen about the function of their role was reviewed and discussed.

Action: L. Kremer moved, D. Kehoe, Jr. seconded to accept the document as modified. The motion passed unanimously.

4. **Reports of Officers and Committees --**

4.1 **Treasurer's Report.** M. Scoble, Chair.

Discussion: M. Scoble reported that there was $33,768 in the GLA fund, and that $15,833 had been received since the Jan. mailing. There was $108 in petty cash. She presented D. Newhouse with a snowplowing bill for signed approval.

4.1.1 Assessment Disputes. The Treasurer said that under the new Covenants, in 1998 each co-tenant was billed separately for assessment fees from the other co-tenants of a parcel. However, she said she had received complaints from some landowners stating that in past years the other co-tenants on their parcel should also have been billed. There was discussion and consensus that the GLA would not go back and bill separately for past assessments. M. Scoble said that one of the complaints involved the landowners of Parcel 47 North, and that a court was in the process of partitioning that parcel. She explained that partitioning was like drawing lines in a subdivision, only done through a legal body. Concern was expressed that the court might not know or consider that the co-tenants owed and disputed past due assessments. M. Scoble recommended that she respond to the 47 North request by providing a breakdown of who had paid what assessments, however President Wolberd said that the landowners could provide the court with such information, and that it would be best for the GLA to avoid exceptions. He recommended that the Treasurer also send a form letter along similar lines to any landowners requesting a breakdown of who on their parcel had paid or not paid past assessments. *(Guideline)*

Action: A. Field moved, P. Keathley seconded that the GLA Secretary send a letter to the presiding court involved in the partitioning of any parcel, informing them of the total past due assessments for the parcel, and noting that the GLA would require them to be paid as part of any settlement. The motion passed unanimously. *(Guideline)*

Follow-up: J. Murphy - prepare and send a letter to the prevailing court involved in the 47 North subdivision re assessments due.

Follow-up: M. Scoble - prepare a draft form letter to send to landowners requesting a break-down of assessment fees prior to 1998. Respond to the Baylors and others who have written to her.

4.1.2 Petty Cash Procedures.

Discussion: The Board discussed the petty cash procedures presented by the Finance Committee. It was clarified that any cash given to the Treasurer, as for assessments, not go into petty cash, but as a cash payment into the main GLA fund. It was also clarified that

the total of cash and receipts in the Petty Cash Fund at all times should be constant.
Action: L. Kremer moved, H. Brailsford seconded that the Board accept the Petty Cash Procedure document as amended. The motion passed unanimously.
Follow-up: M. Scoble - finalize petty cash procedure by 3-9-98 and give a copy to Secretary Murphy.

4.1.3 Committee Budgets.

Discussion: The Board discussed what sort of cap to put on bills paid by the Treasurer but not specifically pre-approved by them. It was decided that although it would be rough at first, a budget would be very helpful as a framework for paying bills, and that the chairs of committees would be the most likely ones to draw up a budget for the work allocated to their group. There was consensus that each committee chair develop a budget for their committee within the next month.
Follow-up: P. Wolberd - provide a copy of the GCPC budget proposal to D. Newhouse for use by the Road Committee.
Follow-up: M. Scoble, D. Newhouse, P. Hoag, D. Kehoe, Jr., J. Murphy - develop a budget for your respective committees by the March 30, 1998 meeting.

4.1.4 Other Items.

Discussion: P. Wolberd said he would like an invoice or receipt presented to him along with any check for signature. He also asked for a written Treasurer's report at each meeting. M. Scoble reported that she had sent the Hazen assessment notice to E. Francis.
Follow-up: P. Wolberd - provide M. Scoble with a sample Treasurer's report form.
Follow-up: M. Scoble and P. Keathley - write accounting procedures as per D. Holms needs by 3-30-98.
Follow-up: M. Scoble - prepare a Disbursement of Funds procedure by 3-9-98.
Follow-up: M. Scoble and J. Murphy - prepare a supplies purchase proposal after receipt of budgets from committee chairs.
Follow-up: M. Scoble - send copy of Hazen assessment notice directly to J. Hazen.

4.2 Finance Committee Report. M. Scoble, Chair.
Follow-up: R. Varkevisser - Call some landowners re delinquent accounts as needed after the next billing at the end of April.

4.3 Architectural Subcommittee Report. P. Hoag, Chair. No report due to Chair absence. Carry over of all items.

GLA 00290

Follow-up: J. Murphy - contact Planner Ellen Woodbury re notifying the GLA of approved subdivisions by 3-9-98.

Follow-up: Board - review resubmitted GLA Building Project Review Forms for comment by 3-9-98.

Follow-up: P. Hoag - revise protocol for processing subcommittee decisions and approval by 3-9-98.

Follow-up: P. Hoag - review the "Community of Glastonbury Policies & Standards for Subdivisions," including Section 4.4 on Installation of Utilities, for possible revision, completion date to be determined at 3-9-98 meeting.

Follow-up: J. Murphy - develop form letter to developer to notify of subdivider assessment status by 3-9-98.

Follow-up: J. Murphy - send assessment status letter re Shirley Lloyd property by 3-9-98.

4.4 Road Committee Report. D. Newhouse, Chair.

Discussion: ⇨ D. Newhouse reported that he had received the bill for the road engineer and that the cost had been around $1000. He said the negotiations with the developer were continuing, and that on Wednesday they would be presenting them with the specific amounts requested for reimbursement. He said the most costly issue was the need for 3" of new top coating, costing around $30,000.

Follow-up: D. Newhouse - provide invoice for the Bozeman engineer report to M.. Scoble by 3-9-98.

⇨ H. Brailsford presented research regarding sanders. He described one from Henderson Sanders in Bozeman costing $3,400 ($3,700 installed) that holds 1.7 yards of material. Two others he researched in Billings were over $4000. He said the Black Diamond Quarry between North and South Glastonbury sells sanding material at $5.63/yard. He said R. Johnson estimated a minimum of 1 yard each to be used on North and South, while W. Wunsch said he estimated 2 yards each as a more probable estimate. The Board discussed the need of a vehicle on which to put a sander. There was consensus that since it was the end of the season, the issue be put on hold until the next fall, but that the costs be included in the Road Committee Budget estimate.

⇨ A number of members said that the roads needed to be graded.

Action: A. Field moved, M. Scoble seconded that D. Newhouse be authorized to determine the next step of road maintenance to be done prior to the 3-9-98 meeting, for a maximum grading time of 16 hours spent by A. Mann, at a maximum cost of $1,040. The motion passed unanimously.

Follow-up: D. Newhouse - order next level of road grading by 3-9-98.

Follow-up: W. Wunsch - send the Capricorn Drive letter by 3-9-98.
Follow-up: D. Newhouse - prepare road maintenance schedule for G. North and G. South following Joint Committee negotiations with the developer.
Follow-up: W. Wunsch - report on Joint Committee negotiations regarding the Chevy truck/plow following Joint Committee negotiations with the developer.
Follow-up: D. Newhouse and J. Healy - define snowplowing order and responsibilities, review with P. Wolberd, then present it to the proper channels for dissemination in a telephone tree by 3-9-98.
Follow-up: D. Newhouse - re-write Dirkers' plowing contract by 3-9-98 establishing the plowing priority of roads, then convey them to P. Wolberd for final approval before asking Dirkers to sign, by 3-9-98.
Follow-up: D. Newhouse - Call M. Dirkers' insurance agent and ask for a Certificate of Insurance naming the GLA as an additional insured, by 3-9-98.

4.5 Nominating Committee Report. No report.

4.6 Complaint Committee. J. Murphy, Chair.
Discussion: The proposed Complaint Committee document was discussed.
Action: D. Kehoe, Jr. moved, L. Kremer seconded that the Board accept the document as amended. The motion passed unanimously.
Follow-up: J. Murphy - submit a recommendation to the Board by 4-20-98 regarding the W. Pitt complaint.
Follow-up: D. Newhouse - propose High South turn-around/parking area by 4-20-98.

4.7 Land Use Master Plan Advisory Committee. D. Kehoe, Jr., Chair.
Discussion: D. Kehoe, Jr. reported that a phone tree regarding volunteers for committee members had gone out. He distributed to all present a revised committee protocol sheet dated 1-19-98.
Action: P. Keathley moved, H. Brailsford seconded that the Board approve the Committee Operational Procedures as amended. The motion passed unanimously.
Action: There was consensus that the Secretary post a list of all committee chairs and their phone numbers on the bulletin board of each Teaching Center, along with a note to the effect that anyone interested in attending meetings of any committee should contact the chair to be placed on a meeting notification list of that committee.
Follow-up: J. Murphy - place note and list of committee chairs at each T.C. by 3-9-98.

Follow-up: D. Kehoe, Jr. - redraft committee protocol by 3-9-98.
Follow-up: P. Hoag - study guidelines for tree removal by 3-9-98..

4.8 High South Fire Water Reservoir Advisory Committee.
Report carried over to next meeting.
Follow-up: W. Wunsch - develop a proposal of alternatives for the Board to consider, including cost projections and time frame, by 3-9-98.

5. Ombudsmen Reports (See 3.2 above)

6. Unfinished Business --

6.1 Bylaws/Covenants Voting Discrepancies. Carried over to next meeting.
Follow-up: Board - review memo for comment by 3-9-98.

6.2 Protocol for Committee Membership Approval. The "Committee Operational Procedures" was approved by consensus, as modified.

6.3 Association Letterhead.
Follow-up: J. Murphy and L. Matthews - draft a Telephone Tree soliciting ideas for a competition to create new GLA letterhead by 3-9-98.
Follow-up: W. Wunsch - find out if existing COG logo is available to GLA by 3-9-98.

6.4 Office Space Needs. Carried over to next meeting.

6.5 Story Road Yield Sign. D. Newhouse reported that it had been installed and cost around $25.

6.6 Annual Report to Secretary of State. Completed.

6.7 Gemini Road Sign. H. Brailsford said it had been ordered. He also said he had asked Martin Lisota to spot weld all Glastonbury signs.

7. Tabled Business --
7.1 Noxious Weed and Pine Tree Infestations Committee(s) Formation.

7.2 Should the GLA Accept Responsibility for Maintenance of Subdivision Roads? (D. Newhouse)

8. **New Business --**

8.1 Filing Liens When Assessments of $X Owed. (P. Hoag) Carried over to next meeting.

8.2 Mailing List Request. (See 3.1 above).

8.3 Three Week Meeting Cycle Proposal. (P. Wolberd).

Discussion: There was discussion that if the meetings would be less frequent, it would be best if a member who cannot attend notify one of the officers of this, and also give that officer or another Board member a proxy. *(Guideline)*

Action: P. Keathley moved, A. Field seconded that a three week meeting cycle of the GLA Board be implemented. The motion passed unanimously.

9. **Open Floor Comments** – None.

10. **Next Meeting** -- The next meeting will be at 7:00 p.m. on March 9, 1998 at the South Glastonbury Teaching Center.

11. **Adjournment --** The meeting was adjourned at 9:45 pm.

Lucia Hodges

Submitted by Lucia Hodges
Assistant Secretary

1998-02-16_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 16, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes - Joan Murphy, Secretary
3. Order of Business - Patrick Wolberd, President
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

Follow-up: M. Scoble - Write petty cash procedure by 2-16-98

Follow-up: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 2-16-98

Follow-up: M. Scoble - Prepare a Disbursement of Funds procedure by____

Follow-up: M. Scoble/J. Murphy - Prepare a supplies purchase proposal by_

Follow-up: M. Scoble - Send a copy of the John Hazen assessment notice to E. Francis by____

4.2 Finance Committee Report - Maria Scoble, Chair

Follow-up: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed by____

4.3 Architecture Subcommittee - Philip Hoag, Chair

Follow-up: Board - Review GLA Building Project Review Forms for comment by 2-16-98

Follow-up: P. Hoag - Develop protocol for committee decisions and approval by 2-16-98

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 2-16-98 mtg.

Follow-up: J. Murphy - Develop form letter to developer to notify of subdivider assessment status by 2-16-98

1 of 4

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 16, 1998

Follow-up: J. Murphy - Send assessment status letter re Shirley Lloyd property by 2-3-98

Follow-up: J. Murphy - Contact Ellen Woodbury re notifying GLA of County subdivision approvals by 2-16-98

4.4 Road Committee Report - David Newhouse, Chair

Follow-up: D. Newhouse - Determine which county official should receive the Capricorn Drive letter and send the letter by 2-16-98

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations

Follow-up: W. Wunsch - Report back on Chevy snowplow negotiations

Follow-up: J. Murphy - Give M. Scoble Dirkers snowplowing bills by2-16-98

Follow-up: D. Newhouse/J. Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed, from Michael Dirkers & review with P. Wolberd by 2-16-98

Follow-up: D. Newhouse - Develop the next level of road maintenance and cost estimate for Board approval by 2-16-98

Follow-up: D. Newhouse - Route road engineer invoice to treasurer upon receipt

Follow-up: H. Brailsford - Develop a road sander proposal for Board review by 2-2-98

Follow-up: D. Newhouse - Define snowplowing priorities & who to call re private drives, information to community by 2-16-98

4.5 Nominating Committee Report

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: Board - Review complaint protocol sheet for comment by 2-16-98

2 of 4

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 16, 1998

Follow-up: J. Murphy - Recommendation to Board on W. Pitt re: Alfaro complaint by 4-20-98

Follow-up: Develop proposal for High S. turn-a-round/parking area above W. Pitt property by 4-20-98

4.7 Land Use Master Plan Advisory Committee - D. Kehoe, Jr., Chair

Follow-up: D. Kehoe - Prepare a phone tree re: search for committee applicants and implement by 2-16-98

Follow-up: Board - Review committee protocol by 2-16-98

Follow-up: P. Hoag - Study guidelines for Tree removal by 2-16-98

4.8 High South Fire Water Reservoir Advisory Committee - W. Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 2-16-98

5. Ombudsman Report - Margaret Roach (North) & Laurel Mathews (South)

Follow-up: Board - Review ombudsman sheet for comment by 2-16-98

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

Follow-up: Board - Review memo for comment on 2-16-98

6.2 Establish a committee membership approval protocol

Follow-up: Board - Review draft protocol for comment on 2-16-98

6.3 Obtaining Association Letter Head

Follow-up: J. Murphy - Develop phone tree on logo competition by 2-16-98

6.4 Office space needs - J. Murphy

6.5 Story Road Yield Sign

Follow-up: D. Newhouse - Get cost estimate for sign by 2-16-98

6.6 Annual Report to Secretary of State

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
February 16, 1998

Follow-up: J. Murphy - Complete & mail rpt. by 2-16-98

7. Tabled Business

   7.1 Noxious Weed Committee Formation

   7.2 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

8. New Business

   8.1 P. Hoag - Filing liens when assessments of $X owed.

   8.2 J. Murphy - The Committee For A More Perfect Union, GLA mailing list request

   8.3 P. Wolberd - Three week meeting cycle proposal

   8.4

   8.5

   8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., February 16, 1998, North Glastonbury

    Follow-up: J. Murphy - Include all Board Review materials in next mailing

11. Adjournment

Committee Operational Procedures
Rough Draft 1-5-98

1. Committee Formation. Upon authorization of the Glastonbury Landowner's Association (GLA) Board to form a committee, the committee chairman or co-chairmen shall form their committee through invitation or a request for volunteers as is deemed appropriate for that specific committee. The number of committee members is left to the discretion of the committee chairman and the chairman's ability to find staffing. The Board may augment the staffing if it finds that the committee is not performing its duty due to understaffing.
The elements that a chairman would be expected to look for in committee members would be, but not limited to:
- area of personal expertise;
- ability to devote time and energy to the committee and project at hand;
- ability to work in harmony with other committee members and respect their time, views, and work; and
- Glastonbury area representation.

2. Purpose Defined. The initial meeting of the committee, if the nature of the committee is to handle a single task, shall be to set a timetable and manner for completing the assigned task. If the nature of the committee is to perform an ongoing duty authorized by the GLA Board, the first meeting shall be to establish the procedure for carrying out the responsibility assigned to it, unless that has been previously been done in a GLA Board meeting.

3. Reporting. As is deemed necessary, due to the nature of the committee, the committee shall report to the GLA Board at its regular meetings to report findings, recommend actions or update the Board on recent activities.

The committee shall present to the GLA Board the tentative timetable and manner for completing the task for Board approval and authorization on tasks that :

A.) will have a large effect on the operation of the GLA or Glastonbury; or

B.) will have a large effect on the GLA's public image or interaction with the county, state or federal government; or

C.) by the nature of the task are required by the GLA Board.

4. Meetings. The committee shall meet as often as is necessary to complete its task within the timetable established or to effectively perform the service authorized by the Board.

5. Dissolution. The Committee may be dissolved upon discharging its task and final report to the Board or upon action of the GLA Board.

SPECTEC

THUNDERBIRD INTERNATIONAL CORPORATION

2/16/98

PROXY.

This is to authorize

Jim Kehoe, Jr.

to vote on my behalf, during

today GLA mtg.

P. O. Box 360 • Emigrant, Montana 59027 • USA • (406) 333-4967 • FAX (406) 333-4259

1998-03-09_BDGN.pdf

Glastonbury Landowners Association Meeting
Board of Directors Meeting Minutes

March 9, 1998

1. **Call to Order, Prayer** -- Patrick Wolberd opened the meeting at 7:05 p.m.

Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Philip Covington, Andrew Field, Peggy Keathley, and Walter Wunsch. Also present were Laurel Matthews and Margaret Roach, Ombudsmen.

Absent: Philip Hoag, Linda Kremer, and David Newhouse.

2. **Reading and Disposition of Minutes** -- The minutes of 2-16-98 were approved.

3. **Order of Business** -- No items were discussed out of order:

4. **Reports of Officers and Committees** --

4.1 Treasurer's Report. M. Scoble, Treasurer.

Discussion: M. Scoble reported that there was approximately $34,000 at the end of February. The Treasurer distributed a revised Petty Cash Procedures sheet, which was approved as amended. She said she had sent a copy of the Hazen assessment notice to him, and had also responded to the Baylors last request. P. Wolberd reported that he had given D. Newhouse a copy of the GCPC road budget proposal.

4.1.1 Tax Exempt Status.

Discussion: The Treasurer said our Accountant had asked if the GLA were tax exempt. Several members recalled obtaining paperwork for this process and thought that D. Kehoe, Sr. was involved, but did not recall seeing a finished document. Secretary Murphy said she had no such documentation in the GLA files.

Follow-up: M. Scoble - Call D. Kehoe, Sr. regarding his rememberance of the status of this form. Then relay info to J. Murphy for continuation of the process.

4.1.2 Baylor Letter.

Discussion: The Treasurer read to the Board a letter from the Baylors, in which they requested a record of past assessments that had been paid by each owner. The Board reiterated their former position that the co-tenants of Parcel 47 North should each bring in their own assessment payment documents to the Court for the Court's decision regarding assessment payments. Although it was recognized that the GLA did not have complete records of all past assessment payment checks, there was consensus that Secretary Murphy should include in her letter to the Court regarding the assessment amounts owing (1) check copies that the GLA did possess, and (2) a statement that a "zero balance" invoice received by a parcel co-owner prior to 1-1-98 did not mean that co-owner had actually paid their fair share of the parcel's assessments.

Follow-up: J. Murphy - prepare and send a letter to the prevailing court involved in the 47 North subdivision. Also send a copy to the Baylors and all other parcel owners.

4.1.3 Lee Letter.

Discussion: The Treasurer read to the Board a letter from Henry Lee, in which he requested continuation of the assessment fee waiver for his Parcel 64 North, since the Church had never built a road to that parcel, as promised in the original Glastonbury Information Report. There was discussion regarding R. Kalar's former letter to Henry Lee on behalf of the Church, in which the Church had granted an assessment waiver on this parcel due to lack of a road. The need to run the GLA's response by its attorney and obtain an agreement to be signed by both parties was discussed. It was also noted that this particular matter involving the unbuilt road be given special attention in the road negotiations with the Church, so that the GLA does not take on the Church's burden to build the road.

Action: M. Scoble moved, H. Brailsford seconded that Henry Lee be allowed to receive a waiver of community assessment fees on Parcel 64 North until the road was built to that parcel, so long as the waiver was consistent with the previous agreement of the developer, and upon receipt of Lee's signature of a GLA waiver agreement to be drafted by the GLA's attorney. The motion passed unanimously.

Follow-up: D. Kehoe, Jr. - call the attorney to prepare an agreement by 3-30-98.

4.1.4 Slavenas Letter.

Discussion: M. Scoble read a letter from Rasa Slavenas, who requested a more gradual increase in community assessments.

Follow-up: W. Wunsch - Call. R. Slavenas and explain the reasons why this will not be done by the GLA.

4.1.5 Other Items.

Follow-up: P. Wolberd - provide M. Scoble with a sample Treasurer's report form by 3-30-98.

Follow-up: M. Scoble and P. Keathley - write accounting procedures as per D. Holms needs by 4-20-98.

Follow-up: M. Scoble - prepare a Disbursement of Funds procedure by 3-30-98.

Follow-up: Committee Chairs - develop a committee budget by 3-30-98.

Follow-up: M. Scoble and J. Murphy - prepare a supplies purchase proposal after receipt of budgets from committee chairs.

Follow-up: J. Murphy - get back comments from M. Scoble and P. Hoag re Parcel 47 North assessments letter, finalize and send to the District Court by 3-30-98.

Follow-up: M. Scoble - prepare a draft letter to send to landowners requesting a break-down of assessment fees prior to 1998, by 3-30-98.

4.2 Finance Committee Report. M. Scoble, Chair.

Follow-up: R. Varkevisser - Call some landowners re delinquent accounts as needed after the next billing cycle in April.

4.3 Architectural Subcommittee Report. P. Hoag, Chair.

4.3.1 Resignation of Chair.

Discussion: A. Field reported in the Chair's absence. He said that P. Hoag had told him was very busy, wouldn't be able to make it to many GLA meetings, and thus could not continue to act as chair of this subcommittee. A. Field volunteered to fill the vacuum.

Action: P. Keathley moved, D. Kehoe, Jr. seconded that A. Field be elected as Chair of the Architectural Subcommittee. The motion passed unanimously.

4.3.2 Parcel 31 South Subdivision.

Discussion: A. Field reported that minutes were taken of the last meeting of this subcommittee, and would be presented to the Board by the 3-30-98 meeting. He said the main item discussed was the subdivision request by Parcel 31 South. The state DEQ, County and developer had all specified certain items in the covenants regarding this

proposed subdivision. He said the subcommittee recommended approval of the subdivision, but with the condition that the GLA inform the owners that it will never take on snow removal or maintenance of the new road on the subdivision, as it was long and quite steep.

Action: A. Field moved, D. Kehoe, Jr. seconded that the GLA accept the recommendation of the Architectural Subcommittee regarding the Parcel 31 South. The motion passed unanimously.

Follow-up: J. Murphy - give R. Varkevisser, representative of Parcel 31 South owners, a copy of the Subcommittee's minutes and ~~the GLA minutes~~ a letter indicating approval of their subdivision.

Follow-up: M. Scoble - convey to Barbara Hopkins at the Church the status of payment of the Parcel 31 South assessments, prior to the subdivision.

4.3.3 Other Items.

Discussion: J. Murphy said she had contacted County Planner Ellen Woodbury re Ellen notifying the GLA of subdivisions that had been approved. Joan is to provide Ellen with a supply of stamped post cards addressed to the GLA; Ellen has agreed to mail one to the GLA when the county had finalized a subdivision request for a Glastonbury parcel.

J. Murphy reported that the Shirley Lloyd subdivision had been finalized.

Follow-up: Board - review resubmitted GLA Building Project Review Forms for comment by 3-30-98.

Follow-up: A. Field - revise protocol for processing subcommittee decisions and approval and bring recommendations to the 3-30-98 meeting.

Follow-up: A. Field - review the "Community of Glastonbury Policies & Standards for Subdivisions," including Section 4.4 on Installation of Utilities, for possible revision by 3-30-98.

Follow-up: "J. Murphy - develop form letter to developer to notify of subdivider assessment status by 3-9-98." *This item was deleted.*

4.4 Road Committee Report. D. Newhouse, Chair.

Discussion: H. Brailsford reported for the committee in the Chair's absence. He said that the bids for road improvements were in from Archie Mann, and that the Church said they would try to meet with the GLA by next week. Also, he said the Certificate of Insurance naming the GLA as an additional insured had been received for A. Mann, and that the Dirkers one was expected in the near future.

Follow-up: H. Brailsford - give A. Mann bids for road improvements to P. Wolberd.
Follow-up: W. Wunsch - send the Capricorn Drive letter by 3-30-98.
Follow-up: D. Newhouse - prepare road maintenance schedule for G. North and G. South following Joint Committee negotiations with the developer.
Follow-up: W. Wunsch - report on Chevy truck/plow following Joint Committee negotiations with the developer.
Follow-up: D. Newhouse - re-write Dirkers' plowing contract establishing the plowing priority of roads, then convey them to P. Wolberd for final approval before asking Dirkers to sign, by 3-30-98.
Follow-up: D. Newhouse - define snowplowing order and responsibilities and who to call re private drives, review with P. Wolberd, then present it to the proper channels for dissemination in a telephone tree by 3-30-98.
Follow-up: D. Newhouse - order next level of road grading by 3-30-98.
Follow-up: D. Newhouse - propose High South turn-around/parking area near W. Pitt property by 4-20-98.

4.5 Nominating Committee Report. No report.

4.6 Complaint Committee. J. Murphy, Chair.
Discussion: J. Murphy distributed final copies of the Complaint Committee Protocol.
Follow-up: J. Murphy - submit a recommendation to the Board by 4-20-98 regarding the W. Pitt complaint.

4.7 Land Use Master Plan Advisory Committee. D. Kehoe, Jr., Chair.
Discussion:
➪ J. Murphy reported that she had placed a list of committee chairs at each Teaching Center and in the Glastonbury Herald. D. Kehoe, Jr. distributed redrafted Committee Operational Procedures, and they were approved by consensus.
➪ D. Kehoe, jr. mentioned that the circular issued by a group called The Committee for a More Perfect Union had used drawings from Michael Van Hausen that had been paid for by the GCPC in their recently published circular. He said Van Hausen had sent a letter to William Davis in response to a call from Davis, and that it seemed Van Hausen was under the impression that this group was a branch of the GLA. Van Hausen had also sent a copy to P. Wolberd for the GLA, along with four copies of a 47-page updated Land Use Master

Plan, which was expected to arrive in the mail any time. D. Kehoe said Van Hausen said the new Plan establishes links with the County's Master Land Use Plan. There was discussion regarding the fact that no Board member had given Van Hausen authorization for this next step.

➪ Regarding the circular distributed by The Committee for a More Perfect Union, P. Wolberd said many people had called him to discuss the circular, as there wereconcerns regarding the lack of financial statements or other types of financial information typically found in a company prospectus. Another member noted that each page of the circular had been copyrighted, including the pages with the drawings that had been paid for by the GCPC, the predecessor of the GLA. It was noted that there was some confusion within Glastonbury as to whether or not The Committee for a More Perfect Union was a committee of the GLA. P. Wolberd asked the Board if they felt it should send a list of questions and concerns to The Committee to give them a chance to explain their point of view. There was discussion regarding discussing the issue with the GLA attorney, to see if the GLA had an involvement in the matter.

Action: D. Kehoe, Jr. moved, P. Keathley seconded that the GLA take the matter to the GLA attorney, using questions to be written down by a committee composed of D. Kehoe, Jr., P. Wolberd and P. Keathley, in order to get his advice concerning any potential GLA liability or accountability involving The Committee for a More Perfect Union. The motion passed unanimously.

Action: A. Field moved, M. Scoble seconded that the GLA limit the attorney to 3 hours of work on this matter. The motion passed unanimously.

Follow-up: D. Kehoe, Jr., P. Wolberd and P. Keathley - write down questions and present them to the attorney, and conveying 3 hour time constraint.

Follow-up: P. Wolberd - ask Anita Wolberd to give updated LUMP from Van Hausen to J. Murphy once it is received in the mail. J. Murphy - make and deliver copies to D. Kehoe, Jr. for the commitee's review.

4.8 High South Fire Water Reservoir Advisory Committee.

Report carried over to next meeting.

Follow-up: W. Wunsch - develop a proposal of alternatives for the Board to consider, including cost projections and time frame, by 3-30-98.

5. Ombudsmen Reports. A final version of Definitions and Functions of Ombudsmen was distributed, and was approved by the Board.

6. **Unfinished Business --**

6.1 Bylaws/Covenants Voting Discrepancies. Carried over to next meeting.
Follow-up: Board - review memo for comment on 4-20-98.

6.2 Association Letterhead.
Discussion: J. Murphy reported that there had been no community response to the telephone tree soliciting letterhead ideas, but that she would put the request in the Glastonbury Herald, and would also be contacting directly certain artistically-inclined community members who might be able to help.
Follow-up: J. Murphy - contact artistic individuals re helping design GLA letterhead.
Follow-up: W. Wunsch - find out if existing COG logo is available to GLA by 3-30-98.

6.3 Office Space Needs. J. Murphy
Discussion: Mention was made that the old Glastonbury office in South Glastonbury, which is now being rented from the Church by the S.G. Teaching Center, might have space for a GLA office.
Follow-up: J. Murphy - Ask D. Kehoe, Sr. if the Teaching Center contract with the Church will allow subcontracting by other parties.

6.4 Filing Liens when Assessments Owed. Tabled. (See 7.3)

7. **Tabled Business --**

7.1 Noxious Weed and Pine Tree Infestations Committee(s) Formation.
7.2 Should the GLA Accept Responsibility for Maintenance of Subdivision Roads? (D. Newhouse)
7.3 Filing Liens when Assessments Owed. (From 6.4 above.)
7.4 Study guidelines for tree removal. (P. Hoag)

8. **New Business --**

8.1 GLA Emergency Fund. (P. Wolberd)
Discussion: P. Wolberd suggested a fund of approximately 10% of the GLA income for emergency purposes.

Follow-up: Finance Committee - consider such a fund and make recommendations at the next meeting on 3-30-98.

8.2 Community Center Development. (P. Wolberd)

Discussion: P. Wolberd said he wondered if the GLA wanted to pursue this for North Glastonbury for the upcoming building season. H. Brailsford said he felt it was premature, as no land had yet been granted by the Church. There was consensus to wait to see if and what land was granted.

8.3 Feedback Regarding Media Statements. (W. Wunsch)

Discussion: W. Wunsch said that he had been surprised by *The Livingston Enterprise* article regarding the opening of the sale of Glastonbury land to local realtors, since the Church had not notified the GLA in advance of the story, as had been requested in the past. It was agreed that the GLA should give the Church feedback that they expected advance notification of a story involving Glastonbury, in order to be prepared to deal with the ramifications of that story.

Follow-up: P. Wolberd - Call Chris Kelly and let him know that the GLA would prefer input prior to media coverage concerning Glastonbury.

9. **Open Floor Comments** – None.

10. **Next Meeting** -- The next meeting will be at 7:00 p.m. on Monday, March 30, 1998 at the Thomas More School in North Glastonbury.

11. **Adjournment** -- The meeting was adjourned at 9:45 pm.

Lucia Hodges

Submitted by Lucia Hodges
Assistant Secretary

1998-03-09_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
March 9, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

Follow-up: P. Wolberd - Give M. Scoble a sample Treasurer's rpt. by 3-9-98

Follow-up: M. Scoble - Write finalize petty cash procedure, copy to J. Murphy by 3-9-98

Follow-up: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 4-20-98

Follow-up: M. Scoble - Prepare Disbursement of Funds procedure by 3-16-98

Follow-up: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets

Follow-up: M. Scoble - Send a copy of the John Hazen assessment notice to J. Hazen by 3-9-98

Follow-up: P. Wolberd - Give D. Newhouse a copy of the GCPC budget proposal on road maintenance by 3-9-98

Follow-up: All Committee Chairs - Develop a committee budget by 3-30-98

Follow-up: J. Murphy - Send a letter to the District Court re Parcel 47 North assessments due

Follow-up: M. Scoble - Prepare a draft letter to send to landowners requesting a break-down of assessment fees prior to 1998

Follow-up: M. Scoble - Respond to Baylors and others who have written by 3-9-98

1 of 4

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
March 9, 1998

4.2 Finance Committee Report - Maria Scoble, Chair

Follow-up: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed after the next billing cycle in April

4.3 Architecture Subcommittee - Philip Hoag, Chair

Follow-up: Board - Review GLA Building Project Review Forms for comment by 3-9-98

Follow-up: P. Hoag - Develop protocol for committee decisions and approval by 3-9-98

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 3-9-98 mtg.

Follow-up: J. Murphy - Develop form letter to developer to notify of subdivider assessment status by 3-9-98

Follow-up: J. Murphy - Send assessment status letter re Shirley Lloyd property by 3-9-98

Follow-up: J. Murphy - Contact Ellen Woodbury re notifying GLA of County subdivision approvals by 3-9-98

4.4 Road Committee Report - David Newhouse, Chair

Follow-up: W. Wunsch - Send the Capricorn Drive letter by 3-9-98

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations

Follow-up: W. Wunsch - Report back on Chevy snowplow negotiations

Follow-up: D. Newhouse - Call Dirkers insurance agent and ask for a Certificate of Insurance naming the GLA as an additional insured by 3-9-98

Glastonbury Landowners Association
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Follow-up: D. Newhouse/J. Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed, from Michael Dirkers & review with P. Wolberd by 3-9-98

Follow-up: D. Newhouse - Route road engineer invoice to treasurer upon receipt

Follow-up: D. Newhouse - Define snowplowing priorities & who to call re private drives, information to Board by 3-9-98

Follow-up: D. Newhouse - Order next level of road grading by 3-9-98

Follow-up: D. Newhouse - Propose High South turn-around/parking area near W. Pitt property by 4-20-98

4.5 Nominating Committee Report

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: J. Murphy - Submit a recommendation to the Board re W. Pitt/ Alfaro complaint by 4-20-98

4.7 Land Use Master Plan Advisory Committee - D. Kehoe, Jr., Chair

Follow-up: J. Murphy - Place list of committee chairs at each T.C. re who to call regarding meeting schedule by 3-9-98

Follow-up: D. Kehoe - Redraft committee protocol by 3-9-98

Follow-up: P. Hoag - Study guidelines for Tree removal by 3-9-98

4.8 High South Fire Water Reservoir Advisory Committee - W. Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 3-9-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
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6.1 By-Laws/Covenants voting discrepancies

Follow-up: Board - Review memo for comment on 3-9-98

6.2 Association Letter Head

Follow-up: J. Murphy/L. Matthews - Draft a Telephone Tree soliciting ideas for a GLA letterhead/logo design by 3-9-98

Follow-up: W. Wunsch - Find out if existing COG logo is available to GLA by 3-9-98

6.3 Office space needs - J. Murphy

6.4 Filing Liens when assessments owed - P. Hoag

7. Tabled Business

7.1 Noxious Weed Committee Formation

7.2 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

8. New Business

8.1

8.2

8.3

8.4

8.5

8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., March 30, 1998, North Glastonbury

11. Adjournment

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Telephone Tree

From: GLASTONBURY LANDOWNERS ASSOCIATION
To: Glastonbury Landowners
Date: February 21, 1998

1. Beginning in March, the Board of Directors meetings will be held every three weeks. The next two meetings are scheduled for March 9, 1998 at South Glastonbury Teaching Center and March 30, 1998 at Thomas More School. Meetings are on Monday evenings at 7:00 p.m.

2. If anyone wishes to attend sub-committee meetings, please contact the following chairpersons:

Maria Scoble (333-4306)	Finance Committee
David Newhouse (333-4242)	Road Committee
Philip Hoag (333-4707)	Architectural Committee (includes subdivisions)
Joan Murphy (333-4792)	Complaint Committee
Daniel Kehoe, Jr.(333-4222	Land Use Master Plan Advisory Committee

3. The Board of Directors is looking to Glastonbury's artistic residents for assistance in creating a logo for the GLA letterhead. Those interested in participating in this project, please call Joan Murphy at 333-4792 or Laurel Matthews at 333-4565.

Complaint Committee Protocol
Adopted February 16, 1998

1. Complaint. Once a Director receives a complaint form, they shall forward it to the Complaint Committee Chairman to be put on the agenda of the next Committee meeting for review. At that meeting the Committee shall determine and investigate if necessary whether the complaint requires action on the part of the GLA Board or should be returned for clarification or completion.

2. Investigation and Informal Resolution. On complaints that appear to require the Board's action, the Complaint Committee shall investigate the complaint and solicit a response from the alleged violator. If the approach of the Committee to rectify the situation is successful the matter is considered resolved. If the approach of the Committee is not successful, the Committee shall report their findings to the Board.

3. First Notice. If the Board deems it necessary to proceed on behalf of the Landowners to rectify the situation, the Board shall send the Landowner named in the Complaint a First Notice describing:

A.) the nature of the alleged violation;
B.) the requested remedial action to be taken; and
C.) define the ten (10) day period within which the alleged violator may present to the Board a written request for a hearing or a written rebuttal regarding the Complaint.

If this Notice and subsequent actions brings about a resolution to the Complaint, the Board will send a Resolution Confirmation letter to the violator with a copy to the complainant.

4. Second Notice. If the Board finds it necessary to take stronger measures to resolve the violation described in the Complaint due to the response or lack of response of the Landowner named in the Complaint, the Board shall send the alleged violator a Second Notice that may include any of the substance of the First Notice and shall also include:

A.) the proposed sanction to be imposed or action to be taken by the Board; and
B.) a statement that the proposed sanctions or actions shall be imposed as contained in the notice unless a challenge is begun within ten (10) days of the mailing of the notice.

If a timely challenge is not made, the sanction stated in the notice shall be imposed or the action deemed necessary shall be started. If the violation is resolved within the ten day period, the Board may suspend the proposed sanction or action. Such suspension shall not constitute a waiver of the right to sanction future violations of the same or other provisions by any person.

5. Hearing. If a hearing is requested within the allotted ten day period, the hearing shall be held before the Board members who are not on the Complaint Committee investigating that particular complaint or such impartial body as the Board may appoint. The Landowner in question shall be afforded a reasonable opportunity to be heard. Prior to the effectiveness of any sanction, proof of proper notice shall be placed in the Minutes of the meeting. Such proof shall be deemed adequate if a copy of the notice, together with a statement of the date and manner of delivery, is entered by the person who delivered such notice. The notice requirement shall be deemed satisfied if the alleged violator or his representative appears at the meeting. The Minutes of the meeting shall contain the results of the hearing and the sanction, if any, imposed or any action that the Board decides to take, unless a decision for action is deferred for further study.

5 Enforcement Action. In the event that a Landowner continues to violate the Covenants, ByLaws, Rules, regulations or Community Standards, after being served a Notice by the Board and the ten day period for a hearing has elapsed, the Board may elect to enforce any such provision by suit at law to obtain injunctive relief, compliance monetary damages or any other legal remedy available.

Committee Operational Procedures
Adopted February 16, 1998

1. Committee Formation. The Glastonbury Landowner's Association (GLA) Board, by its power to create committees, may create Board Committees that are authorized to act on behalf of the Board and advisory committees that perform a task and report back to the Board. All Board Committees must have at least two GLA Board members on them.

Upon authorization of the GLA Board to form a committee, the committee chairman or co-chairmen shall form the committee through invitation and/or a request for volunteers as is deemed appropriate by the Board for that specific committee. The number of committee members is left to the discretion of the committee chairman and the chairman's ability to find staffing. The Board may augment the staffing if it finds that the committee is not performing its duty due to understaffing.

The elements that a chairman would be expected to look for in committee members would be, but not limited to:

- area of personal expertise;
- ability to devote time and energy to the committee and project at hand;
- ability to work in harmony with committee members and respect their time, views, and work;
- cross-section of Glastonbury population representation.

2. Purpose Defined. The initial meeting of the committee, if the nature of the committee is to handle a single task, shall be to set a timetable and manner for completing the assigned task. If the nature of the committee is to perform an ongoing duty authorized by the GLA Board, the first meeting shall be to establish the procedure for carrying out the responsibility assigned to it, unless that has been previously been done in a GLA Board meeting.

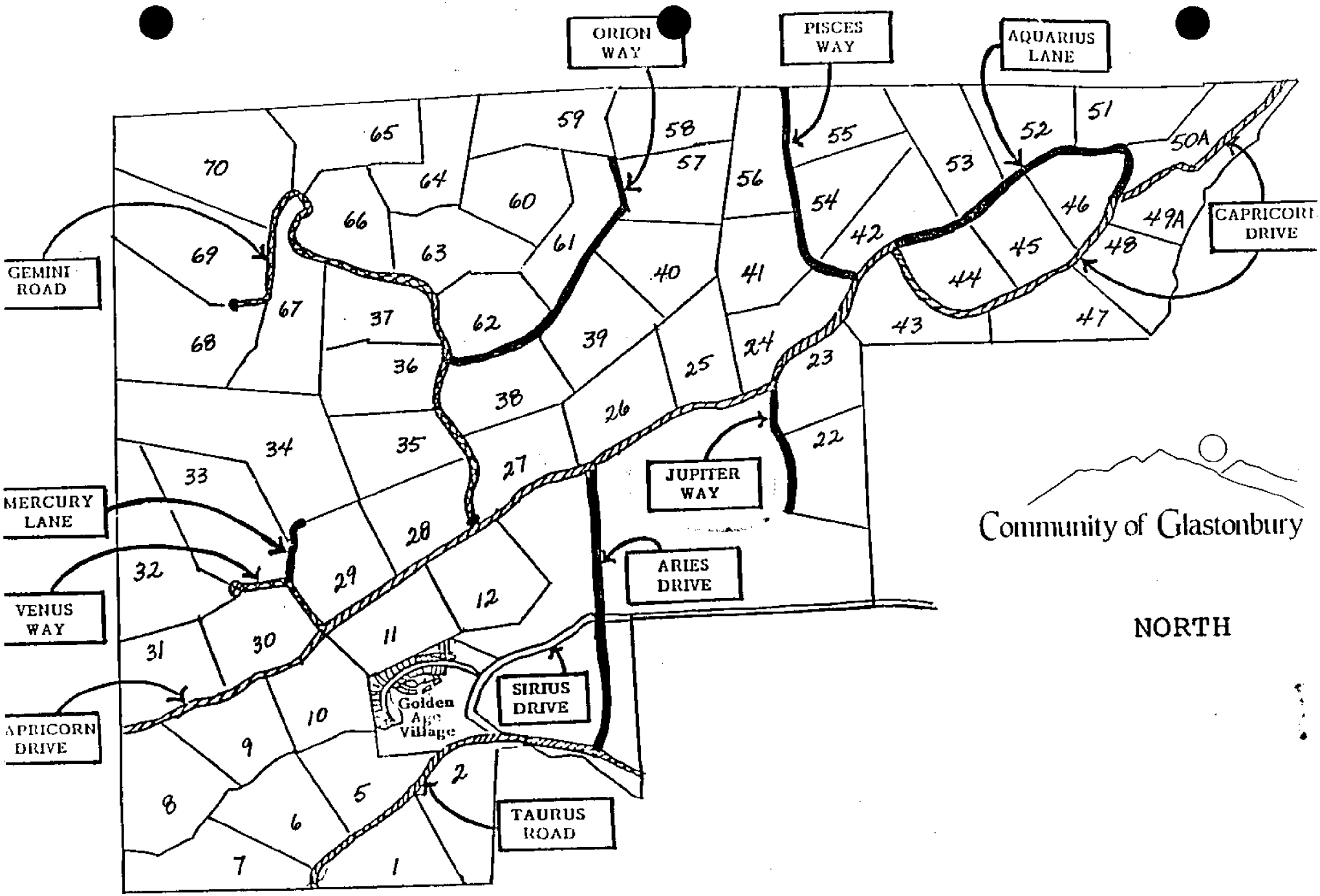
3. Reporting. As is deemed necessary due to the nature of the committee, the committee shall report its findings, recommend actions or update the Board on recent activities at the regular GLA Board meetings.

The committee shall present to the GLA Board the tentative timetable and manner for completing the task for Board approval and authorization on tasks that :

A.) will have a significant effect on the operation of the GLA or Glastonbury; or
B.) will have an effect on the GLA's public image or interaction with the county, state or federal government; or
C.) due to the nature of the task, are required to by the GLA Board.

4. Meetings. The committee shall meet as often as is necessary to complete its task within the timetable established or to effectively perform the service authorized by the Board. All committee meetings shall be open unless otherwise approved in advance by the Board. Notice and minutes of meetings of Committees of Directors shall be as set forth in the GLA ByLaws. All committees shall keep minutes as set forth in the GLA ByLaws. Notice of any committee meeting shall be given to Landowners who request such notice.

5. Dissolution. The Committee may be dissolved upon discharging its task and delivering its final report to the Board or upon action of the GLA Board.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Community of Glastonbury
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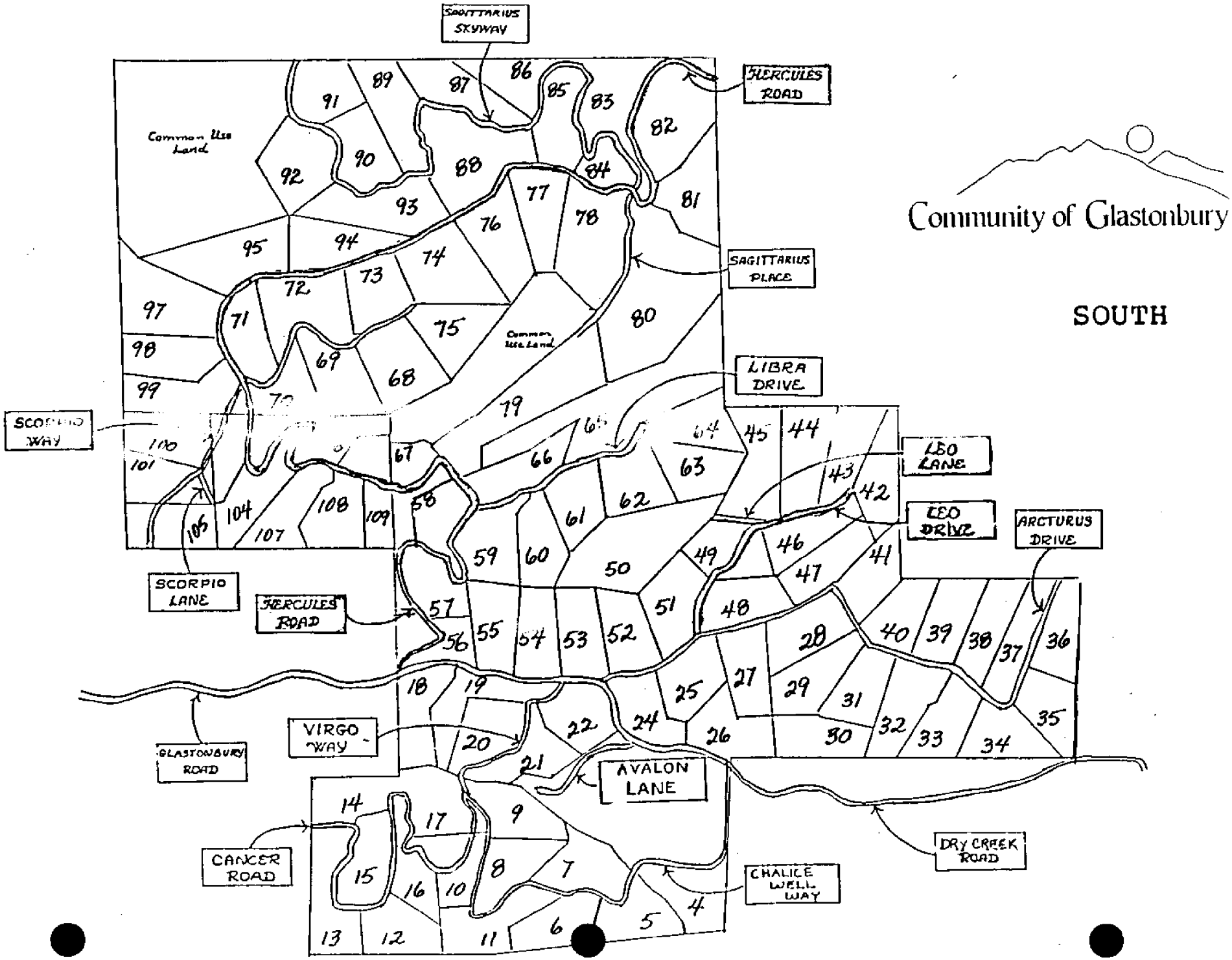

Community of Glastonbury

SOUTH

From: Specifications and Standards for Gravel Road Construction, Rev.87-1

Table 1: DESIGN SPECIFICATIONS - COMMUNITY ROADS

Minimum Right of Way (Easement)	60 feet
Normal Width of Driving Surface	24 feet
Minimum Width of Driving Surface in Mountainous Terrain	20 feet
Maximum Grade	12%
Maximum Continuous Grade For More Than 500 Ft	10%
Minimum Road Visibility	240 feet
Minimum Frequency of Turnouts in Sections Narrower Than 24 Feet	500 feet
Minimum Turning Radius	50 feet
Depth of Base Course Rock	9 inches
Depth of Crushed Surface Gravel	3-6 inches
Rock & Gravel Specification	see Table 6
Compaction	see Section 4.3
Angle of Repose on Cuts and Fills	see Table 5
Drainage	see Section 4.5
Dead Ends	Cul de Sac or Adequate Turn Around

1998-03-30_BDGN_Draft.pdf

Glastonbury Landowners Association
Board of Directors Meeting

- Draft - Corrections on pg 5

Minutes
March 30, 1998

1. **Call to Order, Prayer** - Patrick Wolberd opened the meeting at 7:08 p.m.

Present: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Philip Hoag, Andrew Field, Peggy Keathly, Walter Wunsch and David Newhouse. Margaret Roach and Laurel Matthews, Ombudsmen, were also present.

Absent: Horus Brailsford, Linda Kremer and Philip Covington.

2. **Reading and Disposition of Minutes** - The minutes of 3-9-98 were corrected and approved.

3. **Order of Business** - The following item was discussed out of order.

3.1 (Agenda Item 8.5) Replacement of Assistant Secretary

Discussion: Joan Murphy read the letter of resignation from Lucia Hodges as Assistant Secretary. Other duties do not allow her to continue to fill this position. In her letter L. Hodges suggested that the position be a paid one since no volunteer could be found. She stated that at least seven hours of work was involved with each Board meeting.

Action: Joan Murphy moved that the GLA Board of Directors hire someone to be an Assistant Secretary, whose responsibility will be to take the minutes of the Board meetings and to transcribe those minutes, the fee for these services to be $45.00 per meeting. A. Field seconded the motion. Motion carried unanimously

.Action: Maria Scoble moved and Joan Murphy seconded the motion to have LaurelMatthews fill the position of Assistant Secretary. Motion carried unanimously. J. Murphy suggested sending a thank you letter to Lucia Hodges.

Follow-up: J. Murphy will send the letter to L. Hodges thanking her for her services.

4. Reports of Officers and Committees -

4.1 Treasurer's Report. Maria Scoble, Treasurer

M. Scoble distributed the Glastonbury Landowners Association Profit and Loss Statement for January 1 through February 28, 1998. Copy of this statement is filed herewith.

Discussion: Format of this statement was accepted by consensus. A. Field suggested the addition of a balance sheet and P. Wolberd stated a budget sheet was needed. The Board agreed that the profit and loss statement and the balance sheet should be submitted monthly and the budget sheet presented quarterly. M.Scoble stated that if everyone paid their assessments, the total would be $100,000.00.

Follow-up: M. Scoble notify D. Holm Office re additional rets for 1st quarter by 4-20-96.

Follow-up: IRS Tax Forms - M. Scoble contacted Dan Kehoe, Sr. re IRS tax forms. D. Kehoe, Sr. replied none had been filed. M. Scoble stated that D. Holm, accountant, is in the process of securing the IRS tax exempt status for the GLA.

Action: A. Field moved and M. Scoble seconded the motion to authorize Dan Kehoe, Jr. to call Melanie at the Holm Accounting Firm to answer questions about the tax exempt status, and if needed, authorize Melanie to call John Glover, Bozeman lawyer, for further information. Motion passed unanimously.

Follow-up: M.Scoble/P. Keathly - To write accounting procedures as per D. Holm accounting needs by 4-20-98.

Follow-up: M. Scoble - To prepare Disbursement of Funds procedure by 4-20-98.

Follow-up: M. Scoble/J. Murphy - To prepare a supplies purchase proposal after receipt of committee budgets by 4-20-98.

Follow-up: All Committe Chairs - To develop a committee budget by 4-20-98.

Follow-up: Letter to District Court re Parcel #47 - J. Murphy read the draft copy of the letter to be signed by the President and sent to Judge Swandel re partitioning of Parcel #47. The letter included the breakdown of the monies owed in past assessments by each tennant-in-common. P. Wolberd stated that Margaret Roach's zero balance should also

be included and it was suggested that the page from the covenants stating obligation of all landowners to pay assessments be included with the letter, as well as the photo copies of all cancelled checks available showing payments from all tennants-in-common; copies of this letter to go to all landowners involved. Court date hearing is May 28, 1998.

Action: J. Murphy moved and P. Keathly seconded the motion to send this letter as amended to Judge Swandel. Motion carried unanimously.

Follow-up: J. Murphy - Send Parcel 47 letter to Judge Swandel by 4-20-98.

Follow-up: M. Scoble presented the draft letter to be sent to landowners explaining the breakdown of assessment fees beginning in 1998, and the past due assessments that may have been billed to the primary landowner, the one responsible for the collection of each portion of the fee of each tennant-in-common.

Discussion: It was reiterated in reference to the sale of property in Glastonbury that all assessments must be paid prior to the transfer of ownership. It was suggested to include the letter explaining the Protocol for Processing Reviews with the current quarterly bill mailing due to go out shortly. P. Wolberd suggested that one message at a time be disseminated.

Action: M. Scoble moved and A. Field seconded the motion to send the letter clarifying assessments, as amended, with the next statement to landowners. Motion carried unanimously.

Follow-up: M. Scoble - Send approved letter by 4-20-98.

Follow-up: W.Wunsch called R. Slavenas and left a message on the answering machine. Voice contact was never accomplished. W. Wunsch will try again to reach this landowner and explain why the request for a more gradual assessment cannot be carried out. - Effort to be accomplished by 4-20-98.

M. Scoble stated that she had received a note from Thomas Burns representing Chalice

Well Shelter indicating that the $240.00 assessment for the Shelter was excessive.

Follow-up: A. Field will call T. Burns and explain that these assessments are what the GLA members have ratified, by 4-20-98.

4.2 Finance Committe Report. Maria Scoble, Chair.

No report.

Follow-up: R. Varkevisser - To call some of the landowners regarding delinquent accounts as needed after the next billing cycle in April, by 5-11-98.

Follow-up: M. Scoble - To develop recommendation re emergency fund by 5-11-98

4.3 Architectural Subcommitte. Andrew Field, Chair.

Follow-up: Board - Review GLA Building Project Review Forms for comment. Project is waiting for comments and write-ups; carried forward for final approval on 4-20-98.

Follow-up: Draft of Protocol for Processing Reviews by the Architectural Subcommittee of the Project Revew Committee was submitted to the GLA Board for approval. Copy of this procedure is filed herewith.

Discussion: William Smith who was present at the Board meeting asked if there was a time line indicated for completion of the review procedures, stating that at county level the time line is 35 days and at state level the time line is 65 days. A. Field said there was no time line indicated. P. Wolberd suggested adding "in a timely manner"after the second paragraph.

Action: A. Field moved and P. Hoag seconded the motion to adopt the Protocol for Processing Reviews of 3-30-98 as amended. Motion carried unanimously.

Follow-up: P. Hoag - To review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision,

4 of 11

completion date to be determined on 4-20-98.

Follow-up: J. Murphy gave R. Varkevisser, representative of Parcel 31 South owners, a copy of the subcommittee's minutes and ~~the GLA minutes~~ letter indicating approval of their subdivision.

Follow-up: M. Scoble - To convey to Barbara Hopkins, at the developer office, the status of payment of Parcel 31 South assessments prior to the subdivision.

Discussion: W. Smith, familiar with the process of subdivision of Parcel 10 North (Jack Baughman), confirmed that up-grades, including water supplies, were completed. Jack Baughman, being advised that assessments had to be paid prior to finalizing subdivision, stated he would send check immediately.

Follow-up: A. Field - Draft notice letter to Developer for secretary to send.

Action: A. Field moved and P. Hoag seconded the motion to approve subdivision of Parcel 10 North as soon as Treasurer confirms the assessments are paid through the first quarter of 1998. Motion carried unanimously.

Follow-up: J. Murphy will send letter to office of Edward Francis confirming the GLA approval as soon as Treasurer confirms payment of assessments.

4.4 Road Committee Report. David Newhouse, Chair.

Follow-up: W. Wunsch - Letter to the County about Capricorn Drive will be revised since dumpsters have been removed by the County from both North and South Glastonbury. However, County still needs to be asked to remedy problem of water collection at the bottom of hill near Hwy 89 on Capricorn; letter to be written and sent by 4-20-98.

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations.

Follow-up: W.Wunsch - Report back on Chevy snowplow negotiations.

Follow-up: D. Newhouse - Call Dirkers insurance agent and ask for a Certificate of Insurance naming the GLA as an additional insured.

Follow-up: D. Newhouse/J. Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed, from Michael Dirkers and review with P. Wolberd. The GLA needs a simply worded and typed contract written under M. Dirkers name with a certificate of insurance addressed to the President of Board. Contract needs to spell out that Dirkers is a contractor and paid by the hour; this contract to be brought to Board by 4-20-98.

Follow-up: D. Newhouse -- Define snowplowing priorities and who to call re private drives. Priorities have already been set by Board; i.e. North Glastonbury primary roads, South Glastonbury primary roads, then secondary roads, etc. This needs to be defined on paper; information to the Board by 4-20-98.

Discussion: - Subdivision Roads - D. Newhouse asked about possibility of plowing and maintaining subdivision roads. P. Wolberd responded that he interpreted subdivision roads to be "private roads", to be maintained by individual landowners; that the GLA should be careful of taking on too much responsibility for too many miles of roads, which might change liability insurance and would increase liability insurance. Owners of subdivisions can bring a written proposal to the GLA concerning their roads if they wish maintenance from the GLA; these issues then can be discussed.

(Agenda Item 8.4) Subdivison Discussion - Taken out of order

D. Newhouse asked what reaction there would be to having a subdivision of 1- acre lots; that there is a possibility of buying Parcel 19 North which could lend itself to creating 1-acre lots, with a road through it.

Discussion: D. Newhouse indicated that Ellen Woodbury was in favor of high density housing. J. Murphy stated that this probably will be regulated under the LUMP. P. Wolberd pointed out that the draft LUMP does favor cluster housing with space around

each cluster and that a developer might want to consider this arrangement instead of individual houses on 1- acre lots; the bottom line being that the LUMP has not yet been approved and that developers need to make a case with the LUMP committee.

4.4 Continued

Follow-up: D. Newhouse - Order next level of road grading

Discussion- D. Newhouse reported that he is in the process of checking the roads. The road maintenance from the post office in Emigrant to Golden Age Village (a portion of Serius) needs to be negotiated with the Ranch. P. Wolberd stated that D. Newhouse should come back to the Board when the money for maintenance is exhausted. GLA needs copy of the road negotiation report from subcommittee.

Follow-up: D.Newhouse - To provide copy to Secretary.

Follow-up: D. Newhouse - Propose High South turn-around/parking area near W. Pitt property by 4-20-98.

4.5 Nominating Committee Report. No report.

4.6 Complaint Committee. Joan Murphy, Chair.

Follow-up: J. Murphy - Submit a recommendation to the Board re W. Pitt/Alfaro complaint by 4-20-98.

4.7 Land Use Master Plan Advisory Committee. Daniel Kehoe, Jr, Chair.

Follow-up: D. Kehoe, Jr. submitted draft letters to be sent to John T. Glover, Berg Law Firm, and Davies Anderson, Chairman of Golden Age Cooperative Development Fund, re the circular of the GACD Fund, using Michael Van Hausen's illustrations, ideas, etc.

Discussion: D. Anderson sent letter to J. Murphy, which was read to the Board, encouraging discussions with the GLA Board before the Easter Conference. GLA needs

to have a written response to the questions incorporated in the draft letter dated 3-31-98. P. Wolberd stated he did not wish the GLA to appear hostile yet certain questions need clarification. He further stated that most of the community believe that the GACD is endorsed by the GLA, which, in fact, is erroneous, and that there was a great deal of misunderstanding between M. Van Hausen, the GACD and the GLA (which developed out of the GCPC); that M. Van Hausen believed that the GADC was , in reality, a focus group of the GCPC and had the endorsement of the GLA.

Action: D. Kehoe, Jr. moved and A. Field seconded the motion that the letter dated 3-31-98 to John Glover be sent as amended. Motion carried unanimously.

Action: P. Keathly moved and W. Wunsch seconded the motion that the letter of 3-31-98 to D. Anderson be sent as amended, with copies to GADC Board. Motion carried unanimously.

These letters are filed herewith.

Follow-up: P. Wolberd - P. Wolberd distributed LUMP Draft update to LUMP Chair.

Discussion: P. Wolberd suggested the LUMP Committee meet and write a letter to M. Van Hausen explaining what we can or cannot use and define time lines, this letter to be sent under the President's signature, reinforcing the fact that there is no input from the GLA. The letter should state that the price is negotiable, making a counter offer to Van Hausen for the portions we can use. If he is unwilling to negotiate then the Plan should be sent back unused.

Follow-up: D. Kehoe, Jr. will call M. Van Hausen acknowledging receipt of the material.

4.8 High South Fire Water Reservoir Advisory Committee. Walter Wunsch, Chair.

Follow-up: W. Wunsch - To develop a proposal of alternatives for Board to consider, including cost projections and time frame by 5-11-98.

5. **Ombudsmen Reports** - No Report

6. **Unfinished Business.**

6.1 By-Laws/Covenants Voting Discrepancies.

Follow-up: Board - Review memo for comments on 4-20-98.

6.2 Association Letterhead.

Discussion: J. Muphy and L. Matthews both reported there were no responses to invitations (via phone tree) to create a letterhead .

Follow-up: J. Murphy will contact some appropriate sources for the creation of the letterhead and report back on 4-20-98.

Follow-up: W. Wunsch - To find out if existing COG logo is available to GLA by 4-20-98.

6.3 Office Space Needs. J.Murphy

Follow-up: J. Murphy - To check with D. Kehoe, Sr. re office availability at new TC location by 4-20-98.

6.4 Media Statements by Church.

Follow-up: P.Wolberd - P.Wolberd contacted Chris Kelly via voice mail but did not make voice contact re coordinating media releases. - Complete contact by 4-20-98.

7. **Tabled Business**

7.1 Noxious Weed Committee Formation.

7.2 Should GLA accept responsibility for maintenance of subdivision roads? D. Newhouse - Discussed under 4.4.

7.3 Filing liens when assessments owed. - P. Hoag.

7.4 Study guidelines for tree removal. - P. Hoag.

8. New Business

8.1 Proxies - Patrick Wolberd

Discussion: P. Wolberd stated the Board should have a policy regarding proxies for Board meetings and that the number of proxies could be applied to make the quorum but that the number of proxies should not be greater than the number of people physically present.

Action: P. Keathly moved and P. Hoag seconded the motion to permit only one proxy per person present. Motion carried unanimously.

8.2 Covenant Agreement - Joan Murphy

8.3 Davies Letter (See Item 4.7) - Daniel Kehoe, Jr.

8.4 Subdivisions (See Item 4.4) - David Newhouse

8.5 Secretary Replacement (See Item 3.1) - Joan Murphy

9. Open Floor Comments - None

10. Next Meeting - The next meeting will be Monday, 7:00 p.m., April 20, 1998, at the South Glastonbury Teaching Center.

10 of 11

11. **Adjournment** - The meeting was adjourned at 10:23 p.m.

Respectfully submitted by

Laurel Matthews

Laurel Matthews

Assistant Secretary

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
March 30, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

Follow-up: M. Scoble - Have D. Holm produce monthly financial reports for the Board 3-30-98

Follow-up: M. Scoble - Call D. Kehoe, Sr. re IRS tax status forms.

Follow-up: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 4-20-98

Follow-up: M. Scoble - Prepare Disbursement of Funds procedure by 3-30-98

Follow-up: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets

Follow-up: All Committee Chairs - Develop a committee budget by 3-30-98

Follow-up: J. Murphy - Send a letter to the District Court re Parcel 47 North assessments due, include info obtained from Scoble & Hoag by 3-30-98

Follow-up: M. Scoble - Prepare a draft letter to send to landowners requesting a break-down of assessment fees prior to 1998 by 3-30-98

Follow-up: W. Wunsch - Call R. Slavenas and explain the reasons why their request for a more gradual assessment increase can't happen by 3-30-98

4.2 Finance Committee Report - Maria Scoble, Chair

Follow-up: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed after the next billing cycle in April

Follow-up: M. Scoble - Develop recommendation re emergency fund by 3-30-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
March 30, 1998

4.3 Architecture Subcommittee - Philip Hoag, Chair

Follow-up: Board - Review GLA Building Project Review Forms for comment by 3-30-98

Follow-up: P. Hoag - Develop protocol for committee decisions and approval by 3-30-98

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 3-30-98

Follow-up: J. Murphy - Give R. Varkevisser, representative of Parcel 31 South owners, a copy of the subcommittee's minutes and the GLA minutes indicating approval of their subdivision by 3-30-98

Follow-up: M. Scoble - Convey to Barbara Hopkins, at the developer office, the status of payment of Parcel 31 South assessments, prior to the subdivision

4.4 Road Committee Report - David Newhouse, Chair

Follow-up: W. Wunsch - Send the Capricorn Drive letter by 3-30-98

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations

Follow-up: W. Wunsch - Report back on Chevy snowplow negotiations

Follow-up: D. Newhouse - Call Dirkers insurance agent and ask for a Certificate of Insurance naming the GLA as an additional insured by 3-30-98

Follow-up: D. Newhouse/J. Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed, from Michael Dirkers & review with P. Wolberd by 3-30-98

Follow-up: D. Newhouse - Define snowplowing priorities & who to call re private drives, information to Board by 3-30-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
March 30, 1998

Follow-up: D. Newhouse - Order next level of road grading by 3-30-98

Follow-up: D. Newhouse - Propose High South turn-around/parking area near W. Pitt property by 4-20-98

4.5 Nominating Committee Report

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: J. Murphy - Submit a recommendation to the Board re W. Pitt/ Alfaro complaint by 4-20-98

4.7 Land Use Master Plan Advisory Committee - D. Kehoe, Jr., Chair

Follow-up: D. Kehoe, Jr., P. Wolberd & P. Keathley - Develop questions for attorney re Golden Age Cooperative Fund and draft letter to attorney and directors of GACF by 3-30-98

Follow-up: P. Wolberd - Distribute LUMP Draft update to LUMP Chair

4.8 High South Fire Water Reservoir Advisory Committee - W. Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 3-30-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

Follow-up: Board - Review memo for comment on 4-20-98

6.2 Association Letter Head

Follow-up: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design

Follow-up: W. Wunsch - Find out if existing COG logo is available to GLA by 3-30-98

6.3 Office space needs

3 of 4

Glastonbury Landowners Association
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Follow-up: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 3-30-98

6.4 Media Statements by Church

Follow-up: P. Wolberd - Call Chris Kelly re coordinating such releases

7. Tabled Business

7.1 Noxious Weed Committee Formation

7.2 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Filing Liens when assessments owed. - P. Hoag

7.4 Study guidelines for Tree removal - P. Hoag

8. New Business

8.1

8.2

8.3

8.4

8.5

8.6

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., April 20, 1998, South Glastonbury

11. Adjournment

4 of 4

03/30/98

GLASTONBURY LANDOWNERS ASSOCIATION
Profit and Loss
January 1 through ~~March 30, 1998~~ February 28 2/28

	Jan 1 - ~~Mar 30~~, '98
Income	
Assessment Prior to 1998 Paid	4,240.18
Land & Dwelling Assessment	
Dwelling Assessment	8,513.09
Golden Age Village Assessment	1,470.00
Land Assessment	13,026.58
Total Land & Dwelling Assessment	23,009.67
Upgrade Fee	4,934.85
Total Income	32,184.70
Expense	
License & Taxes	10.00
Office Expense	311.75
Repairs & Maintenance	
Snow Fences	114.43
Total Repairs & Maintenance	114.43
Road Repairs & Maintenance	
Grading ~~& Plowing~~	487.50
Road Inspection & Report	993.34
Road Signs	55.00
Snow Plowing	1,437.50
Total Road Repairs & Maintenance	2,973.34
Total Expense	3,409.52
Net Income	**28,775.18**

CHECKING ACCOUNT BALANCE $40,074.85 ~~41,211.68~~

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

March 31, 1998

Davies Anderson, Chairman
Golden Age Cooperative Development Fund
P.O. Box 272
Emigrant, MT 59027

Dear Davies:

In regard to your letter of March 24th to Joan Murphy, which was forwarded to me, I agree that a future meeting between representatives of the Golden Age Development Cooperative Fund and the GLA would be beneficial. The Glastonbury Landowners Association Board of Directors welcomes and supports the open forum of ideas on financial investments in the development of Glastonbury. We share your goal of sustainable community development and see that the Mondragon ideals may be worthy of studied consideration by the Landowners. We are aware of the time and work you and the members of the Fund have invested to promote these ideals. Recently Board members have received calls from Landowners with questions and concerns arising from receipt of the Descriptive Circular. Some of them were confused in thinking that the Golden Age Cooperative Development Fund was a committee or representative body of the Glastonbury Landowners Association. This concern caused us to revisit and give a more in depth study of the Descriptive Circulars provided to the members of the GLA Board.

We were disturbed by the Fund's infringement on the joint property rights shared by the Church Universal and Triumphant and the GLA by the unauthorized use and copyrighting of architectural sketches that were done for the Church's Glastonbury Comprehensive Planning Committee (GCPC). The use of this material has led to some of the confusion among Landowners regarding who the Fund represents. It is disconcerting to the GLA Board that the Fund would use the proprietary materials in the Circular without the permission of the GLA.

The Board is also concerned that the Circular excludes mention of the Glastonbury Landowners Association, most glaringly in the brief history of Glastonbury on pages 11 and 12. This leads a reader to believe that the Fund's proposed buy-out of the Church's land is the only community-wide effort toward community building in Glastonbury that is happening. This omission is further reinforced on page 15 in the mention and footnote on the Land Use Master Plan. The GCPC utilized the talents of Michael Van Hausen in a series of community meetings and in developing the initial draft of Glastonbury's Land Use Master Plan in the past. The present work on the Master Plan is proceeding under the auspices of the GLA.

Many of the questions we have fielded, and our concern, is with the large scale effort to collect funds on the basis of this Circular that is missing financial information and an explanation of the operation of the Board. As you know, the Community of Glastonbury is still recovering from financial setbacks due to the building of the shelters. Much of the need for arbitration in the various

shelters was because the shelters, built in a spirit of trust and mutual concern, lacked the necessary corporate structure and clearly delineated financial information of what people were getting for their money and who would be paid and how much and who would receive equity (or nothing) for their labor. Our experience is that a good idea progressing only on the basis of trust and mutual concern leads to financial difficulty. We are interested in the growth of Glastonbury and, while your proposed endeavors may be very worthwhile, we would like to see that the Fund does indeed have the necessary structure in place and is not repeating some of Glastonbury's past mistakes.

Because of the questions and concerns received from Landowners, we have listed questions that we can't answer. The questions we have received basically comprise three areas: clarification of the finances, the background of the Fund's Board and the operation of the Fund. Your answers will help us more fully address their questions and concerns.

1. What is the organizational structure of the cooperative association?
   May the GLA Board or any of the Landowners read the co-op's charter and ByLaws?
   Does the Board remain at its present number?
   How are the Board members added, replaced or voted upon?
   Are Fund matters only voted on by the Board or are they voted on by the entire membership of the Co-operative?
   Do members of the co-op vote to approve outside financing for capitalizing the Fund, or is that only a vote of the Fund's Board?
   Do you have a mechanism for conflict resolution in the Fund's ByLaws?
   Why was the cooperative formed in Minneapolis instead of Montana?
2. May the GLA Board or any of the Landowners see the Fund's financial statement?
   What is the financial stake of the Board members in the Fund?
   What remuneration have Board members received for their services and what are the Fund's policies on Board member remuneration?
   Has anyone received capital membership stock in return for "indispensable services for organization and start-up"? If so, who and how much?
   How much has each Board member personally invested in the Fund as a personal statement of their confidence in the project?
   Where has the investment come from to bring the project to its present maturity?
   How has the money received thus far been spent?
   May we see the business plan?
   What portion of equity or revenue-sharing does the Fund expect to take from the projects it funds, or what are the guidelines for determining this amount?
3. Is the Fund planning to become the new developer of all of Glastonbury?
   Does the Fund plan to buy all the Glastonbury parcels offered by the Church before the Land Use Master Plan is approved by the Landowners?
   If the Fund's money is tied up in real estate, where will the seed money come from for economic development?
   Why not work in concert with the current developer to provide economic incentive for businesses to buy land in Glastonbury from the Church and use the Fund's resources for economic development instead of real estate development?
   How do you envision that Mr. Van Hausen will assure that Ascension Hills is integrated into the Land Use Master Plan?
   How do you see the Fund interacting with the GLA?

Are the members of the Board members in good standing of the GLA?
Have any members of the Fund's Board had specific experience running a multimillion dollar financial institution as envisioned in the Circular?
Have any members of the Fund's Board had specific experience in real estate development?
Have any members of the Fund's Board ever filed for bankruptcy?
Of the businesses listed in the Circular for the Board members, were they successful ventures?
Who authorized the use of the Community of Glastonbury Land Use Master Plan proprietary drawings?

We look forward to clear lines of communication between the Fund's Board and the GLA Board and we thank you for your consideration of the concerns of the GLA's Board and the Landowners. With respect to the Fund's representatives making a presentation or answering questions at a regular Board meeting, we will discuss where we will go with this matter at our April 20th meeting. If you could reply to our questions before that time, we will be in a better position to determine what would be the most fruitful use of your time and ours in addressing our mutual concerns for Glastonbury.

Sincerely,
Glastonbury Landowners Association, Inc.

Patrick Wolberd
President

cc. Golden Age Cooperative Development Fund Board of Directors

3/30/98

I give Dan Kehoe Jr. permission to vote by proxy for me at the March 30, 1998 meeting of Glastonbury Landowners Assoc.

Linda Kremer

Linda Kremer

interoffice
MEMORANDUM

to: GLA Board of Directors (to be read at the 3-30-98 meeting)
from: Lucia Hodges
subject: Resignation as Assistant Secretary
date: March 21, 1998

Dear Friends,

I must report that, due to work requirements, I have resigned as Assistant Secretary of the GLA. In answer to a request for assistance, I have taken a job with the Office of the President at the Church, and hope that I can also be of service in that position.

I have very much enjoyed the company of each of you at the GLA meetings, and am glad I could have served as your Assistant Secretary for the past 6 months.

I have tried to complete my duty by finding a replacement, have had some difficulty in finding a volunteer to do so, and would like to put forth the following suggestion should you also have difficulty. I estimate that, on average, I spent about 7 hours/meeting performing this service (3 hours for the meeting itself, and 4 hours typing, routing and revising the minutes). If the GLA were to pay someone $6/hour for the service, the cost would be around $42 for 3 weeks, or $14/week. While this is not a lot of money, in the absence of a volunteer it might provide enough incentive to help you find a qualified person to do the job.

From the historical perspective which I have of the Glastonbury administrative process, I feel that, due to the efforts of each of you and many others, our community is well on its way to a stable self-government. Overlooking all the usual growing pains involved in forming any new community, I find the GLA's situation very heartening.

May God bless each of you for your service to our beloved Glastonbury, Gateway to the Golden Age!

April 13, 1998

Ms. Lucia Hodges
Emigrant, MT 59027

Dear Lucia,

At the March 30, 1998 meeting of the Board of Directors of the Glastonbury Landowners Association, your letter of resignation as Assistant Secretary was read. While we regret losing you, we do understand your reasons and we wish you well in your new assignment.

We are grateful for your many months of dedicated service to our organization and we feel fortunate to have had the benefit of your considerable talents and skills. Your generosity on our behalf will long be remembered.

Gratefully,

Joan Murphy
Secretary
Glastonbury Landowners Association

Dear John,

The GLA Board needs your advice on a situation that has arisen in Glastonbury. We are concerned with the work by a group of Glastonbury residents named the Golden Age Cooperative Development Fund. They sent the enclosed letter of last July and the more recent Descriptive Circular with its February 1st cover letter. We have the following questions regarding this situation:

1. What is the GLA's potential liability regarding this Circular since the Fund's presentation of their program includes an unauthorized use of architectural sketches that the GLA's predecessor, the Glastonbury Comprehensive Planning Committee (GCPC) authorized? The sketches were paid for with funds GCPC raised and with matching funds from the Church. Many Landowners have called the Board with questions regarding the fund assuming it is a committee or offshoot of the GLA. The Fund also used the Community of Glastonbury's copyrighted name (the Church owns the copyright) without permission.

2. Would the State of Montana consider this an investment offering based on the Circular and or/the July "Dear Friends" letter? Even though there is a prominent disclaimer on the second page, pages 17, 18, 41 and the inside back cover, our reading is that it appears to be an offer of sale. If this would be viewed by the State as an investment offering, is the Fund substantially in compliance with the applicable laws?

The basis stated on page 41 of the Circular is that as a cooperative operating as a not-for-profit organization, the Fund does not need to follow the securities rules. The Circular, however, goes to some lengths to show the various income streams and even mentions "revenue-sharing participation in community cooperative enterprises" on page 7. This could lead one to believe that the Fund, in turn, would be profitable.

3. If the Circular appears to violate Montana's securities laws, what is our legal responsibility to bring it to the proper authorities attention or be considered conspiratorially or tacitly involved?

4. Would it be best for the GLA Board to take a position on this matter or leave it alone? Should we request that the Fund issue a retraction or a disclaimer of GLA endorsement?

5. What legal responsibility does the GLA Board have to clarify its position on this matter with the Landowners or notify them of the Board's concerns?

6. What are our legal rights with regard to the proprietary sketches they plagiarized and copyrighted? Do we have legal right to send a cease and desist request on use of the sketches in future editions or publications?

The Board has asked me to get your advice on this matter and has set a cap of three hours of your time on this matter. If this is inadequate, please contact me as to what could be encompassed in that time and how soon you think you can fit this matter into your schedule. Due to the nature of the possible violations, we feel that the copyright issue is secondary to the investment issue.

A copy of the letter we sent to the Fund requesting more information is also enclosed so you can have a more detailed listing of our concerns.

My work number is 333-4947 and my home number is 333-4222. If you would like to reply by fax my home fax number is 333-4851.

Sincerely,

3-21-98

Patricia,

Would you please read the attached memo at the next meeting? Some possibilities for taking notes, ~~that~~ at that particular mtg, are

① Laurel Matthews +

② Carmel M. (lives w/ M. Roach).

Both have said they would think about it.

I've enjoyed working with you, & hopefully will be able to do so again at some point in the future.

— Lorrie Haldyk

P.S. When you find a permanent replacement, let me know & I'll transfer to her/him all my GLA duties (old minutes, format, lists, etc.).

PPSS. You can get those minutes back to me & I'll revise & get to Joan.

1998-04-20_BDGN.pdf

GLASTONBURY LANDOWNERS ASSOCIATION

Board of Directors Meeting

Minutes

April 20, 1998

1. **Call to Order, Prayer** - Patrick Wolberd opened the meeting at 7:15 p.m. in South Glastonbury TC. Peggy Keathley gave the invocation.
PRESENT: Patrick Wolberd (President), Daniel Kehoe, Jr.(Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Philip Hoag, Peggy Keathley, Linda Kremer, David Newhouse, Walter Wunsch and Andrew Field. Ombudsmen, Margaret Roach, N.Glastonbury, and Laurel Matthews, S.Glastonbury were also present.
ABSENT: Philip Covington.

2. **Reading and Disposition of Minutes** - The minutes of 3-30-98 were corrected and approved.

3. **Order of Business**

4. **Reports of Officers and Committees**

4.1 Treasurer's Report. Maria Scoble, Treasurer
Maria Scoble distributed the GLA Profit and Loss, January through April 15, 1998, and the Balance Sheet as of April 15, 1998, as well as the GLA Customer Balance Summary, all transactions as of April 15, 1998. Copies of these reports are filed herewith.
DISCUSSION: Peggy Keathley pointed out that the P&L statement showed outstanding Acounts Receivable which should be reflected on the Balance Sheet.

FOLLOW-UP: Peggy Keathley and Maria Scoble will confer with the accounting firm to remedy this error by 5-11-98.
FOLLOW-UP: M. Scoble/P.Keathley - Write accounting procedures as per D.Holm accounting needs by 5-11-98.
FOLLOW-UP: M Scoble - Distributed the Disbursement of Funds procedure. Copy of the procedure is filed herewith.
DISCISSION: After discussion, Procedure was corrected to read under No.2, "Invoice is approved by committee chair or designate requesting expenditure," etc. No. 3 became, "Treasurer verifies budget." No.5 became the last sentence of No.4, and No.7 was changed to read, "Treasurer records payment in check register." etc.
Corrected Disbursement of Funds procedure was adopted by consensus.
FOLLOW-UP: M.Scoble/J.Murphy - Prepare a supplies purchase proposal after receipt of committee budgets.
FOLLOW-UP: All Committee Chairs - Develop a committee budget by 4-20-98 - Committee chairs affirmed they would develop their budgets during the meeting.
FOLLOW-UP; J.Murphy - Sent approved letter to the District Court re Parcel 47 North as well as copies, with covenants, to each landowner.
FOLLOW-UP: M.Scoble - Send approved letter to landowners regarding the breakdown of assessment fees prior to 1998 by 5-11-98.
FOLLOW-UP: W.Wunsch - Contacted R. Slavenas and explained the reasons why the request for a more gradual assessment increase cannot happen. W.Wunsch reported that R. Slavenus complaind to the County Commissioner about Dry Creek Road.
FOLLOW-UP: A.Field left a message on Thomas Burns" answering machine explaining that the new assessments are what the GLA members ratified.

4.2 Finance Committee Report - Maria Scoble, Chair
Maria Scoble reported that the checking account had $41,895.90 balance. She proposed that a saving account be

established to earn interest for more income.
DISCUSSION: All Board members were in agreement with the proposal and after a discussion of banking procedures, it was agreed that there should be a balance of $1,000.00 kept in the checking account,with the remainder to be transferred to the savings account, electronic transfer being available within 24 hours from savings to checking account.
ACTION: M.Scoble moved, H.Brailsford seconded to open a saving account keeping $1,000.00 in the checking account. Motion passed unanimously.
FOLLOw-UP: M.Scoble - Open savings account by 5-11-98.
FOLLOW-UP: R.Varkevisser - Call some of the landowners regarding delinquent accounts as needed after the next billing cycke in April, by 5-11-98.
FOLLOW-UP: M.Scoble - Develop recommendation re emergency fund. A.Field will assist M.Scoble with this recommendation, including definition of "emergency",etc.by 5-11-98.

4.3 Architectural Subcommittee - Andrew Field, Chair
FOLLOW-UP: Board - Review GLA Building Project Review Forms for comment by 5-11-98.
FOLLOW-UP: P.Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, to be included in this, a notice to residents that subdivision must be completed within one year, or if more time required, an extension requested, otherwise all fees be re-paid, completion date of this project to be determined at 5-11-98.
FOLLOW-UP: M.Scoble - Convey to Barbara Hopkins at the Developer's office the status of payment of Parcel 31 South assessments prior to the subdivision.
FOLLOW-UP; A.Field - Draft notice letter to Deveoper re Parcel 10 North for the secretary to mail by 5-11-98.
FOLLOW-UP; J.Murphy - Sent letter to Parcel 10 North upon confirmation that the parcel assessments were paid.

ACTION: P.Hoag moved, A.Field seconded the recommendation to approve boundary change between Patricia Jones and Marian Butler (no approval by county needed) on Parcel 44 North, this change creating a 5-tract instead of a 6-tract parcel. Motion carried unanimously.

4.4 Road Committee Report David Newhouse, Chair

FOLLOW-UP; W.Wunsch - Send Capricorn Drive letter by 5-11-98

ACTION; W.Wunsch moved, H.Brailsford seconded to include in Capricorn Drive letter, proposal to pave Story Road from red light in Emigrant to base of Serius in North Glastonbury, and Dry Creek Road from Hwy 89 to cattle guard on Hercules in South Glastonbury. Motion carried unanimously.

ACTION; H.Brailsford moved, D. Kehoe, Jr. seconded to repair roads up to a $15,000.00 expenditure, including Capricorn North approach and other sections named in the committee report as soon as possible. Motion carried unanimously.

FOLLOW-UP: D.Newhouse - Complete approved $15,000.00 Maintenance Schedule for North and South Glastonbury upon completion of negotiations.

FOLLOW-UP: W.Wunsch - Report back on Chevy snowplow negotiations. This item has been deleted.

FOLLOW-UP: D.Newhouse - Call Dirkers insurance agent and ask for a Certificate of Insurance naming the GLA as an additional insured by 4-20-98. This Certificate has been requested but has not been received. Carry to 5-11-98.

FOLLOW-UP: D.Newhouse/J.Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed from Michael Dirkers & review with P.Wolberd by 4-20-98. This item has been deleted.

FOLLOW-UP: D.Newhouse - Define snowplowing priorities & who to call re private drives, information to the Board by 4-20-98. This item has been deleted.

W.PITT PROPERTY - H.Brailsford and D.Newhouse talked with W.Pitt about the proposed turn-around and parking area in High South near W.Pitt property

GLA 00352

proposed to keep out trespassers.
DISCUSSION; It was pointed out that there are other land-owners involved in High South who need to be considered. All would need a key in order to get to their land. Gate should be locked only during hunting season. In addition, all residents in Glastonbury are entitled to access the national forests. J.Murphy pointed out that the covenants say only guests accompanied by Glastonbury landowners can use the forest reserves. She stated that the wording should be changed to include "renters". P.Hoag said the word "resident" would include everyone living in Glastonbury. P.Hoag also suggested that W.Pitt could be asked to allocate a 4 to 6-foot easement on Parcel 89 enabling people to access the forest land. H.Brailsford stated that people have access by the waterfall to get to the forest reserves.
FOLLOW-UP: Road Committee/P.Hoag - Work on comprehensive plan for area around Pitt property by 5-11-98
FOLLOW-UP:D.Newhouse - Negotiations with Ranch; H.Brailsford gave report stating report was turned in to the Church asking for $24,000 for roads, and $60,000 for topping. Church counter-proposed $23,500 with no money for topping. They also agreed to plat Aries, repair Virgo Way and problems at Henry Lee's place and Fred Morsell's place. They will expect GLA to complete all uncompleted road within one year.
ACTION: A.Field moved, P.Keathley seconded to authorize designated group (D.Newhouse,H.Brailsford,P.Wolberd) to sign negotiations with the Church and to complete agreement by May 1st. Motion carried unanimously.
FOLLOW-UP:Road Committee - Give secretary copy of agreement.
DISCUSSION: H.Brailsford and D.Newhouse, after inspecting roads in North and South Glastonbury proposed repairing 20% of roads per year, research of price of magnesium chloride,gray gravel,binder,etc.having led to this proposal.

4.5 Nominating Committee Report No report.

4.6 Complaint Committee Joan Murphy, Chair
FOLLOW-UP: J.Murphy - Coordinate with committee negotiating agreement with W.Pitt on land use and bring to closure outstanding complaint about W.Pitt's dog, reporting back to Board by 5-11-98.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe,Chair
Dan Kehoe, Jr. presented to the Board the minutes from the April 2nd meeting of the LUMP Committee, as well as the Checklist of Items for Architect to Assist,Table of Contents and the draft letter to Michael von Hausen regarding the LUMP materials sent by him to the GLA. Copies of Dan Kehoe's documents are filed herewith. Dan Kehoe submitted the LUMP Committee budget to the Treasurer, using te figure of $21,000 (matching amount from the Church).
DISCUSSION; P.Wolberd stated that a timetable is needed for each Table of Contents and that a person needs to be assigned to be responsible for each specific assignments, with June 14th as a tentative completion date for the LUMP. A.Field asked about the significance of the Lindorfer property. In answer to this, it was conjectured that the Lindorfer property will probably remain agricultural.
Dan Kehoe, Jr. stated he would conduct public meetings to gain input from North and South Glastonbury. A schedule is needed indicating parcel density,specs on housing, etc. with definition and parcel number.
LETTER FROM J.GLOVER - Letter dated April 3, 1998 was read, this letter in response to the inquiry of the GLA of March 31, 1998, regarding the Golden Age Cooperative Development Fund. Copy of this letter is filed herewith. GLA has no liability. This letter urges the GLA to make very clear that there is no relationship between the GLA and the GACD Fund, recommending that a letter be sent to all GLA members advising them of this. It was pointed out that

Davies Anderson has not yet responded to the letter sent by the GLA.

FOLLOW-UP: D.Kehoe - Draft short letter to GLA members disclaiming association with the GACD Fund by 5-11-98.

DRAFT LETTER TO M.VON HAUSEN -

DISCUSSION: After discussion, the sentence,"AT this time we do not anticipate any further use of your services," was added at the end of the first paragraph. The words "original Master Plan draft" were added after the words "Master Plan for Discussion" in the second line of the second paragraph, and "unused and uncopied" was added to the last line of the second paragraph.

ACTION: D.Kehoe moved, H.Brailsford seconded to accept the letter as amended and be authorized to send to M.von Hausen. Motion carried unanimously.

FOLLOW-UP: D.Kehoe - Sent approved Glover letter.

FOLLOW-UP: P.Wolberd - Sent approved Anderson letter.

4.8 High South Fire Water Reservoir Advisory Committee

Walter Wunsch, Chair

FOLLOW-UP: W.Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 5-11-98.

5. Ombudsmen Report No reports.

6. Unfinished Business

6.1 By-Laws/Covenants Voting Discrepancies

FOLLOW-UP: Board - Review memo for comment on 5-11-98.

6.2 Association Letterhead

FOLLOW-UP: J.Murphy/L.Matthews - Coordinate GLA letterhead/ logo design by 5-11-98.

FOLLOW-UP: - W.Wunsch - Find out if existing COG logo is available to GLA by 5-11-98

6.3 Office Space Needs

FOLLOW-UP: J.Murphy - Will check with Dan Kehoe, Sr. re office availability when S. Glastonbury Board has made decision.

(Agenda Item 8.1)

ACTION: W.Wunsch moved,M.Scoble seconded the purchase of a fax machine for $70.00 for use by the Secretary. Motion carried unanimously.

6.4 Media Statements by Church

FOLLOW-UP: P.Wolberd - Called Chris Kelly re coordinating such releases. C.Kelly was apologetic about concerns of residents of Glastonbury re Church selling property in Glastonbury and said he would speak to Gilbert and Murray re such releases in the future.

6.5 Assistant Secretary Thank You

FOLLOW-UP: J.Murphy - Sent thank you letter to Lucia Hodges for her volunteer service.

6.6 Covenant Agreement J.Murphy

DISCUSSION: J.Murphy stated there was a form instructing people to conform to the Covenants. There will be a discussion next meeting as to whether the GLA wishes to continue using this form.

7. Tabled Business

7.1 Noxious Weed Committee Formation

7.2 Should GLA Accept Responsibility for Maintenance of Subdivision Roads - D.Newhouse

7.3 Filing Liens When Assessments Owed - P,Hoag

ACTION: A.Field moved,M.Scoble seconded to authorize up to $50.00 for P.Hoag to consult Joe Swindlehurst about filing liens on overdue assessments from $750.00 to $1,000.00. Motion carried unanimously.

FOLLOW-UP: P.Hoag - Consult with Joe Swindlehurst re liens by 5-11-98

7.4 Study Guidelines for Tree Removal - P.Hoag

8. New Business

8.1 Purchase of Fax Machine (See Item 6.3)

9. Open Floor Comments No Comments.

10. Next Meeting - Next meeting will be Monday, 7:00 p.m., May 11, 1998, at North Glastonbury.

11. Adjournment - Meeting was adjourned at 10:15 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews
Assistant Secretary

GLA 00357

1998-04-20_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
April 20, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

Follow-up: M. Scoble - Inform D. Holm of additional monthly/quarterly financial reports requested by the Board by 4-20-98

Follow-up: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 4-20-98

Follow-up: M. Scoble - Prepare Disbursement of Funds procedure by 4-20-98

Follow-up: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets

Follow-up: All Committee Chairs - Develop a committee budget by 4-20-98

Follow-up: J. Murphy - Send approved letter to the District Court re Parcel 47 North by 4-20-98

Follow-up: M. Scoble - Send approved letter to landowners regarding the break-down of assessment fees prior to 1998 by 4-20-98

Follow-up: W. Wunsch - Call R. Slavenas and explain the reasons why their request for a more gradual assessment increase can't happen by 4-20-98

Follow-up: A. Field - Call Thomas Burns and explain that the new assessments are what the GLA members ratified, by 4-20-98

4.2 Finance Committee Report - Maria Scoble, Chair

Follow-up: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed after the next billing cycle in April, by 5-11-98

Patricia Jones
Boundary
Change submitted
April 16, 1998

Follow-up: M. Scoble - Develop recommendation re emergency fund by 5-11-98

4.3 Architecture Subcommittee - Andrew Field, Chair

Follow-up: Board - Review GLA Building Project Review Forms for comment by 4-20-98

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 4-20-98

Follow-up: M. Scoble - Convey to Barbara Hopkins, at the developer office, the status of payment of Parcel 31 South assessments, prior to the subdivision

Follow-up: A. Field - Draft notice letter to Developer re Parcel 10 North for the secretary to mail by 4-20-98

Follow-up: J. Murphy - Send Parcel 10 North letter upon confirmation that the parcel assessments have been paid

4.4 Road Committee Report - David Newhouse, Chair

Follow-up: W. Wunsch - Send the Capricorn Drive letter by 4-20-98

Follow-up: D. Newhouse - Prepare road maintenance schedule for G. North and G. South upon completion of negotiations

Follow-up: W. Wunsch - Report back on Chevy snowplow negotiations

Follow-up: D. Newhouse - Call Dirkers insurance agent and ask for a Certificate of Insurance naming the GLA as an additional insured by 4-20-98

Follow-up: D. Newhouse/J. Healy - Obtain a cleaned up contract spelling out the guidelines for plowing priorities and map of roads to be plowed, from Michael Dirkers & review with P. Wolberd by 4-20-98

Follow-up: D. Newhouse - Define snowplowing priorities & who to call re private drives, information to Board by 4-20-98

Follow-up: D. Newhouse - Propose High South turn-around/parking area near W. Pitt property by 4-20-98

Follow-up: D. Newhouse - Give copy of negotiations proposal to secretary by 4-20-98

4.5 Nominating Committee Report

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: J. Murphy - Submit a recommendation to the Board re W. Pitt/ Alfaro complaint by 4-20-98

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

Follow-up: D. Kehoe, Jr., - Send approved Glover letter by 4-20-98

Follow-up: P. Wolberd - Send approved Anderson letter by 4-20-98

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 5-11-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

Follow-up: Board - Review memo for comment on 4-20-98

6.2 Association Letter Head

Follow-up: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design

Follow-up: W. Wunsch - Find out if existing COG logo is available to GLA by 4-20-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
April 20, 1998

6.3 Office space needs

Follow-up: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 4-20-98

6.4 Media Statements by Church

Follow-up: P. Wolberd - Call Chris Kelly re coordinating such releases by 4-20-98

6.5 Assistant Secretary Thank You

Follow-up: J. Murphy - Send thank you letter to Lucia Hodges for her volunteer service by 4-20-98

6.6 Covenant Agreement - J. Murphy

7. Tabled Business

7.1 Noxious Weed Committee Formation

7.2 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Filing Liens when assessments owed. - P. Hoag

7.4 Study guidelines for Tree removal - P. Hoag

8. New Business

8.1

8.2

8.3

8.4

8.5

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., May 11, 1998, North Glastonbury

11. Adjournment

04/20/98

GLASTONBURY LANDOWNERS ASSOCIATION
Profit and Loss
January 1 through April 15, 1998

	Jan 1 - Apr 15, '98
Income	
Assessment Prior to 1998	43,782.17
Land & Dwelling Assessment	
Dwelling Assessment	21,840.00
Golden Age Village Assessment	1,470.00
Land Assessment	35,400.00
Total Land & Dwelling Assessment	58,710.00
Upgrade Fee	4,934.85
xLess Accounts Receivable	-72,640.73
Total Income	34,786.29
Expense	
License & Taxes	10.00
Office Expense	402.53
Professional Fees	329.10
Repairs & Maintenance	
Snow Fences	114.43
Total Repairs & Maintenance	114.43
Road Repairs & Maintenance	
Grading & Plowing	1,040.00
Road Inspection & Report	993.34
Road Signs	55.00
Snow Plowing	1,762.50
Total Road Repairs & Maintenance	3,850.84
Total Expense	4,706.90
Net Income	**30,079.39**

GLASTONBURY LANDOWNERS ASSOCIATION
Balance Sheet
As of April 15, 1998

	Apr 15, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	41,895.90
Total Checking/Savings	41,895.90
Accounts Receivable	
Accounts Receivable	72,640.73
Total Accounts Receivable	72,640.73
Total Current Assets	114,536.63
TOTAL ASSETS	**114,536.63**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	30,079.39
Uncollected Accounts Receivable	72,640.73
Total Equity	114,536.63
TOTAL LIABILITIES & EQUITY	**114,536.63**

GLASTONBURY LANDOWNERS ASSOCIATION
Customer Balance Summary
All Transactions

	Apr 15, '98
Adams	120.00
Alexander	120.00
Ali	1,524.00
Andersen	120.00
Anderson, Davies	180.00
Anderson,Edward	240.00
Angeles	120.00
Azure	-160.00
Ball	480.00
Barrere	120.00
Baylor	742.27
Beakley-Casburn	170.00
Belgel	1,481.96
Bennett, James	120.00
Blais	456.00
Bodeaux	908.00
Boise	240.00
Bowden	240.00
Brown, Michael	478.00
Brown, Norma	120.00
Burckley, Steven	663.00
Butler	44.00
Campbell, Deanna	2,566.00
Cervasio	120.00
Chalice Well	120.00
CHURCH UNIVERSAL & TRIUMPHANT	3,420.00
Cleirbaut	348.00
Collier	240.00
Collins	153.00
Colwell	6.00
Community Preservation	906.00
Community Restoration	230.40
Conway	467.00
Cook	120.00
Corcino	120.00
Covington	180.00
D'Argenzio	460.00
Davis	240.00
de los Santos	-240.00
Diehl	124.00
Difo	1,484.00
Dirkers, Jerome	270.00
Dowbenko	942.00
Dratz	180.00
Duke	240.00
Dunn	240.00
Eisvang	400.00
Ellison-McBride	-173.00
Fanuzzi	340.00
Fauck	180.00
Ferrier	593.00
Fletcher	180.00
Foleen	101.00
Fournier	399.18
Frazier	240.00
Fredricksen	240.00
Garcia	240.00
Gough	120.00
Goulart	180.00
Graafland	180.00
Grant	150.00
Green	240.00
Grenier	120.00
Grover	120.00
Hale	240.00
Hansard	120.00

GLASTONBURY LANDOWNERS ASSOCIATION
Customer Balance Summary
All Transactions

	Apr 15, '98
Haugen	120.00
Hazen	6,393.86
Healy	522.00
Hoag	240.00
Holder	1,960.00
Hosea	240.00
Hull	99.00
Irwin	390.00
Issa	221.00
Jahen	2,141.00
Jarvi	487.00
Jensen, Janet	240.00
Johnson, Gail	400.00
Johnston	180.00
Jones	153.00
Kaufman	312.00
Keathley	270.00
Kehoe, Jr.	60.00
Kenley	240.00
Kimura	120.00
Kitajewski	180.00
Kletter	360.00
Klinger	180.00
Kramer	1,267.00
Kremer	240.00
Krumpe	240.00
Larranaga	120.00
LaShomb	240.00
Lee	480.00
Lewis	80.00
Leykamm	1,930.00
Lincoln	90.00
Lindstrom	280.00
Lips	180.00
Lisota	240.00
MacDonald	180.00
Mack	240.00
MacPherson	180.00
Manhart	180.00
Mansaw	240.00
Mason, James	90.00
Mason, Vivian	120.00
Matthews, Laurel	180.00
McBride, Scott	400.00
McBride, Valerie Ellison	321.00
McCarry	-87.00
Meijer	180.00
Milgrom	180.00
Moe	120.00
Moorcroft	240.00
Moore	300.00
Morin	240.00
Mueller, Jr.	120.00
Murphy	180.00
Nelson	240.00
Newhouse, Sr.	230.00
Norell	240.00
Olsen	444.00
Oudendijk, Alex	120.00
Palladino	180.00
Panizza	240.00
Papili	140.00
Patwell	1,998.00
Peterson	720.00
Pettersen	480.00
Phipps, James	160.00

GLASTONBURY LANDOWNERS ASSOCIATION
Customer Balance Summary
All Transactions

	Apr 15, '98
Pisani	240.00
Pitt	220.00
Price	120.00
Quarles	240.00
Ramp	480.00
Ray	1,978.00
Riley	1,828.00
Santos	240.00
Schmidt, Judith	444.00
Schmidt, William	240.00
Scoble	180.00
Segal	353.00
Senart	2,602.00
Shaw	120.00
Sherwood	1,460.26
Silver	240.00
Slavenas	160.00
Strykert	981.00
Terhorst	120.00
Thompson, Eugene	120.00
Thorburn	120.00
Thorpe	160.00
Timmer	248.00
Tisdale	522.25
Tonkin	120.00
Toole	120.00
Tsuru	240.00
Twin Pillars	60.00
Ullrich	240.00
Ulrich	286.00
Van der Vegt	240.00
Van Hulzen	272.00
Varkevisser	120.00
Vaughan	120.00
Wagner	142.00
Wallace, Ronald W	180.00
Wares	100.00
Weise	120.00
Whitehead	180.00
Wintroub	240.00
Wolberd	398.55
Woywitka	120.00
Yaney	240.00
Zeman	120.00
TOTAL	72,640.73

Disbursement of Funds

1. Invoice is submitted to the treasurer.

2. Invoice is approved by committee member except invoices submitted for payment by secretary covering office supplies, postage and mailing expenses.

3. Treasurer writes check for approved amount

4. Check is cosigned by board member authorized by the board of directors to sign.

5. After the yearly election of the board of directors designated board members submit their signature on a signature card to the bank.

6. Treasurer mails signed check.

7. Treasurer enters payment in check register noting amount of payment and category of expense.

Glastonbury Landowner's Association
P. O. Box 312
Emigrant, MT 59027

April 21, 1998

Mr. Michael von Hausen
M. A. von Hausen & Associates
14562 16A Avenue
White Rock, BC V4A 5S1
CANADA

Dear Michael:

The Land Use Master Plan Committee of the Glastonbury Landowners Association has reviewed the additional Land Use Master Plan material that you sent to Patrick Wolberd. Since the meetings last Spring the members of the present GLA Board were involved in the process of rewriting the Covenants and the Landowners Association By-Laws. During that time several former members of the GCPC's Land Use Master Plan Subcommmittee continued working on the Master Plan. After careful review of your material, we have found that the additional material does not fulfill our requirements for the completion of the Master Plan.

Please be assured that the GLA Board is very grateful to you for your professional assistance in the preparation of the Master Plan for Discussion of March 13, 1997 and related sketches. The document we are developing carries forward the spirit of the first draft, such as cluster housing and village centers, but we are including a very specific density map and also including and expanding upon the Specifications and Standards developed by the Church's Glastonbury Review Committee. Enclosed with this letter are the four copies of the Land Use MAster Plan and the Community Design Guidelines material sent to Patrick.

With regards to the sketches, as Patrick pointed out in your phone conversation, the Golden Age Cooperative Development Fund used some of the sketches contracted for by the Church last year. Typically, the original originator of design plans and sketches retains the rights to such materials, however, in the basic agreement of April, 1996 between yourself and the Church, the ownership of such rights was held by the Church and the GCPC. We would appreciate your notifying the Fund to cease using the materials prepared for the Master Plan. I think that will help clear up some of the confusion landowners have had, thinking that the Fund was working under the auspices of the GLA.

If you have any questions please feel free to contact me. The best times is in the evenings.

With best regard,

Daniel J. Kehoe, Jr.
Master Plan Committee Chairman

Enclosures.

BERG, LILLY, ANDRIOLO & TOLLEFSEN
A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

MICHAEL J. LILLY
RICHARD J. ANDRIOLO
GIG A. TOLLEFSEN
RIENNE H. McELYEA

DANIEL P. BUCKLEY
JOHN T. GLOVER, JR.

OF COUNSEL:
BEN E. BERG, JR.

ADVANCED TECHNOLOGY PARK
910 TECHNOLOGY BLVD.
SUITE A
BOZEMAN, MT 59718

TELEPHONE (406) 587-3181
FAX (406) 587-3240

April 3, 1998

Mr. Daniel Kehoe, Jr.
Mr. Patrick Wolberd
Glastonbury Landowners Association, Inc.
P.O. Box 312
Emigrant, MT 59027

RE: Golden Age Cooperative Development Fund

Gentlemen:

The purpose of this letter is to respond to the Board's questions and concerns as outlined in Dan Kehoe's letter of March 31, 1998, concerning the above-referenced topic, as Dan and I have previously discussed by phone. To be brief, I do not find that the GLA or its Board of Directors has any liability exposure with regard to the investment activities of the "Fund" stemming from the representations in the Fund's Circular.

The Fund is a private plan of investment proposed by certain members of the community as part of their individual business pursuits. These persons may be members of the Association but they are not acting in any representative capacity for the GLA. The GLA is totally unaffiliated with this operation. The fact that the long-term goals of the Fund contemplate managing and planning the Glastonbury community and yet that no mention of the GLA is made in the Fund's materials, does seem somewhat incongruous. This is not the Association's problem, however. The bottom line is that if the Fund purchases property within Glastonbury, it will be subject to the covenants and the rule of the GLA unless or until it acquires enough votes to change things.

The use of the Master Plan sketches prepared for the GCPC in the Fund materials does not "link" the Fund and the GLA, although it may have caused some confusion to those community members who had seen the same sketches used in the context of the GCPC/GLA's Master Plan. Typically, the original preparer of architectural plans and sketches retains the intellectual property rights. It appears that the Planner Mr. Michael von Hausen is a participant in the Fund and that the sketches have been used with his permission. If the Board takes strong exception to the Fund's future use of these or similar sketches, I suggest that Mr. von Hausen be contacted.

With respect to the compliance or lack thereof by the Fund with state and or federal securities laws, I would simply state that it is not the concern of the GLA. There is no duty on the part of the GLA to determine if any violations have occurred or report any suspicions to the authorities. Having said that, I will tell you that although I am not an expert in securities law, I am skeptical that the purported disclaimers of registration contained in the Fund's Circular are effective. I do note that §30-10-104(8), Montana Code Annotated, exempts securities issued by certain non-profit organizations from the state registration requirements, but only upon application for exemption and the payment of a fee to the Montana Securities Commissioner, which has apparently not occurred in this instance. Again, this is not the GLA's problem.

The Fund's goals are, to put it diplomatically, optimistic. In the event that these goals are not reached there may be some unhappy investors out there seeking redress. With this in mind, it is probably not a bad idea to clarify the total lack of any connection between the Fund and the GLA to the members of the GLA. Because the Fund has not represented that there is any such connection, it is unnecessary at this point to require any sort of retraction or disclaimer.

I suggest that a simple form letter be mailed to all GLA members advising them flatly that there is no relationship between the Fund and the Landowners Association. The letter should tactfully inform the GLA members that the Fund is no different than any other opportunity for investment, that risk is involved, and that due diligence should be exercised on each individual's part before investing any sum of money.

I hope that this letter sufficiently addresses your concerns. If not, please feel free to call with any further questions. Thank you.

Sincerely,

John T. Glover, Jr.

Rough Draft of letter to Davies Anderson to be sent in May

Thank you for your letter of April 21, 1998, in response to our letter of March 31, 1998. We appreciate you taking the time to respond. Your letter was very illuminating.

Since our letter of 3/31 we have found that the drawings by von Hausen, though similar in many respects to the ones included in the Draft Master Plan, were done after the period covered by his contract with the Church and are not covered by the contract. Your use of them is then exclusively a matter between yourselves and Mr. von Hausen.

We share your expressed commitment to open communication within the Glastonbury community and would encourage you to provide an open forum for public discussion of your project by holding a meeting for the Glastonbury community at large to hear more details about your project, ask questions and hear each others comments as well as your responses. Since our attorney has advised us to "clarify the total lack of any connection between the fund and the GLA to the members of the GLA", the GLA Board of Directors would not be in a position to provide for such a forum.

We are in agreement that the Golden Age Cooperative Development Fund is an independent activity which does not come under the auspices of nor is endorsed by the Glastonbury Landowners association, hence, we are following our attorney's advice by taking the further step of sending a letter of clarification in this regard to our membership. A copy of this letter is enclosed.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Association, Inc

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

March 31, 1998

Davies Anderson, Chairman
Golden Age Cooperative Development Fund
P.O. Box 272
Emigrant, MT 59027

Dear Davies

In regard to your letter of March 24th to Joan Murphy, which was forwarded to me, I agree that a future meeting between representatives of the Golden Age Development Cooperative Fund and the GLA would be beneficial. The Glastonbury Landowners Association Board of Directors welcomes and supports the open forum of ideas on financial investments in the development of Glastonbury. We share your goal of sustainable community development and see that the Mondragon ideals may be worthy of studied consideration by the Landowners. We are aware of the time and work you and the members of the Fund have invested to promote these ideals. Recently Board members have received calls from Landowners with questions and concerns arising from receipt of the Descriptive Circular. Some of them were confused in thinking that the Golden Age Cooperative Development Fund was a committee or representative body of the Glastonbury Landowners Association. This concern caused us to revisit and give a more in depth study of the Descriptive Circulars provided to the members of the GLA Board.

We were disturbed by the Fund's infringement on the joint property rights shared by the Church Universal and Triumphant and the GLA by the unauthorized use and copyrighting of architectural sketches that were done for the Church's Glastonbury Comprehensive Planning Committee (GCPC). The use of this material has led to some of the confusion among Landowners regarding who the Fund represents. It is disconcerting to the GLA Board that the Fund would use the proprietary materials in the Circular without the permission of the GLA.

The Board is also concerned that the Circular excludes mention of the Glastonbury Landowners Association, most glaringly in the brief history of Glastonbury on pages 11 and 12. This leads a reader to believe that the Fund's proposed buy-out of the Church's land is the only community-wide effort toward community building in Glastonbury that is happening. This omission is further reinforced on page 15 in the mention and footnote on the Land Use Master Plan. The GCPC utilized the talents of Michael Van Haasen in a series of community meetings and in developing the initial draft of Glastonbury's Land Use Master Plan in the past. The present work on the Master Plan is proceeding under the auspices of the GLA.

Many of the questions we have fielded, and our concern, is with the large scale effort to collect funds on the basis of this Circular that is missing financial information and an explanation of the operation of the Board. As you know, the Community of Glastonbury is still recovering from financial setbacks due to the building of the shelters. Much of the need for arbitration in the various

shelters was because the shelters, built in a spirit of trust and mutual concern, lacked the necessary corporate structure and clearly delineated financial information of what people were getting for their money and who would be paid and how much and who would receive equity (or nothing) for their labor. Our experience is that a good idea progressing only on the basis of trust and mutual concern leads to financial difficulty. We are interested in the growth of Glastonbury and, while your proposed endeavors may be very worthwhile, we would like to see that the Fund does indeed have the necessary structure in place and is not repeating some of Glastonbury's past mistakes.

Because of the questions and concerns received from Landowners, we have listed questions that we can't answer. The questions we have received basically comprise three areas: clarification of the finances, the background of the Fund's Board and the operation of the Fund. Your answers will help us more fully address their questions and concerns.

1. What is the organizational structure of the cooperative association?
   May the GLA Board or any of the Landowners read the co-op's charter and ByLaws?
   Does the Board remain at its present number?
   How are the Board members added, replaced or voted upon?
   Are Fund matters only voted on by the Board or are they voted on by the entire membership of the Co-operative?
   Do members of the co-op vote to approve outside financing for capitalizing the Fund, or is that only a vote of the Fund's Board?
   Do you have a mechanism for conflict resolution in the Fund's ByLaws?
   Why was the cooperative formed in Minneapolis instead of Montana?

2. May the GLA Board or any of the Landowners see the Fund's financial statement?
   What is the financial stake of the Board members in the Fund?
   What remuneration have Board members received for their services and what are the Fund's policies on Board member remuneration?
   Has anyone received capital membership stock in return for "indispensable services for organization and start-up"? If so, who and how much?
   How much has each Board member personally invested in the Fund as a personal statement of their confidence in the project?
   Where has the investment come from to bring the project to its present maturity?
   How has the money received thus far been spent?
   May we see the business plan?
   What portion of equity or revenue-sharing does the Fund expect to take from the projects it funds, or what are the guidelines for determining this amount?

3. Is the Fund planning to become the new developer of all of Glastonbury?
   Does the Fund plan to buy all the Glastonbury parcels offered by the Church before the Land Use Master Plan is approved by the Landowners?
   If the Fund's money is tied up in real estate, where will the seed money come from for economic development?
   Why not work in concert with the current developer to provide economic incentive for businesses to buy land in Glastonbury from the Church and use the Fund's resources for economic development instead of real estate development?
   How do you envision that Mr. Van Hausen will assure that Ascension Hills is integrated into the Land Use Master Plan?
   How do you see the Fund interacting with the GLA?

Are the members of the Board members in good standing of the GLA?
Have any members of the Fund's Board had specific experience running a multimillion dollar financial institution as envisioned in the Circular?
Have any members of the Fund's Board had specific experience in real estate development?
Have any members of the Fund's Board ever filed for bankruptcy?
Of the businesses listed in the Circular for the Board members, were they successful ventures?
Who authorized the use of the Community of Glastonbury Land Use Master Plan proprietary drawings?

We look forward to clear lines of communication between the Fund's Board and the GLA Board and we thank you for your consideration of the concerns of the GLA's Board and the Landowners. With respect to the Fund's representatives making a presentation or answering questions at a regular Board meeting, we will discuss where we will go with this matter at our April 20th meeting. If you could reply to our questions before that time, we will be in a better position to determine what would be the most fruitful use of your time and ours in addressing our mutual concerns for Glastonbury.

Sincerely,
Glastonbury Landowners Association, Inc

Patrick Wolberd
President

cc. Golden Age Cooperative Development Fund Board of Directors

The Committee for

A More Perfect Union

Tuesday, April 21, 1998

Glastonbury Landowners Association, Inc
Patrick Wolberd, President
P O Box 312
Emigrant, Montana 59027

Re: Questions regarding the Golden Age Cooperative Development Fund

Dear Patrick

Thank you for the opportunity to communicate and clarify matters. We were not aware that the Descriptive Circular had not done its job, which was to provide the answers to basic questions about our vision for the organization.

Let us begin by addressing the initial items in your letter contained in the 2nd, 3rd and 4th paragraphs on page 1, extending to page 2.

1. Regarding the use of the drawings, we were not aware that they were the joint property of the Church Universal and Triumphant and the GLA. Michael von Hausen sent the drawings to us, first by fax, as part of a letter, and then, after learning that we had enlarged them and made them focal points in our office -- and loaned them to the GLA for a meeting with the Church Executive Board -- sent us clean copies by mail, so that we could make them available to the community (which we have done, both in the descriptive circular and as framed enlargements for the North and South Glastonbury Teaching Centers) as focuses for visualizing a developed Glastonbury.

In the same 90-minute telephone conversation in which Michael agreed to be our consultant, he (gladly) gave us his verbal permission to use the sketches in our Descriptive Circular. Our initial intent had been to use photographs of community development at Mondragon, but we reasoned that visions for our own community would be more appropriate.

We never intended to copyright Michael's work. Since the Descriptive Circular is copyrighted, the use of the sketches *as they appear in that particular context* is subject to copyright, but not the sketches themselves. The sketches were used by permission, and we probably should have said so at the point (on the inside of the front cover) where we credited them to Michael and to M A. von Hausen and Associates. We're sorry for any consternation that may have been caused by that oversight.

#5 Aquila Lane, (P.O. Box 272) Emigrant, Montana 59027
Phone and Fax: (406) 333-4579 • Fax: (406) 333-4447 • E-mail: davies@ycsi.net

2. When we began this initiative for economic development, as an ad hoc committee in the spring of 1996, the Glastonbury Landowner's Association (GLA) did not even exist.

As far as any of us could determine (besides Jerry Harris, Ed Dratz, Frank Jedd, Peggy Keathley, William Davis and Stephen Howard), ours was the only organized, ongoing effort toward economic development in the community.

Though we were divided over the question of fee simple ownership and exclusivity of the community, we realized that without the development of some sort of economic infrastructure, all such questions were moot. As people came and went from our committee, that realization remained as our guiding principle. We decided early on to put aside all concerns, complaints and opinions, and to concentrate only upon the positive aspects of a vision for economic development.

The GCPC was engaged in the Church's agenda and primarily concerned with meeting the Church's timetable. Except for assessments, economic issues were not even on the GCPC's radar screen. Neither has the GLA, then or now, addressed the issue of the development of an economic infrastructure, as far as we know.

The history of Glastonbury on pages 11 and 12 of the Descriptive Circular was a sort of "pill" we had to swallow to orient readers to our vision and purpose. Since the Descriptive Circular was intended for a far wider audience than just Keepers of the Flame, we had not wanted to mention the Church at all. We compromised by keeping the reference as brief and concise as possible.

This document is a story told from our viewpoint about *our vision* of a new paradigm for economic development for Glastonbury -- and for the world. We have always considered the GLA to be a political/administrative body, charged with the governing of the affairs of the Glastonbury landowners. We have always made it clear that we want no part of that role or responsibility (beyond voting for GLA representation -- those of us who are elegible). We did not mention the GLA in our document, just as the GLA has not mentioned us in their documents, and just as The American Cancer Society does not mention the Office of the US Surgeon General in its fund raising documents -- it is irrelevant.

We have neither sought nor desired the sponsorship of either the Church or the GLA, and do not anticipate doing so. Neither do we wish to imply or give grounds for inference -- by the mention of either the Church or the GLA -- that such a relationship exists.

Concerning the reference to The Land Use Master Plan on page 15 -- as far as we knew when the Descriptive Circular was written, the Land Use Master Plan was, in fact, in the final stages of being *completed* by Michael von Hausen.

#5 Aquila Lane, (P.O. Box 272) Emigrant, Montana 59027
Phone and Fax: (406) 333-4579 • Fax: (406) 333-9447 • E-mail: davies@ycsi.net

None of us would have dreamed that his work — and all of the time, money, effort and community input might be abandoned. And again, mention of the GLA did not seem to any of us to be relevant for that context, since the GLA has had no role that we knew of in von Hausen's work.

3 We appreciate your concern on behalf of the community about the structure and financial affairs of the Golden Age Cooperative Development Fund, and about our fiduciary responsibility.

Quoting the Descriptive Circular, page 2:

> "The **Golden Age Cooperative Development Fund** (the 'Fund') is a Minnesota Cooperative Association seeking to qualify as a cooperative association under Sub-chapter 'T' of the Internal Revenue Code. The Fund is a cooperative association operated solely for the benefit of its members."

The Fund's Articles of Incorporation (as well as those of *The Committee for a More Perfect Union*) are, of course, a matter of public record, and are available for inspection at the offices of the respective Secretaries of State. We do not wish to set the precedent of providing such documents on demand, except to members of the cooperative. But, as with the list of Glastonbury landowners, you are certainly welcome to obtain those documents for review from the appropriate offices.

The Fund's operating procedures are set forth in a draft of its proposed bylaws ("proposed" because they have not yet been formally adopted by the Board of Directors), which, though not a matter of public record, will be available for inspection by members of the cooperative as soon as the board has acted on it. It has always been our intent to provide each cooperative shareholder with a copy of the bylaws.

Regarding the long list of further questions that the GLA has fielded and feels compelled to answer, we would like to suggest that those who have questions be re-directed to us for their answers. This would save administrative time and effort for the GLA, eliminate a link in the communications chain and keep communication clearer and more direct.

Somebody had to come forward with a plan for economic development. The survival of Glastonbury depends on it. There is no economy in Glastonbury, and except for Walter Wunsch and John Fanuzzi (may God continue to prosper them) there is little economy in the Paradise Valley. But there can be, and we intend to continue to address the development of an economic infrastructure while we have life and breath. In fact, in addressing this vital need, we have discovered a grass-roots common sense, and a strong populist sentiment for economic development which could be the catalyst to make it all work as we and many others in the community have envisioned.

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As for our future relationship with the GLA, we would like nothing better than to maintain open lines of communication and cooperation, and to serve the community according to the community's cooperative vision.

Thank you for your time and attention. We are yours in Christ.

Davies Anderson

Stephen Howard

William Davis

85 Aquila Lane, P.O. Box 272, Emigrant, Montana 59027
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1998-05-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting

Minutes

May 11, 1998

1. **Call to Order, Prayer** - Meeting was called to order at 7:15 p.m. by Patrick Wolberd. Meeting was held at Thomas More School, North Glastonbury. Andrew Field gave the invocation.

PRESENT: Patrick Wolberd (President), Dan Kehoe, Jr.(Vice President), Maria Scoble (Treasurer), Horus Brailsford, Andrew Field and Philip Hoag. Ombudsman Laurel Matthews was also presnt.

PRESENT BY PROXY: Peggy Keathley and Linda Kremer.

ABSENT: Joan Murphy, Philip Covington, David Newhouse, Walter Wunsch and Ombudsman Margaret Roach.

2. **Reading and Dispostion of Minutes** - The minutes of 4-2098 were approved.

3. **Order of Business**

4. **Reports of Officers and Committees**

4.1 Treasurer's Report Maria Scoble, Treasurer

M. Scoble distributed the final version of Petty Cash Procedures and Disbursement of funds procedure; copies of these documents filed herewith. M. Scoble reported that there was difficulty with the accuracy of the accounts of residents which had been processed through the D. Holm accounting firm; that as many as 30% were inaccurate.

DISCUSSION: M. Scoble suggested having Roeloff Varkevisser do the bookkeeping and

keeping the Holm firm for accounting procedures only, or doing the bookkeeping herself. Concern was expressed that the next treasurer might not be able or willing to do this. P. Wolberd suggested a letter be sent to D. Holm firm spelling out all difficulties and offered to assist M. Scoble with the problem, also setting up an appointment to meet with the accounting personnel.

ACTION: A.Field moved, Dan Kehoe, Jr. seconded to have M. Scoble and P. Wolberd work out a solution by the next meeting. Motion carried unanimously.

M. Scoble asked about the time-frame for applying late fees to those accounts which have been delinquent over a period of time.

FOLLOW-UP: M. Scoble/P. Wolberd - Work out a plan of correction with D. Holm by 6-1-98.

DISCUSSION: P. Wolberd stated that, in his view, punitive action should not be taken against those people who are working to pay off their indebtedness. It was also pointed out that the fee simple process for acquiring private title to the land will eliminate a large part of the delinquent fee problem, since all fees must be paid by those who wish to go fee simple with their land. P. Wolberd acknowledged that a procedure needs to be established re delinquent accounts.

FOLLOW-UP: M. Scoble/ R. Varkevisser - Bring proposal re delinquent accounts to the Board by 6-1-98.

FOLLOW-UP: M. Scoble/P.Keathley - Fix Profit & Loss statement error by 6-1-98.

FOLLOW-UP: M.Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 6-1-98.

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets.

FOLLOW-UP: All Committee Chairs - Develop a committee budget. Two budgets have been received from the Architectural and LUMP committees. Roads and Fire Water Reservoir Committes need to submit budgets by 6-1-98.

FOLLOW-UP: M. Scoble - Sent approved letter to landowners regarding the break-down of assessment fees prior to 1998. Letter was sent with the quarterly statements.

4.2 Finance Committee Report Marie Scoble, Chair

FOLLOW-UP: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed after the current billing cycle by 6-1-98.

FOLLOW-UP: M.Scoble - Develop recommendation re emergency fund by 6-1-98.

FOLLOW-UP: M.Scoble - Opened a savings account and transferred all but $1,000 from the checking account into that account.

4.3 Architectural Subcommittee Andrew Field, Chair

A. Field reported that a current meeting of the Architectural Subcommittee was held and the minutes therefrom were filed. A. Field presented the letter to be mailed to members of the GLA, spelling out the procedures to follow in initiating construction or subdivisions. He also presented the Protocol for Processing Reviews, with accompanying forms covering "A" for construction projects, "B" for subdivisions, and "C" for mobile home placement. Copies of letter andProtocol for Processing Reviews is filed herewith. "A", "B" and "C" will be filed later.

DISCUSSION: Letter was altered to read "60 days" in the fourth bullet and the name "Jackie Robbins" was substituted for "Ellen Woodbury" under Resources for Further Information. P. Hoag expressed disagreement re sanitation bond required for construction projects. He stated that in his opinion the sanitation bond is unnecessary and too costly. By consensus it was agreed to accept the form for construction procedures with the condition that the need for a clean-up bond be determined at the discretion of the review committee, and that anyone can apply for a waiver of this bond.

ACTION: A.Field moved, H.Brailsford seconded to authorize the Project Review Committee to send the revised letter and forms, and that the Secretary be directed to mail them as soon as possible to every GLA member. Motion carried unanimously.

FOLLOW-UP: A. Field - Get letter to Secretary for mailing by 6-1-98.

ACTION: A.Field moved, P. Hoag seconded to approve subdivision of Parcel 22 North (Reed Johnson). Motion carried unanimously.

FOLLOW-UP: J.Murphy - Send appropriate letter by 6-1-98.

ACTION: A.Field moved, M.Scoble seconded to approve subdivision of Parcel 21 South (Horus Brailsford) subject to Treasurer's confirmation that all fees are paid. Motion carried unanimously.

FOLLOW-UP: J.Murphy - Send letter as soon as Treasurer confirms fees paid.

NORMA BROWN - Construction

Review committee found construction project on Parcel 44a North to be unsuitable, with unsafe, flat roof and insufficient information. Committee will ask for more information.

FOLLOW-UP: A. Field - Report back to GLA Board by 6-1-98.

FOLLOW-UP: P.Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision. This will follow along with the development of the LUMP. Completion date to be determined at 6-1-98.

FOLLOW-UP: M.Scoble - Conveyed to Barbara Hopkins at developer's office the statement showing all fees paid for subdivision of Parcel 31 South. Subdivision now completed.

FOLLOW-UP: A.Field - Draft notice letter to developer re Parcel 10 North for the Secretary to mail by 6-1-98.

4.4 Road Committee Report David Newhouse, Chair

FOLLOW-UP: W.Wunsch - Send the Capricorn Drive, Story Road and Dry Creek Road letter by 6-1-98.

FOLLOW-UP: D.Newhouse - Complete $15,000 road maintenance schedule for Glastonbury N &S. - H. Brailsford gave road report in D. Newhouse's absence. Work is being done on the roads. 1,200 tons of top dressing has been put on various

roads. Gravel has been spread on the thinnest parts. Roads are too dry at this point and create too much dust. Gravel will not be put on Capricorn Drive until chemical is applied to the hill.

DISCUSSION: The Church did accept the offer to reimburse GLA for roads in the amount of $23,500. GLA has one year to complete road work necessary.

FOLLOW-UP: D. Newhouse - Check with Church on sign-off date for the road agreement.

THANK YOU NOTE - Thank you note was received from Ted and Linda Hanks of Black Diamond Aggregates to Horus Brailsford and residents of North and South Glastonbury, thanking all for using their company.

H. Brailsford stated that if residents wished private driveways graded. they should write a letter to him giving information and sending a check, so that the work could be done when the community roads are being repaired, thus saving money for themselves.

FOLLOW-UP: D. Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 6-1-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property - H. Brailsford reported that the committee talked with W. Pitt. H. Brailsford proposed that a gate with a key be erected across W. Pittt's road. Letter from J. Murphy was read endorsing plan of H. Brailsford. Letter also suggested a no tresspassing/ no hunting sign at the foot of Hercules Drive. Copy of this letter is filed herewith.

DISCUSSION: Concern was expressed that other residents would want similar gates to protect themselves from hunters and trespassers, setting a negative precedent.. Gate limits Glastonbury residents to access forest lands. It was pointed out that forest lands can be accessed near the waterfall, although this entails considerable hiking. P. Wolberd suggested a jeep trail and turn-around close to, but not at W. Pitts's property.

FOLLOW-UP: P.Hoag - Will contact Dean Kimpson and ask cost of a path or road near the waterfall and above the Pitt property for easier passage to forest access by 6-1-98.

4.5 Nominating Committee Report No report.

4.6 Complaint Committee Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Submit a recommendation to the Board re W. Pitt/Alfaro complaint by 6-1-98.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe, Jr. -D.Kehoe distributed minutes from committee meeting of 4-17-98, with attachments - copies filed herewith. D. Kehoe also submitted a draft letter to the GLA Board to be sent out to the GLA membership disclaiming endorsement of the Golden Age Cooperative Development Fund under signature of P. Wolberd, President of GLA. Also submitted was a draft letter to D. Anderson in answer to the letter from the GACD Fund dated 4-21-98. Copies of these letters are filed herewith.

ACTION: D. Kehoe moved, A. Field seconded to authorize Secretary to send the letter to the landowners and the letter to D. Anderson, as amended, as soon as possible. Motion carried unanimously.

FOLLOW-UP: J. Murphy - Send designated letters as soon as possible.

M. VON HAUSEN FAX: Dan Kehoe, Jr. distributed copies of the fax dated, 5-10-98, received from M. von Hausen in answer to the GLA letter of 4-21-98 and the telephone conversation with D. Kehoe, Jr. on 5-9-98. Copy of this fax is filed herewith. D. Kehoe reported that M. von Hausen called him on the phone after receiving the letter of 4-21-98, stating that the GLA had no more use for his services and that there is no money due from the GLA. M.von Hausen and D. Kehoe, Jr. spoke at length. Fax reflects approximately $3,000 balance to be paid, requested from the GLA.

DISCUSSION: It was pointed out that M. von Hausen did receive a call in March 1997 to stop work re the Master Plan. D. Kehoe, Jr. stated he wished to draft a letter in answer to the fax, reaffirming the position of the GLA, quoting the time-frame, and reinforcing the fact that M. von Hausen did receive a call to break off the project.

P. Wolberd added that the GLA should state that just to make sure it has not misunderstood anything, the GLA will forward his proposal to the Church for their perusal

FOLLOW-UP: D. Kehoe, Jr. - Write draft letter to M. von Hausen in answer to his fax of 5-10-98 and route material to the Church by 6-1-98.

4.8 - 7.3 No discussion.

8. New Business

8.1 Parcel #47

Michelle Ali reported that the Wintroubs had put their propane tank on her property and had also planted a tree there. Recommendation was to have M. Ali write a letter to the court while dispute of Parcel #48 is being settled; copy of letter is filed herewith.

8.2 Potential GAV Sale

Lucia Hodges reported that after talking to R. Smith and J. Hume, she was concerned that GAV might be sold. P. Wolberd suggested she talk with M. Goulart, Marjorie Lombard and with those who have a vested interest in GAV, with the idea of forming a co-op to pool resources for the purchase of GAV.

9. Open Floor Comments No comments.

10. Next Meeting - Next meeting will be 7:00 p.m., June 1, 1998, at South Glastonbury TC.

11. Adjournment - Meeting was adjourned at 10:12 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews

Assistant Secretary

1998-05-11_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
May 11, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

Follow-up: M. Scoble/P. Keathley - Fix the Profit & Loss statement error by 5-11-98

Follow-up: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 5-11-98

Follow-up: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets

Follow-up: All Committee Chairs - Develop a committee budget by 4-20-98

Follow-up: M. Scoble - Send approved letter to landowners regarding the break-down of assessment fees prior to 1998 by 5-11-98

4.2 Finance Committee Report - Maria Scoble, Chair

Follow-up: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed after the next billing cycle in April, by 5-11-98

Follow-up: M. Scoble - Develop recommendation re emergency fund by 5-11-98

Follow-up: M. Scoble - Open a savings account and transfer all but $1,000 into that account by 5-11-98

4.3 Architecture Subcommittee - Andrew Field, Chair

Follow-up: Board - Review GLA Building Project Review Forms for comment by 5-11-98

Follow-up: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 5-11-98

Follow-up: M. Scoble - Convey to Barbara Hopkins, at the developer office, the status of payment of Parcel 31 South assessments, prior to the subdivision

Follow-up: A. Field - Draft notice letter to Developer re Parcel 10 North for the secretary to mail by 5-11-98

4.4 Road Committee Report - David Newhouse, Chair

Follow-up: W. Wunsch - Send the Capricorn Drive, Story Road & Dry Creek Road letter by 5-11-98

Follow-up: D. Newhouse - Complete $15K road maintenance schedule for G. North and G. South by 5-11-98

Follow-up: D. Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 5-11-98

Follow-up: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property by 5-11-98

Follow-up: D. Newhouse - Give copy of negotiations proposal to secretary upon completion

4.5 Nominating Committee Report

4.6 Complaint Committee - Joan Murphy, Chair

Follow-up: J. Murphy - Submit a recommendation to the Board re W. Pitt/ Alfaro complaint by 5-11-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
May 11, 1998

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

Follow-up: D. Kehoe - Draft letter to GLA members disclaiming endorsement of Golden Age Cooperative by 5-11-98

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

Follow-up: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 5-11-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

Follow-up: Board - Review memo for comment on 5-11-98

6.2 Association Letter Head

Follow-up: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 5-11-98

Follow-up: W. Wunsch - Find out if existing COG logo is available to GLA by 5-11-98

6.3 Office space needs

Follow-up: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 5-11-98

6.4 Covenant Agreement Form Use - J. Murphy

6.5 Filing Liens when assessments owed. - P. Hoag

Follow-up: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 5-11-98

7. Tabled Business

7.1 Noxious Weed Committee Formation

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
May 11, 1998

7.2 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

8. New Business

8.1

8.2

8.3

8.4

8.5

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., June 1, 1998, South Glastonbury

11. Adjournment

SUMMIT BEACON
INTERNATIONAL

Box 5500
5751 Hwy 89 South
Livingston, MT
59047-5500
Tel: 800-823-8330
Fax: 800-555-3807

4-29-98

Dan,

Your Dad faxed me a copy of the letter from the committee for a more perfect Union. I agree completely that it is an arrogant put-down and I greatly resent their use of my name as a part of the "we". I never have been, never will be a part of their "we" and I want it made very clear that I don't want my name used in any way by them or their ilk.

I am sorry to miss this meeting but know you will vote in my stead as though I was there. I hope you will insist that we not only send out a letter disclaiming any part of them, but also I would suggest that we send out a telephone tree - immediately, if not sooner.

Call me at home tonite or tomorrow, or at the office on Thurs. at 222-5203 ext. 102 if you have any questions. I leave at 6:30 A.M. on Friday and will return May 18th. Thanks for taking care of this in my absence.

OEGY

From the Desk of Mr. and Mrs. Ansara Ali

May 6, 1998

Honorable William Nels Swandal
District Judge
414 E. Callendar, P.O. Box 437
Livingston, MT 59047

Dear Judge Swandal:

We understand that the case of Baylor, Dunn, DeSantos, Roach and Lloyd vs. Wintroub, all on Parcel 47 of North Glastonbury, will be coming to trial on May 28, 1998. As part of this case, we would like to make a request for the partitioning of the land.

Jeffrey and Nancy Wintroub have three encroachments onto our property, which is Parcel 48 in North Glastonbury. These encroachments are: their propane tank, a dirt road they put illegally onto our property, and a tree. The enclosed surveyor's map details these encroachments. As part of the partitioning, we would like the Wintroubs to move their propane tank back onto their own property and in accordance with Glastonbury Covenants, and we would like the Wintroubs to remove their dirt road and reclaim our land to its natural state. In removing the road and reclaiming the land, we ask that the Wintroubs do not damage any of the trees we have planted near the property line. We will allow the Wintroubs to leave their tree on our property.

Each of these encroachments was made without our knowledge or consent. The most recent encroachment was in 1994. After being away for several months, we returned home to discover Jeffrey and Nancy Wintroub were building a road through our property during our absence. This was being done illegally and without our permission. We asked for an immediate halt to construction. And subsequently we wrote to the Wintroubs requesting that not only such incursion into our property be ceased but also that the road be removed and our land be reclaimed to its natural state at their cost. They never complied.

Jeffrey and Nancy Wintroub live on Parcel 47 where there are six homes, including their own. They have made enemies with all of their neighbors on their own parcel. Our property is Parcel 48. Over the years they have been attempting to unlawfully enter our property as well and make enemies with us, too.

Our position is clear. We are not doing any business with Jeffrey and Nancy Wintroub. And their illegal encroachment onto our property, which has caused us not only damages but sleepless nights, has to be rectified and compensated for. Their propane tank must not be on our property, and their road must not run through our property.

Respectfully yours,

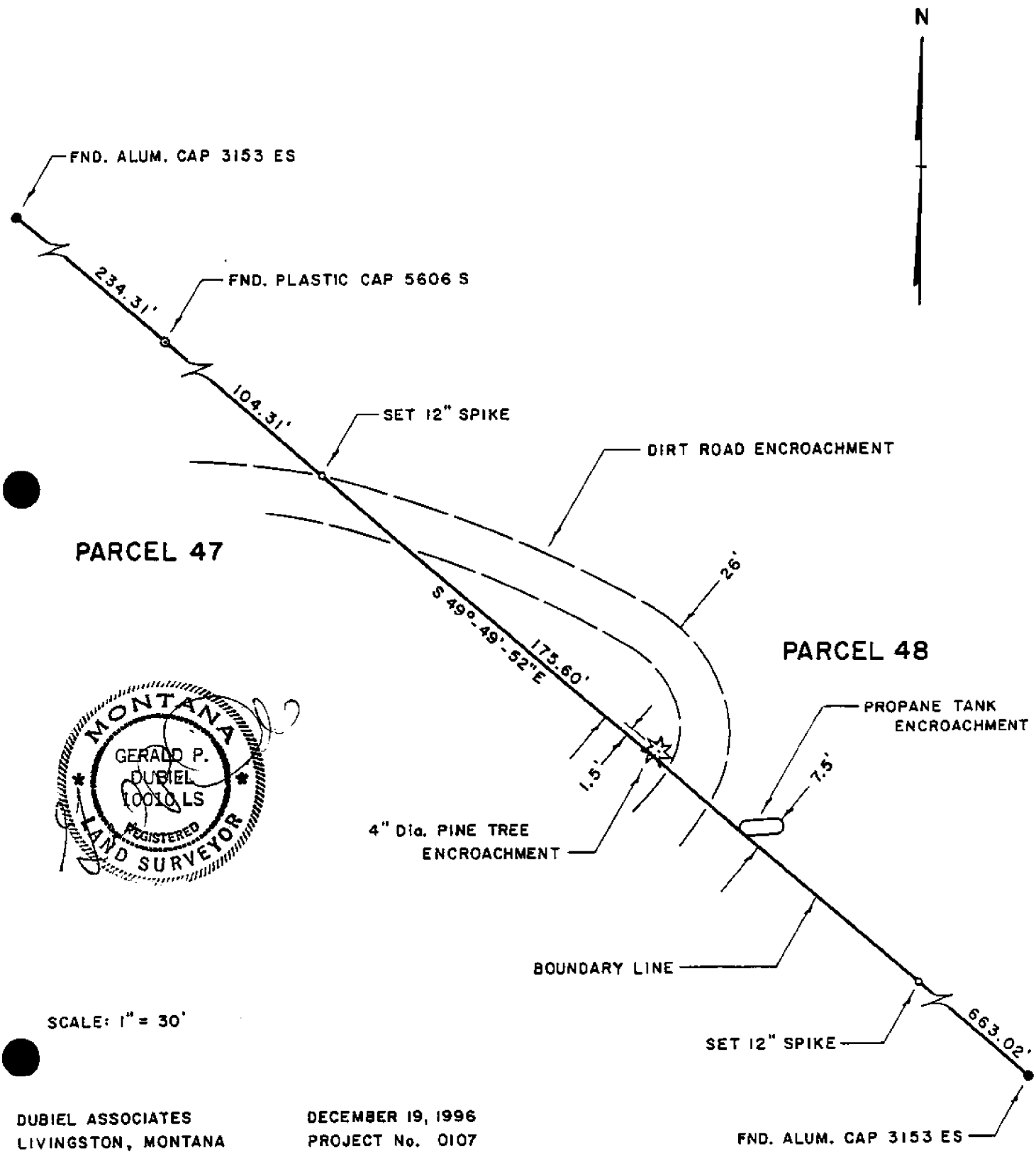
Ansara and Michelle Ali

cc:
Karl Knuchel P.C.
Glastonbury Landowners Association
John & Joyce Baylor
Marie Duce Santos
Sherman & Denise Dunn
Margaret Roach
Shirley Lloyd
Jeffrey & Nancy Wintroub

P.O. Box 594, Emigrant, MT 59027, (406)333-4296, Fax (406)333-4296

MAP SHOWING
THREE ENCROACHMENTS ON PARCEL 48, C.O.S. No. 615A
LOCATED IN THE
NW 1/4 OF SEC. 27 & NE1/4 OF SEC. 28, T5S, R8E, PARK COUNTY, MONTANA

PREPARED FOR ANSARA & MICHELLE ALI



MONTANA
GERALD P. DUBIEL
10010 LS
REGISTERED
LAND SURVEYOR

SCALE: 1" = 30'

DUBIEL ASSOCIATES
LIVINGSTON, MONTANA

DECEMBER 19, 1996
PROJECT No. 0107

GLA 00396

M. A. VON HAUSEN & ASSOCIATES
COMMUNITY planning, design, and development consultants

FAX----------

Date: MAY 10,1998 Time: 11:00 AM

To:

FAX DAN KEHOE (JR.) (406)333-4379

Subject: Glastonbury LAND USE MASTER PLAN

MESSAGE:

PLEASE PASS THIS LETTER and attachments ON TO DAN Kehoe Junior as soon as possible. It is important. This Letter is to be discussed with MASTER PLAN COMMITTEE ON MAY 11TH.1998. Look forward to hearing from Dan following the meeting. If Dan has any questions, please get him to phone me. Thanks for your help.

good fortune and cheers.

MICHAEL

NUMBER OF PAGES (including this page): 5 pages total
ORIGINAL TO FOLLOW: ( ) YES (X) NO

IF THERE IS A PROBLEM WITH THE TRANSMISSION, PLEASE CALL US AT (604) 536-3990, Thank you.

14562 16A Avenue, White Rock, British Columbia, Canada V4A 5S1
Tel(604) 536-3990 FAX (604) 536-3995

M. A. VON HAUSEN & ASSOCIATES

COMMUNITY planning, design, and development consultants

May 10, 1998

Daniel J. Kehoe, Jr.
Master Plan Committee Chairman
Glastonbury Landowner's Association
P.O. BOX 312
Emigrant, MONTANA 59027

File: 98-RTR-05

Dear Dan:

RE: Completion of the GLASTONBURY
LAND USE MASTER PLAN and GUIDELINES

It was good chatting with you last night to clear up some of the confusion and misunderstandings that have occurred over the past year. Following with your suggestion, I think that it is important to document the facts around this unfortunate miscommunication. In this way, you can share these facts with the Master Plan Committee on May 11, we can both learn from the experience, and proceed to finishing the Master Plan. As you can very well understand, I was very disappointed in the content of the letter of April 21, 1998, addressed to me indicating that the Landowner's Association did not require my services anymore. I have treated the Community with respect and dedication all the way through this Master Plan process. I would like to at least help the Master Plan Committee finish the Land Use Master Plan. I would expect that I deserve at least the same respect that I have given to the Community over the past two years.

1. The Completion of the Land Use Master Plan

I took the initiative to finish the main part of the Land Use Master Plan work during January and February of 1998. Much of this work was editing the content and doing detailed work that refined the substance of the Master Plan. This process is the normal result of the review and refinement of a document. I received no communication during that time but anticipated a phone call to start up the process again, since I heard the Landowner's Association was formed in the Fall of 1997. I assumed, as before, I would have to produce in a very short period of time. You will notice that the final document is a polished version of the first one with comprehensive illustrations of the proposed Village Centers and cluster development.

I would like to specifically highlight the following in the content of the document:

a. The Refined Plans and Perspectives of the Village Centers and Cluster Development were not part of the Draft Master Plan that was completed in March of 1997. This work was completed following the submission of the Draft Master Plan. This work has not been paid for by the Church nor the Glastonbury Landowner's Association. The rights still rest with me until they are paid for. This corrects the misunderstanding described in the third paragraph of your letter of April 21,1998.

b. Master Plan Illustration

This Master Plan Illustration simply reflects the refinements discussed at the meetings that took place in March of 1997. You mentioned a specific density schedule for each lot. Your schedule could easily complement the Master Plan illustration contained in the second draft of the Master Plan. Keep in mind that the Master Plan illustration reflects the policies in the document. The schedule you describe is very site specific, and although very helpful, might not adequately describe the overall intent of the Master Plan policies. However, both of these elements could be complementary in the final document. I would have to review the material to ensure that this is the case and that there are no inconsistencies between the policies, Master Plan Illustration and the Density Schedule.

14562 16A Avenue, White Rock, British Columbia, Canada V4A 5S1
Tel. (604) 536-3990 Fax (604) 536-3995

I firmly believe that the Master Plan is simply a polished refinement of the earlier draft. To dismiss it as something else is unjustified. Naturally, refinements and additions are part of the draft review process. I welcome your "density schedule" if it fits within the other policies within the document.

2. Completion of the Community Design Guidelines
Completion of "Guidelines" were always contained within the original contractual obligation between the Church and myself. Please check the original contract. The checklist for site plan submission is something I was never aware of or somehow was lost in the volumes of paper. I did review the covenants and standards and did integrate some of these into the wording of the guidelines as appropriate.

Again, these Community Design Guidelines are tied directly to the Master Plan content. They represent the detailed intentions for guiding the actual development of the site. That is how the Walker Center in Bozeman was developed- under the guidance of guidelines such as these. Otherwise, the Community could end up with undesirable development that does not add value to the land and does not attract more investment. As with the Master Plan, the Community Design Guidelines are in draft form and can be amended accordingly. I expect and welcome these changes as part of the natural review process. You can add the other "Standards" as you wish but the Standards do not have the direct connection with the intents of the Master Plan. Without the specific Community Design Guidelines, the vision of the Village Centers, Clusters and other rural development will be hard, if not impossible, to realize. I fear that the result could very well be lower quality and fragmented development.

3. The Original Contractual Obligations with the Church
Interestingly enough, the original contract between the Church and my firm envisioned an eight month process! There is a balance of **$3,000** left in the contractual agreement (executed on April 26,1996 by the Church) which included refinements of a draft Master Plan (previously referred to as the Comprehensive Plan) and guidelines. I have attached the payments in 1996 and 1997 regarding the contract and a comparison to the original figures (Exhibit A), keeping in mind some of the content and timing of the process was modified by further mutual agreement.

OPTIONS TO PROCEED
I have given further thought to our discussion around options to proceed. In view of the above facts, please consider the following with the guidance of the rest of the Master Plan Committee:

1. Least Attractive Option (present direction)
- pay for the illustrations and Plans of the Village Centers and clusters (not part of the Draft Master Plan of March 1997; sent to Dan Kehoe Sr. and Carla Healy originally by FAX on May 15,1997)
- seek my minimal guidance in completing the Land Use Master Plan
- **cost: time to complete illustrations: 6 illustrations 14 hours @ $65 = $910**

2. Most Attractive and Fair Option (cooperative venture that builds on products to date and completes original contract with Church of April 1996)
- use the refined Master Land Use Plan (Draft of March 1998) to complete the final Master Plan
- add the "Density Schedule" to the document and make any amendments to coordinate it with the policies in the document

EXHIBIT A:

FEE ESTIMATES AND ASSOCIATED STEPS

The following estimates the schedule and costs associated with each step in the process.

		* AMOUNT PAID (to MAY, 1998)
1. Formation of Steering and Technical Committees: (March) develop and review proposal	no cost	
2. Vision and Mission: (April) total 3 days - 1 day preparation; 1 - 2 day weekend visit;	$1,500	$1,500. May/96
3. Focus Group Ideas: (May) total 3 days - 1 - 2 day weekend visit and 1 day helping prep Ideas Workbook and evaluation	$1,500	$1,500. May 21/96
4. Develop Options: (July and August) a. 5 days - 4 days workshops, presentations, and meetings: 1 day site visits and evaluation	$2,500	$2,500. July 7/96
b. 4 days- survey and options document assembly	$2,000	VISION $1,000. Sept 28/96
5. Comprehensive Plan: (Sept. and October) total 14 days - 3 days evaluate feedback and meet to discuss; 9 days to draft and assemble mission/vision, policies, inventory and analysis, complete illustrative plans, guidelines, economic action plan: 2 day final edit and meetings	$7,000	4,500. April 26/97
TOTAL PROFESSIONAL FEES	$16,500	$11,500.
** BALANCE REMAINING		$3,000.

B. EXPENSES		
- Airfare $300 x 5 trips	$1,500	$2,264.37 /96
- Miscellaneous 10% (printing, fax, mail supplies, meals, travel, etc.) - assumes no accommodation or transportation costs while in Montana (stay with Glastonbury residents)	$1,400	$589.10 /97.
TOTAL REIMBURSABLE EXPENSES	$2,900	2,853.47
* BALANCE REMAINING		$46.53

NOTES:

1. Periodic payments will be made at the end of each step for the work completed and expenses incurred.
2. A retainer of $600 will be paid before the first visit to cover advance expenses.
3. The budget for each step will not be exceeded, unless with prior authorization of the client.
4. Assume $65.00/hr. or $500.00/day based on an eight hour day. Technical Support is not part of this contract but is available on $30.00/hr. basis.

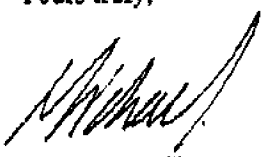
- use the Community Design Guidelines (Draft of March 1998) as a foundation and add the appropriate "Standards" as necessary to complete the document
- I review the modifications by the Community and Committee; final document still completed by Community in liaison with me
- **cost: to use drafts and build on content, review final = $3,000 (original contract balance of funds; see attachment Exhibit A for details)**

I think that the Committee can readily understand that in any of the future options, I will be required to review the final documents so I can ethically support and have my name associated with the products.

Dan, please review this letter and phone me once you have discussed the options with the Master Plan Committee. The suggestions in this letter provide my minimal requirements based on previous contractual obligations. I believe these are principle-based and reflect earlier agreements. As you can see, I want to finish the project and continue to support the Community-Building process. Anything less, would be a compromise that could result in a marginal product that does not serve the best interests of the Community of Glastonbury.

After all this time and effort it would be truly sad to see a compromise. I have so many good memories of my visits and interactions with Community members. Please extend my heartfelt apologies to the Master Plan Committee for any misunderstanding this miscommunication might have caused individuals or the group. It is truly unfortunate that my initiative could be misinterpreted this way. As we discussed, communication is the key to the success of this process, both internally and externally. I leave the proposals in your capable hands and look forward to your response.

Yours truly,



Michael von Hausen

MVH: mvh
Attachment

Glastonbury Landowners Association
Box 312, Emigrant, MT 59027

May 12, 1998

Dear Fellow Landowner,

Greetings in the light of a beautiful Montana springtime!

With the moderate winter of 1997-98 behind us, spring has arrived in Montana. And with spring comes the beginning of our building season. The purpose of this mailing is to reacquaint you with the approval process required of anyone initiating a construction project or subdivision within the Community of Glastonbury.

In essence, the process is quite simple. Before beginning a building project of any size, landowners must submit their plans for review by the GLA to check for compliance with the covenants and impending Land Use Master Plan. This process was established by a vote of the landowners in order to protect our property values and ensure a high quality of life for all residents.

We have worked hard to make sure that the review process is as fast and as minimally burdensome as possible. The covenants have the full force of law, and should be consulted by you to avoid unnecessary delays and expense.

Enclosed you will find the forms to use when requesting review of your construction project or subdivision, as well as a copy of the protocol for processing reviews. This protocol lays out the steps required for project or subdivision review. The highlights include:

- Before beginning work, submit the appropriate forms to request review, checking the "Preliminary" box. Send them to the GLA, attention: Joan Murphy, Secretary, Box 312, Emigrant, MT 59027.
- You only need to submit the appropriate forms for your project, including the Application cover form and either: "A" for construction projects; "B" for subdivision; or "C" for mobile home placement. It's that easy!
- Within 45 days of submission, the GLA will respond. If everything in your plan is in order, you will be given permission to proceed. If there are any problems (for example, inadequate setbacks from parcel boundaries, or excessive density created by subdivision), you will be notified so that you can correct the problem. For subdivisions, simultaneous submission to the GLA and state and local authorities is recommended.
- If you have not heard back from the GLA within ~~45~~ 60 days, you can proceed with the tacit understanding that the GLA has approved your project. If you are on a tight schedule, please let us know, and we will try to expedite your review.
- Upon completion of your construction project, or, for subdivisions, after you have received state and local approvals, resubmit your application for final approval, checking the "Final" box.

We believe that, when compared to any urban area in the U.S.A., obtaining the required permissions to build in Montana is fast and easy. If you have any questions, or would like additional assistance, please consult the resources listed below, and/or the engineering/planning/legal advisors of your choice.

Also, please remember to obtain all required state and local permits, including septic, plumbing, and electrical permits, from the appropriate governmental agencies.

Resources for further information include:

Jessica Gibbons	
~~Ellen Woodbury, Park County Planner, 406-222-4144~~	Subdivisions and other questions
Daniel Kehoe, Jr., 406-333-4222, 333-4851(fax)	Land Use Master Plan Committee, GLA
Andrew Field, 406-333-4567, 406-333-4907(fax)	Project Review, GLA
Philip Hoag, 406-333-4707, 333-4344(fax)	Project Review, GLA
Horus Brailsford, 406-333-4316, 333-4877(fax)	Project Review, Roads & Driveways, GLA
David Newhouse, Sr., 406-333-4242	Roads & Driveways, GLA
William Smith, P.E., 406-333-9040	Glastonbury resident and engineer

May you be blessed with foresight and good weather in your project,

Sincerely,

Glastonbury Landowners Association
Architectural Subcommittee of the Project Review Committee
Protocol for Processing Reviews

Plans submitted to the Secretary of the Landowners Association for review, in accordance with Section 6.01 of the Restated Declaration of Covenants, will be forwarded to the Architectural Subcommittee. The Secretary will have it noted in the minutes of the next GLA Board meeting which applications have been or are being forwarded to the Subcommittee. This will be the first public notice that a project is under consideration. Landowners desiring to comment upon a proposed project should submit their written comments to the chairman of the Architectural Subcommittee, or contact the chairman to be scheduled on the agenda of the Subcommittee to make comments.

Landowners must submit plans for Preliminary approval prior to beginning work. Upon completion, the application should be resubmitted for Final approval, noting any "as built" changes. Minor projects, such as tool sheds, fences, and remodels, require only a Preliminary approval.

The Subcommittee will review the plans for compliance with the Covenants and the Master Plan, when adopted. The Subcommittee recommendation will be submitted to the GLA Board for action in a timely manner. A landowner may interpret a lack of response from the GLA for 60 days after submission to the GLA Secretary to be tacit approval for the project to proceed.

The Subcommittee will prepare a recommendation for the Project Review Committee (PRC, currently composed of the Board of Directors, per section I.2 of the Bylaws). This recommendation can be:

1. Unconditional Approval. (Preliminary or Final)
2. Conditional Approval. (Preliminary or Final)
3. Disapproval.
4. Request for more information from the landowner.
5. Request full review of details by Project Review Committee.

Any member of the Subcommittee who does not agree with the recommendations of the majority may submit a minority report to the PRC.

The Subcommittee will keep minutes of its meetings, to include any decisions made.

The Subcommittee may, but is not required to, operate on a parliamentary procedure basis.

The Subcommittee will attempt to have its recommendations submitted to the GLA Secretary in time for the mailing of the Notice and Agenda of each GLA board meeting. The items being brought to the Board for final action should be specified in the Agenda, including landowner name, address, and parcel number. GLA board members or interested Landowners who would like further information on any of the items scheduled for action are requested to contact a member of the Subcommittee in advance of the GLA board meeting, to save the time of the Board.

Landowners and Board members may object to or comment upon proposed action prior to the vote. As a courtesy, it is requested that they first address their concerns to the Subcommittee, so that they can be considered as early in the process as possible.

In order for a project to be granted approval, the applying landowner must be current on payment of the Annual Assessment.

Requests for subdivision review should include copies of all necessary County and State approvals. The GLA will not give final approval for subdivision until the County and State have done so. Requests for subdivision approval should also include a list of the name, phone number, and mailing address of each owner of the newly created tracts or lots, for Association records, as well as sufficient payment to bring assessment payments current.

Rev. 5/98

Glastonbury Landowners Association

Petty Cash Procedures

The purpose of petty cash is to facility easy reimbursement of expenses made on behalf of the GLA after such expenses have been approved by the treasurer or board of directors.

1. The petty cash fund is a nominal $100.00.

2. For any payment made out of petty cash the treasurer will sign a receipt indicating the amount of payment, to whom, and the purpose of payment made. A receipt or invoice will be attached to the record the treasurer keeps of the cash transaction.

3. Payments out of petty cash shall not exceed $25.00 per reimbursement.

4. Fund to be replenished by reimbursement for amount of receipts with check signed by board member

Disbursement of Funds

1. Invoice is submitted to the treasurer.

2. Invoice is approved by committee chair or designee requesting expenditure.

3. Treasurer checks invoice and verifies budget approval.

4. Treasurer writes check for approved amount

5. Check is cosigned by board member authorized by the board of directors to sign. After the yearly election of the board of directors designated board members submit their signature on a signature card to the bank so they may cosign checks.

6. Treasurer mails signed check.

7. Treasurer enters payment in check register noting amount of payment and category of expense.

8. Treasurer files invoice.

Glastonbury Landowners Association
P. O. BOX 312
EMIGRANT, MT 59027

May XX, 1998

Dear Landowner,

The Glastonbury Landowners Association (GLA) Board of Directors has received inquiries from landowners regarding the Golden Age Cooperative Development Fund because the landowners thought the Golden Age Cooperative was a committee or representative body of the GLA. The Church's Glastonbury Comprehensive Planning Committee (GCPC) did have an economic focus group of which some of the Golden Age Cooperative's directors were members. With the Church's dissolution of the GCPC, all the subcommittees were also dissolved.

The Golden Age Cooperative has no relationship to the to the GLA. The drawings used in the Descriptive Circular done by Michael von Hausen are similar to the ones he did in the Draft Master Plan done for the Church and the GCPC. The Golden Age Cooperative is a private business enterprise that proposes an investment opportunity. There are risks involved in such an investment and the GLA Board would advise you to exercise due diligence in any such business investment.

Many prudent questions about the Golden Age Cooperative had been directed to the GLA. These questions were relayed by the GLA Board in a letter of March 31st to the Golden Age Cooperative's Board. Their letter of April 21st declined to answer the questions. Part of their response was "Regarding the long list of further questions that the GLA has fielded and feels compelled to answer, we would like to suggest that those who have questions be re-directed to us for their answers."

I hope this clears up any confusion regarding this matter.

Sincerely,
Glastonbury Landowners Association Board

Patrick Wolberd
President

Glastonbury Landowners Association
GUIDLINES
May 2, 1998

1. September 27, 1997 (4.3.5) The GLA will accept a fax communication on any item but one which requires a legal filing.

2. October 6, 1997 (8.1) The GLA Secretary or her designated representative are the only individuals authorized to handle original GLA documents.

3. October 6, 1997 (3.2) When a committee head wants to send out a letter, he should prepare it to go out under the President's signature, so that one person will be aware of all correspondence that goes out under the name of the GLA.

4. October 6, 1997 (4.1.4) There will be a Petty Cash Fund of $100, to be managed by the Treasurer. The Treasurer may disburse funds up to $100 without the authorization of the Board, however any reimbursements require Board approval.

5. October 20, 1997 (4.1) The Board agreed that it was best for a Board member should open the Glastonbury mail.

6. October 20, 1997 (8.1) The Board will only request from the developer those deeds and other documents related to parcels/tracts with an active status before the Board.

7. October 20, 1997 (3.2.7) Anyone serving on the GLA Board or a GLA Committee who finds himself in a conflict of interest in a capacity in which he is serving, shall abstain from any voting on such a matter.

8. November 17, 1997 (8.7) In a closed ballot, the actual number of votes someone has received is not secret and may be relayed if requested.

9. January 19, 1998 (3.2) Each upcoming meeting of an approved committee or subcommittee should be printed in advance in the GLA Board Agenda.

10. January 19, 1998 (3.2) Any landowner with a subdivision proposal first submit the paperwork to the GLA Secretary, so that a record of the proposal can be made in the minutes. The Secretary should then pass on the proposal to the Chair of the Architectural Subcommittee.

11. January 19, 1998 (3.2) Once the Board has approved of a subdivision, the paperwork should be passed from the Chair of the Architectural Subcommittee to the Treasurer. Once she has calculated the new assessment fees owing, the Treasurer is to pass the paperwork to the Secretary for record storage. The Treasurer is also to relay the information to the Accountant so that the new community assessments can be generated.

12. January 19, 1998 (3.2) Although it is the responsibility of the developer of a subdivision to see that any of his purchasers receives the correct Glastonbury paperwork, the Treasurer of the GLA as a courtesy will send a copy of the Covenants and Bylaws to each new landowner at the same time the first notice of assessments is sent to that landowner.

13. February 2, 1998 (3.1) There was Board consensus that the intent of the language of the Covenants was for land to be referred to as a "tract" in the event that a subdivision had occurred. In the event of a future vote on the Covenants, the GLA should examine this language for inclusion, as well as verbage referred to in the fourth and fifth points of Jerry Dirkers's letter to the Board of 2-2-98.

14. February 2, 1998 (4.3.1) Landowners filing for a subdivision arerequired to pay assessment fees only for the current quarter and for all past due amounts. When these have been paid, the GLA Secretary will mail the developer a notice regarding same.

15. February 16, 1998 (3.1) The GLA will not give out the GLA mailing list to anyone.

16. February 16, 1998 (4.1) When a presiding court is involved in the partitioning of any Glastonbury parcel, the GLA Secretary should send a letter to it informing them of the total past due assessments for the parcel, and noting that the GLA would require the assessments to be paid as part of any settlement.

17. February 16, 1998 (4.1) When landowners request a break-down of assessment fees prior to 1998, the GLA Treasurer should send a form letter stating that they should obtain this information from the other co-tenants of the parcel.

18. February 16, 1998 (8.3) The Board will meet every 3 weeks. If a member cannot attend he or she should notify one of the officers of this, and also give that officer or another Board member a proxy to represent them.

GLASTONBURY LANDOWNERS ASSOCIATION
PROJECT REVIEW APPLICATION

Parcel/Tract No. _____ COS No._____ Glastonbury: ❑ North ❑ South

Parcel Owner(s) _____

Name(s) of Applicant(s) _____

Mailing Address _____

City/State/Zip _____

Telephone (day) _____ Telephone (night) _____

I hereby request that the Glastonbury Landowners Association (GLA) Project Review Committee review the following project(s) or proposal(s) for the above-described property in the Community (please check in the spaces below for each contemplated project or proposal as appropriate):

❑ Preliminary Approval ❑ Final Approval

MANDATORY REVIEW

A. ❑ Proposed Construction Project
- ❑ Residence ❑ Agricultural Building
- ❑ Road ❑ Other (specify) _____

B. ❑ Proposed Parcel Subdivision

C. ❑ Proposed Mobile Home Placement

D. ❑ General Development
- ❑ Sepic/Sewage Disposal System
- ❑ Water Source Other than Well
- ❑ Other (specify) _____

E. ❑ Proposed Land Use
- ❑ Commercial ❑ Institutional ❑ Sign
- ❑ Other (specify) _____

F. ❑ Proposed Variance from Covenants and Rules of the Community
- ❑ Agricultural Covenants or Rules
- ❑ Health, Safety, Nuisance and Land Use Covenants or Rules
- ❑ Structures and Improvements Covenants or Rules
- ❑ Recreation and Common Use Land Covenants or Rules
- ❑ Roads and Easements Covenants or Rules
- ❑ Subdivision Covenants or Rules
- ❑ Other (specify): _____

SANITATION/RECLAMATION BOND REQUIRED

G. ❑ $250.00

(Attach check—your cancelled check is your receipt)

SEE REVERSE SIDE FOR MORE INFORMATION

I understand that the Glastonbury Project Review Committee's approval—and any comments or recommendations—does not constitute an endorsement or approval of the design, engineering, safety or legality of the proposed project or any structures, and the Glastonbury Landowners Association, the Committee, and all of their agents shall not be liable therefor.

Date_____, 19___ _____

SIGNATURE OF THE APPLICANT

Return to: Glastonbury Landowners Association, Box 312, Emigrant, MT 59027

Rev. 6/98

(See reverse side of this page for instructions on completing the Application and collecting all required or recommended supplementary information)

INSTRUCTIONS

Please complete the attached supplementary information pages as are appropriate to each of the projects or proposals on the Application. If you are requesting review or approval of more than one project or proposal in any of the categories, please use a separate sheet for each one. Additional copies of these pages may be obtained from the Glastonbury Landowners Association or you may make photo copies as needed.

We request that you submit a site plan or layout of your project(s) on a 1"=200' or larger scale topographic map of the affected parcel (s).

We will assign a project number to each project or proposal when it is submitted for review, and, therefore, the Project Number blank on the top right-hand side of each supplementary information page should be left blank.

Mandatory Reviews, or suggestions given by the Glastonbury Project Review Committee or its agents, should not be construed as consulting or engineering services. You are advised to hire a consultant specializing in the type of project you are proposing.

The Glastonbury Landowners Association, the Committee, and their agents shall have no liability or obligation for any of their actions or failures to act hereunder to any person or entity. The relationship between the Committee or its agents and landowners shall be deemed to be that of independent contractors, and not that of principal and agent, trustee and beneficiary, partnership or joint venture. The Glastonbury Project Review Committee's approval—and any comments or recommendations—does not constitute an endorsement or approval of the design, engineering, safety or legality of the proposed project or any structures, and the GLA, the Committee, and all of their agents shall not be liable therefor.

DEFINITIONS

Subdivision. A subdivision shall include any division of a parcel into multiple pieces smaller than the original, a redivision, or any other treatment of a parcel which would fall under the definition of a "subdivision" under state or local laws or regulations—including recreational vehicle parks, mobile home parks, and condominium projects. Park County regulations provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision.

Variance. The GLA has reserved the right to waive or grant variances to any of the provisions of the Declaration of Covenants and associated rules where, in its discretion, it believes same to be necessary and where the same will not be injurious to the rest of the Community.

SANITATION/RECLAMATION BOND

Due to problems that have been encountered with blowing trash from construction sited, workmen visiting neighbor's homes to use their bathrooms, the failure of owners and contractors t properly clean up after construction jobs, including waste concrete piles that have been dumped in various parts of the Community (which requires a backhoe and dump truck to clean up), and land disturbed by construction not being properly reclaimed, we have found it necessary to institute a Sanitation/Reclamation Bond for each construction job. The owner or contractor of a construction project is required to submit a two hundred and fifty dollar ($250) bond with each application or group of applications covering a project.

The bond will be held by the GLA to ensure that the following requirements are met:

a. Sanitary facility such as a porta-potty is provided for workers on the job site;
b. Adequate trash containers with lids are placed and used on the job site;
c. Temporary fencing (i.e. snow fence) is installed around the perimeter of the work area to prevent debris from blowing to adjacent parcels (the fence will normally be needed only on the northern and eastern perimeters of the job site);
d. Adequate cleanup is performed on the job site and adjoining parcels, including waste concrete piles (note: a hole may be provided at the construction site for waste concrete, to be buried at the end of the job); and
e. Satisfactory reclamation of the construction site according to the published Glastonbury Reclamation Guidelines.

If at any time during the project the requirements are not met, after five days notice the Committee reserves the right to ensure these facilities are provided at the owner/contractor's expense according to the following charges:

Porta-Potty	$50.00 per month
Pumping fee	$45.00 each
Trash container w/lid	$20.00 each
Install 4' snow fencing	$50.00 per 50' length
Fence posts for snow fence	$16.00 per 50' length
Clean up waste concrete	$75.00 per hour
Reclamation work	$75.00 per hour
Top soil	$12.00 per cubic yard

The above fees will be charged to the owner or contractor as they occur and are payable within 10 days. The bond is held to insure payment and may be applied to any such charges which are unpaid. Upon completion of the project the bond will be returned to the owner or contractor, less any deductions for unpaid charges.

The Sanitation/Reclamation Bond, or a portion of it, may be waived upon written request if the owner or contractor can demonstrate that (1) a sanitation facility is already available for workers, (2) adequate trash containers are already available, or (3) that the project is of the type that little trash will be generated and/or little or no reclamation will be required.

GLASTONBURY LANDOWNERS ASSOCIATION
PROJECT REVIEW APPLICATION

Parcel/Tract No. _____ COS No._____ Glastonbury: ❑ North ❑ South

Parcel Owner(s) _____

Name(s) of Applicant(s) _____

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G. ❑ $250.00

(Attach check—your cancelled check is your receipt)

SEE REVERSE SIDE FOR MORE INFORMATION

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SIGNATURE OF THE APPLICANT

Return to: Glastonbury Landowners Association, Box 312, Emigrant, MT 59027

Rev. 6/98

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SANITATION/RECLAMATION BOND

Due to problems that have been encountered with blowing trash from construction sited, workmen visiting neighbor's homes to use their bathrooms, the failure of owners and contractors t properly clean up after construction jobs, including waste concrete piles that have been dumped in various parts of the Community (which requires a backhoe and dump truck to clean up), and land disturbed by construction not being properly reclaimed, we have found it necessary to institute a Sanitation/Reclamation Bond for each construction job. The owner or contractor of a construction project is required to submit a two hundred and fifty dollar ($250) bond with each application or group of applications covering a project.

The bond will be held by the GLA to ensure that the following requirements are met:

a. Sanitary facility such as a porta-potty is provided for workers on the job site;
b. Adequate trash containers with lids are placed and used on the job site;
c. Temporary fencing (i.e. snow fence) is installed around the perimeter of the work area to prevent debris from blowing to adjacent parcels (the fence will normally be needed only on the northern and eastern perimeters of the job site);
d. Adequate cleanup is performed on the job site and adjoining parcels, including waste concrete piles (note: a hole may be provided at the construction site for waste concrete, to be buried at the end of the job); and
e. Satisfactory reclamation of the construction site according to the published Glastonbury Reclamation Guidelines.

If at any time during the project the requirements are not met, after five days notice the Committee reserves the right to ensure these facilities are provided at the owner/contractor's expense according to the following charges:

Porta-Potty	$50.00 per month
Pumping fee	$45.00 each
Trash container w/lid	$20.00 each
Install 4' snow fencing	$50.00 per 50' length
Fence posts for snow fence	$16.00 per 50' length
Clean up waste concrete	$75.00 per hour
Reclamation work	$75.00 per hour
Top soil	$12.00 per cubic yard

The above fees will be charged to the owner or contractor as they occur and are payable within 10 days. The bond is held to insure payment and may be applied to any such charges which are unpaid. Upon completion of the project the bond will be returned to the owner or contractor, less any deductions for unpaid charges.

The Sanitation/Reclamation Bond, or a portion of it, may be waived upon written request if the owner or contractor can demonstrate that (1) a sanitation facility is already available for workers, (2) adequate trash containers are already available, or (3) that the project is of the type that little trash will be generated and/or little or no reclamation will be required.

FORM A: PROPOSED CONSTRUCTION PROJECT

Project No. _____
(Office Use Only)

Check One: ❑ Residence ❑ Agricultural Building
❑ Private Road ❑ Other (specify): _____

MAPS OR DRAWINGS REQUIRED

1. A Glastonbury Certificate of Survey Topo Map (Scale: 1" = 100'; Contour Interval = 10'), or larger scale topographic map, which shows the location of all existing and proposed improvements, public and private roads, drainage courses, wells and septic systems.

2. A detailed site drawing (on a scale of at least 1/16" = 1") showing the location of all permanent and temporary buildings, structures, roads, driveways, all utility rooms, septic tanks and drainfields, wells, cisterns, patios, decks, retaining walls, landscaping, culverts, and all watercourses including streams, draws, drainage ditches, etc. in the immediate vicinity of the proposed construction project. Include accurate dimensions showing distances between structures and other developments. (Note: a watercourse is defined by the state of Montana as an area which carries any flow of water at any time during the year. Thus, a watercourse may be dry most of the year.)

3. A design drawing of the proposed construction project on a scale of 1/4" = 1' or 1/8" = 1". Drawings should include details of the following information as is appropriate to your project: drainage around structure, foundation and structural plans, architectural plans, electrical, mechanical (heating, ventilation and air conditioning), plumbing, waste water and sewage facilities, water and food storage, fallout shelter, air ventilation and water proofing (underground structures).

Brief description of construction project _____

Total sq. ft. _____ width _____ length _____

Number of stories _____ Basement: ❑ Yes ❑ No height _____

Method of construction _____

Materials to be used _____

Describe your plan for the foundation _____

Architect or Designer and Address _____

Contractor and Address _____

Private Roads and Driveways:

Length _____ Driving Width _____ Maximum Grade _____

No. of Culverts _____ Source of Materials _____

Is the proposed road staked out? ❑ Yes ❑ No

Planned begin date _____ Estimated time to complete _____

Estimated cost $_____ Financing: Cash $_____ Loan $_____

Source of Financing _____

Have you obtained a septic system permit from the County Health Department? ❑ Yes ❑ No

❑ Copy of permit attached.

Rev. 6/98

FORM B: PROPOSED PARCEL SUBDIVISION

Project No._____
(Office Use Only)

1. **Before Preliminary Review.** A Glastonbury Certificate of Survey Topo Map (scale 1" = 100'; contour interval = 10'), or larger scale topographic map, showing: present parcel boundary lines and dimensions, proposed divisions lines and new lot dimensions, appropriate acreage of each lot, building site(s) available on each lot, satisfactory easements for access roads and utilities to each lot, and drainage and watercourses on each lot.

2. **Before Final Approval.** A Subdivision Plat or Certificate of Survey prepared by a Registered Land Surveyor showing all survey and platting information required by state law, in substantially the same form as preliminarily approved by the committee. Copies of all necessary State and County Approvals.

Original Parcel No. _____ COS No. _____ Total No. of New Tracts/Lots Proposed _____

Name & address of Registered Land Surveyor who will prepare Subdivision Plat or Certificate of Survey if this request is approved: _____

_____

Describe in detail how road access and required utilities will be provided to all new tracts/lots (attach additional sheets as necessary)_____

_____

_____

_____

List the names and addresses of those to whom you propose to sell these tracts/lots (if known at this time):

_____

_____

_____

_____

List the name, address and phone number of each person who will be an owner of the new tracts/lots:

Tract/lot# _____ Owner info: _____

_____

Tract/lot# _____ Owner info: _____

_____

Tract/lot# _____ Owner info: _____

_____

Tract/lot# _____ Owner info: _____

_____

Tract/lot# _____ Owner info: _____

_____

Additional comments or information: _____

_____

Rev. 6/98

FORM C: PROPOSED MOBILE HOME PLACEMENT

Project No._____
(Office Use Only)

MAPS OR DRAWINGS REQUIRED

1. A Glastonbury Certificate of Survey Topo Map (Scale: 1" = 100'; Contour Interval = 10'), or larger scale topographic map, which shows the proposed location of the mobile home, roads, drainage courses, well, septic system, and any other existing or proposed improvements.

MOBILE HOME INFORMATION

Make _____ Model _____ Year _____

Dimensions _____ Total Sq. Ft. _____

Does your mobile home have a pitched roof? ❑ Yes ❑ No If no, describe your plans for retrofitting with a pitched roof (attach drawing). _____

_____

Does your mobile home have a roof overhang? ❑ Yes ❑ No If no, which of the following do you plan to add? (attach drawing). ❑ Garage ❑ Covered Carport ❑ Covered Terrace or Patio ❑ Roof Overhang If your mobile home is used, please attach several pictures of the exterior and describe its general condition.

PLACEMENT DETAILS

Number of feet from nearest stream, draw, drainage ditch, well, septic tank or drainfield _____

Average depth of pad below ground level _____

Material to be used on pad base _____

Thickness of base material _____

Are well water and septic system riser pipes to be laid before mobile home is placed? ❑ Yes ❑ No

If not, please explain condition or situation which would not enable you to place water and septic riser pipes before the mobile home is positioned. _____

_____

_____

Is pad laid out such that a mover can place mobile home on pad, disconnect and pull out? ❑ Yes ❑ No

If not, explain how you propose to position your mobile home: _____

_____

Have you reviewed the Mobile Home Specifications and Standards, and do you agree to abide by them?

❑ Yes ❑ No Describe any proposed deviations: _____

_____

_____

Have you obtained a septic system permit from the County Health Department? ❑ Yes ❑ No

❑ Copy of permit attached.

Rev. 6/98

I give Maria Scoble my proxy to vote at the 5/11/98 GLA board meeting.

Linda Krema

1998-06-01_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Draft
Needs to be finalized w/edits pg 3, 4, 5

Minutes
June 1, 1998

1. **Call to Order, Prayer** - The meeting was called to order at 7:18 p.m.by Patrick Wolberd.

Meeting was held at South Glastonbury TC. Invocation was given by Dan Kehoe, Jr.

PRESENT: Patrick Wolberd (President), Dan Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Peggy Keathey, Linda Kremer, Walter Wunsch, David Newhouse, Andrew Field and Philip Hoag. Ombudsman Laurel Matthews, S. Glastonbury, was also present.

PRESENT BY PROXY: Horus Brailsford

ABSENT: Philip Covington and Ombudsman Margaret Roach, N. Glastonbury.

2. **Reading and Dispostion of Minutes** - The minutes of 5-11-98 were approved.

3. **Order of Business**

4. **Reports of Officers and Committees**

4.1 Treasurer's Report Maria Scoble, Treasurer

M. Scoble distributed the Balance Sheet as of May 31, 1998 and Profit & Loss Statement, Jan.- May 1998. Copies of these documents are filed herewith.

DISCUSSION: There was an error noted in the reporting of accounts receivable.

FOLLOW-UP: P. Wolberd, M. Scoble and P. Keathley will meet with Melanie of D. Holm accounting firm on Monday, June 8th, 9 a.m., to correct accounting procedures and reporting.

FOLLOW-UP: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 6-22-98.

FOLLOW-UP: M. Scoble/P. Keathley - Prepare a supplies purchase proposal after receipt of committee budgets.

FOLLOW-UP: D. Newhouse/W. Wunsch - Deveop a committee budget by 6-1-98. Road Committee and Fire Water Committee will present budgets in this meeting.

4.2 Finance Committee Report Maria Scoble, Chair

DELINQUENT ACCOUNTS: M. Scoble presented a proposal from the Finance Committee re delinquent accounts.

DISCUSSION: Various methods of collecting outstanding fees were suggested including letting collection agency handle them or placing liens on property owned. After discussion, there was consensus that liens should be placed on property owned for amounts due in current year (1998);

a. When there has been no attempt to pay fees owed by the October billing; terms of interest and liens to be printed on billing statements.
This statement should be a receipt return letter, a personal phone call to have been made one week prior to sending the statement.
Interest and penalties are stated in the covenants and must be complied with; interest to start with the date of the revised covenants or the date the account becomes overdue, whichever is more recent.

b. If at any time the amount owed is in excess of $500.

c. If property goes up for sale - a week's notice to be given before lien is filed.

FOLLOW-UP: M. Scoble - Write conditions, above stated, into draft letter for mailing to landowners by 6-22-98.

FOLLOW-UP: R. Varkevisser - Call delinquent accounts over $500 with new guide-lines by 6-22-98.

It was stated that Edward Francis has said the GLA owes the Church money from the Wintroub ~~Wintrop~~ account.

FOLLOW-UP: M. Scoble - Write letter to Church telling them to bill the GLA for the

amount owed, checking with Joyce Baylor for the exact amount of special assessments by 6-22-98.

FOLLOW-UP: M. Scoble - Send follow-up letter to Edward Francis by 6-22-98.

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 6-22-98.

4.3 Architecture Subcommittee Andrew Field, Chair

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 6-22-98

FOLLOW-UP: A. Field - Gave generic letter to Secretary to send to Developer re Parcel 10 North.

FOLLOW-UP: J. Murphy - Sent final approval letter to Reed Johnson, Parcel 22 North.

FOLLOW-UP: A. Field - Presented to Secretary final printed copies of cover letter to landowners with Protocol for Processing Reviews, plus Project Review Application, with Form A (Proposed Contruction Project). Form B (Proposed Parcel subdivision) and Form C (Proposed Mobile Home Placement); these forms to be mailed by Secretary to all landowners as soon as possible. Copies of these forms are filed herewith.

ACTION: A. Field moved, M. Scoble seconded to pay for the formating and printing of the above mentioned forms in the amount of $97 to Nancy Batden. Motion carried unanimously.

FOLLOW-UP: J. Murphy - Will send Parcel 21 letter with assessment confirmation on June 2, 1998.

FOLLOW-UP: A. Field - Report to Board re Norma Brown parcel construction.

A. Field reported proposed construction by Norma Brown was for a garage with a virtual flat roof and a wooden plank floor. What is needed is a decent view plan and gabled roof with matching siding. The project is not in keeping with committee guidelines.

DISCUSSION: P. Hoag offered to visit her and give advice as to what is needed and what will be more economical for her. D. Newhouse also offered to advise her on the

project.

ACTION: A.Field moved, P. Hoag seconded to deny present construction plans of Norma Brown. Motion carried unanimously.

4.4 Road Committee Report David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Spoke with Dennis Brandon of Park County re paving Story Road, Capricorn Dr. and Dry Creek Road. D. Brandon stated that the County is too busy to handle this project at the present time. Tax money toward roads is only $40 per $1,000 collected.

DISCUSSION: Estimated cost per mile of paving is $100,000. Suggestion was made to have a power meeting with officials of businesses located in Emigrant, namely: First National Bank, Emigrant Post Office, the trailer court, St. John's Episcopal Church, Pete Story and North Glastonbury to share cost with the County of paving the 3/4 mile road through Emigrant.

FOLLOW-UP: W. Wunsch - Do an actual cost estimate of project by 6-22-98.

FOLLOW-UP: D. Newhouse - Gave Secretary estimated road budget.

DISCUSSION: D. Newhouse stated something is needed to keep topping from blowing away after being spread on roads. He said he would try anhydrous ammonia on his own driveway to test results

FOLLOW-UP: D. Newhouse - Certificate of Insurance re Dirkers plowing. D. Newhouse stated M. Dirkers is in the process of procuring Certificate of Insurance naming GLA as an additional insured.

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property by 6-22-98.

FOLLOW-UP: P. Hoag - Contacted D. Kimpson concerning foot path or road near waterfall and above Pitt property for easier passage to Forest Service. D. Kimpson will do a cost estimate at no charge. Report to Board estimated project cost by 6-22-98.

FOLLOW-UP: D. Newhouse - Check with Church on sign off date for the road agreement. P. Wolberd stated he spoke with E. Francis on phone and agreement would be forthcoming in a week or two. Report back to Board by 6-22-98

ACTION: A. Field moved, J. Murphy seconded to approve construction of garage proposed by E. Newhouse on Parcel 25 North. Motion carried unanimously.

ACTION: A. Field moved, M. Scoble seconded to give preliminary approval for subdivision of Parcel 25 North (Eric Newhouse/Maydell Goulart). Motion carried unanimously.

(Agenda Item 8.5)

ACTION: J. Murphy moved, L. Kremer seconded to renew liability insurance for roads written by Western States Insurance, located in Missoula, MT, for period of one year, in the amount of $4,583.53 premium. Motion carried unanimously.

4.5 Nominating Committee Report

J. Murphy volunteered to serve as Chairman of Nominating Committee. M. Scoble volunteered to serve on committee.

FOLLOW-UP: J. Murphy/M. Scoble - organize committee, recruit committee members, submit ballpark figure for budget, ~~and send out promotional material encouraging people to run for GLA Board by 6-22-98.~~ August

FOLLOW-UP: P. Wolberd - Call P. Covington re missing four meetings by 6-22-98.

4.6 Complaint Committee Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Submit recommendation to Board re W. Pitt/Alfaro complaint. J. Murphy stated this matter was involved with the road considerations re W. Pitt and his property. She stated, however, that she told W. Pitt he must keep his dog restrained.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe, Jr., Chair

FOLLOW-UP: J. Murphy - Mailed letter to GLA members disclaiming endorsement of Golden Age Cooperative

FOLLOW-UP: D. Kehoe, Jr. - Sent letter to M. von Hausen in response to his fax of 5-10-98 and routed material to Church.

D. Kehoe stated the next LUMP committee meeting would be June 18th. All von Hausen material has been molded into the Table of Contents.

DISCUSSION: When asked when process would be finished, D. Kehoe responded vote would be ready to be taken hopefully by the end of the summer. He stated a town planner was probably not needed since GLA thrust is on parcel density and not town centers.

It was suggested to have separate meetings for North and South Glastonbury.

P. Hoag suggested multiple choice on ballots for size, density, etc. and have voting on the .spot. D. Kehoe suggested questionnaires be sent to landowners.

FOLLOW-UP: D. Kehoe - Create rough draft of plan to be brought to the Board by 7-13-98.

4.8 High South Fire Water Reservoir Advisory Committee Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch - Alternatives for Fire Water Reservoir: W. Wunsch reported that an 8-ft deep pond would cost from $7,000 to $15,000. This would be a recreational pond. Water tank could be buried and be used for reservoir, also. Tank purchased from Church would cost about $20,000. Tanks from other sources might cost from $7,000 to $9,000.

DISCUSSION: P. Hoag stated that old fuel tanks could be purchased which would serve the purpose very well for much less money, probably around $600. It was also pointed out that the County will give the hydrant and piping and that Phil Lawson of the Community Fire Dept. has said that funding can be procured.

FOLLOW-UP: W. Wunsch - Report to Board findings re funding and County participation by 6-22-98.

5. Ombudsman Report

NORTH GLASTONBURY - No report.

SOUTH GLASTONBURY - Laurel Matthews reported that a letter from Johanna Jonas was received at the office of Gilber Cleirbaut in which she ex pressed concern over personal articles in the Victory Shelter located in South Glastonbury. J. Jonas also stated concern over the monthly fees required by the shelter. Letter was referred to Ombudsman for South Glastonbury. L. Matthews contacted J. Jonas and Victory Shelter representative and was able to allay for the most part the anxiety of J. Jonas.

6.1 - 7.3 No discussion.

8. New Business

8.1 GAV Purchase, GLA as possible investor? - W. Wunsch

Chris Kelley from the Church has spoken to both residents of North and South Glastonbury and has explained that the Church is not negotiating with anyone outside the Church for the purchase of GAV. A group of residents of Glastonbury have initiated a tentative plan to purchase GAV - 10 investors with $10,000 each to create a down payment. W. Wunsch has suggested that the GLA could be one of the investors. Continue discussion to next meeting.

8.2 Johanna Jonas Letter (See Item 5)

8.3 North Glastonbury Property Donation

House in North Glastonbury owned by tennants in common has been donated to North Glastonbury. This could be used as a possible Teaching Center. P. Wolberd read a letter from North Glastonbury addressed to the Church Executive Board re the acquiring of land from the Church for the purpose of building a TC in North Glastonbury. The letter requests a meeting with the two boards in order to discuss the land issue.

8.4 Leykamm Letter

GLA has received a letter from Manfred Leykamm requesting deletion from the GLA covenants. He states the house is on the county road and therefore has no need of GLA maintenance; and that realtors have told him being under GLA covenants has lowered the value of the house which has been placed on the market for sale. Copy of this letter is filed herewith.

FOLLOW-UP: P. Wolberd - Acknowledge receipt of letter from M. Leykamm by 6-22-98.

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 6-22-98.

FOLLOW-UP: J. Murphy/M. Scoble - Talk to the Leykamms after legal advice is forth-coming and before letter of official position is sent by 6-22-98.

8.5 GLA Liability Insurance (See Item 4.4)

9. Open Floor Comments No Comments.

10. Next Meeting - Monday, 7:00 p.m., June 22, 1998, North Glastonbury

11. Adjournment - Meeting was adjourned at 10:25 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews,

Assistant Secretary

1998-06-01_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
June 1, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

FOLLOW-UP: M. Scoble/P. Keathley - Fix the Profit & Loss statement error by 6-1-98

FOLLOW-UP: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 6-1-98

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets

FOLLOW-UP: D. Newhouse & W. Wunsch - Develop a committee budget by 6-1-98

4.2 Finance Committee Report - Maria Scoble, Chair

FOLLOW-UP: R. Varkevisser - Call some of the landowners regarding delinquent accounts as needed after the next billing cycle in April, by 6-1-98

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 6-1-98

FOLLOW-UP: M. Scoble/P. Wolberd - Work out a plan of correction with D. Holm by 6-1-98

4.3 Architecture Subcommittee - Andrew Field, Chair

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 6-1-98

FOLLOW-UP: A. Field - Draft notice letter to Developer re Parcel 10 North for the secretary to mail by 6-1-98

FOLLOW-UP: J. Murphy - Reed Johnson, Parcel 22, final approval letter by 6-1-98

FOLLOW-UP: A. Field - Get Construction Protocol letter to secretary to mail by 6-1-98

FOLLOW-UP: J. Murphy - Send Parcel 21 letter upon assessment confirmation

FOLLOW-UP: A. Field - Report back to Board on Norma Brown property by 6-1-98

4.4 Road Committee Report - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Send the Capricorn Drive, Story Road & Dry Creek Road letter by 6-1-98

FOLLOW-UP: D. Newhouse - Complete $15K road maintenance schedule for G. North and G. South by 6-1-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 6-1-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property by 6-1-98

FOLLOW-UP: P. Hoag - Contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access by 6-1-98

FOLLOW-UP: D. Newhouse - Check with Church on sign off date for the road agreement by 6-1-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
June 1, 1998

4.5 Nominating Committee Report - Appoint Chair and start Annual Meeting/Elections preparation

4.6 Complaint Committee - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Submit a recommendation to the Board re W. Pitt/ Alfaro complaint by 6-1-98

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

FOLLOW-UP: J. Murphy - Mail letter to GLA members disclaiming endorsement of Golden Age Cooperative by 6-1-98

FOLLOW-UP: D. Kehoe - Draft Von Hoosen response to 5/10/98 FAX and route material to Church by 6-1-98

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch - Develop a proposal of alternatives for Board to consider, including cost projections & time frame by 6-1-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

FOLLOW-UP: Board - Review memo for comment on 6-1-98

6.2 Association Letter Head

FOLLOW-UP: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 6-1-98

FOLLOW-UP: W. Wunsch - Find out if existing COG logo is available to GLA by 6-1-98

6.3 Office space needs

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 6-1-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
June 1, 1998

6.4 Covenant Agreement Form Use - J. Murphy

6.5 Filing Liens when assessments owed. - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 6-1-98

7. Tabled Business

7.1 Noxious Weed Committee Formation

7.2 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

8. New Business

8.1 GAV Purchase, GLA as a possible investor? - W. Wunsch

8.2

8.3

8.4

8.5

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., June 22, 1998, North Glastonbury

11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of May 31, 1998

	May 31, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	5,475.54
Savings Account	35,041.47
Total Checking/Savings	40,517.01
Accounts Receivable	
Accounts Receivable	67,010.55
Total Accounts Receivable	67,010.55
Total Current Assets	107,527.56
TOTAL ASSETS	**107,527.56**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	28,700.50
Uncollected Accounts Receivable	67,010.55
Total Equity	107,527.56
TOTAL LIABILITIES & EQUITY	**107,527.56**

05/27/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January through May 1998

	Jan - May '98
Income	
Assessment Prior to 1998 Paid	44,273.29
Interest Income	41.47
Land & Dwelling Assessment	
Dwelling Assessment	22,080.00
Golden Age Village Assessment	2,940.00
Land Assessment	34,920.00
Total Land & Dwelling Assessment	59,940.00
Upgrade Fee	4,934.85
xLess Accounts Receivable	-67,010.55
Total Income	42,179.06
Expense	
License & Taxes	10.00
Office Expense	680.98
Postage	224.00
Professional Fees	549.10
Repairs & Maintenance	
Snow Fences	184.43
Total Repairs & Maintenance	184.43
Road Repairs & Maintenance	
Grading & Plowing	9,019.21
Road Inspection & Report	993.34
Road Signs	55.00
Snow Plowing	1,762.50
Total Road Repairs & Maintenance	11,830.05
Total Expense	13,478.56
Net Income	**28,700.50**

Glastonbury Landowners Association Annual Budget

Road Maintenance		
Grading	$	9,360.00
Water Truck	$	4,320.00
Gravel	$	10,000.00
Snow Removal	$	9,600.00
Mag. Chloride	$	9,000.00
Weed Control	$	4,000.00
Total	**$**	**46,280.00**

Land Use Master Plan		
Printing & Mailing	$	3,000.00
Architect & Planner	$	17,000.00
Misc. Expenses	$	1,000.00
Hall Rental & Phone	$	500.00
Total	**$**	**21,500.00**

Arch. Review Committee		
Office Supplies	$	100.00
Photographs	$	50.00
Consulting Fees	$	500.00
Total	**$**	**650.00**

General Expenses		
Insurance	$	4,700.00
Secretarial	$	540.00
Office Expenses	$	800.00
Postage	$	500.00
Accounting	$	1,050.00
Total	**$**	**7,590.00**

Total Annual Budget		
Road Maintenance	$	46,280.00
Land Use Master Plan	$	21,500.00
Arch. Review Committee	$	650.00
General Expenses	$	7,590.00
Total Budget	**$**	**76,020.00**

Projected Annual Income		
Dwelling Assessment	$	22,080.00
GAV Assessment	$	2,940.00
Land Assessment	$	34,920.00
Past Due Assessment	$	44,273.00
Total Income	**$**	**104,213.00**

Actual Income As Of 6/1/98		
Land & Dwelling Assessment	$	38,661.00
Upgrade Fees	$	4,935.00
Total Income	**$**	**43,596.00**

GLA 00433

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

May 15, 1998

Dear Landowner,

The Glastonbury Landowners Association (GLA) Board of Directors has received inquiries from landowners regarding the Golden Age Cooperative Development Fund because the landowners thought the Golden Age Cooperative was a committee or representative body of the GLA. The Church's Glastonbury Comprehensive Planning Committee (GCPC) did have an economic focus group of which some of the Golden Age Cooperative's directors were members. With the Church's dissolution of the GCPC, all the focus groups and subcommittees were also dissolved.

Many prudent questions about the Golden Age Cooperative have been directed to the GLA Board. These questions were relayed by the GLA Board in a letter of March 31st to the Golden Age Cooperative's Board. Their letter of April 21st declined to answer the questions. Part of their response was, "*Regarding the long list of further questions that the GLA has fielded and feels compelled to answer, we would like to suggest that those who have questions be re-directed to us for their answers.*" As a concerned Board with several members who are investors, we did direct a long list of questions to them and received no answers. We are nevertheless passing on their response to you.

In light of the above, the GLA Board of Directors wants to make it clear to the GLA membership that the Golden Age Cooperative has no relationship to the Glastonbury Landowners Association, nor is it endorsed by the GLA Board of Directors. The Golden Age Cooperative is a private business enterprise that proposes an investment opportunity. There are risks involved in such investments and the GLA Board would advise you to exercise due diligence in any such business investment.

I hope this clears up any confusion regarding this matter.

Sincerely,

Glastonbury Landowners Association Board
Patrick Wolberd, President

Glastonbury Landowners Association
GUIDLINES
5/18/98

1.September 27, 1997 (4.3.5) The GLA will accept a fax communication on any item but one which requires a legal filing.

2.October 6, 1997 (8.1) The GLA Secretary or her designated representative are the only individuals authorized to handle original GLA documents.

3.October 6, 1997 (3.2) When a committee head wants to send out a letter, he should prepare it to go out under the President's signature, so that one person will be aware of all correspondence that goes out under the name of the GLA.

4.October 6, 1997 (4.1.4) There will be a Petty Cash Fund of $100, to be managed by the Treasurer. The Treasurer may disburse funds up to $100 without the authorization of the Board, however any reimbursements require Board approval.

5.October 20, 1997 (4.1) The Board agreed that it was best for a Board member should open the Glastonbury mail.

6.October 20, 1997. (8.1) The Board will only request from the developer those deeds and other documents related to parcels/tracts with an active status before the Board.

7.October 20, 1997 (3.2.7) Anyone serving on the GLA Board or a GLA Committee who finds himself in a conflict of interest in a capacity in which he is serving, shall abstain from any voting on such a matter.

8.November 17, 1997 (8.7) In a closed ballot, the actual number of votes someone has received is not secret and may be relayed if requested.

9.January 19, 1998. (3.2) Each upcoming meeting of an approved committee or subcommittee should be printed in advance in the GLA Board Agenda.

10.January 19, 1998. (3.2) Any landowner with a subdivision proposal first submit the paperwork to the GLA Secretary, so that a record of the proposal can be made in the minutes. The Secretary should then pass on the proposal to the Chair of the Architectural Subcommittee.

11.January 19, 1998. (3.2) Once the Board has approved of a subdivision, the paperwork should be passed from the Chair of the Architectural Subcommittee to the Treasurer. Once she has calculated the new assessment fees owing, the Treasurer is to pass the paperwork to the Secretary for record storage. The Treasurer is also to relay the information to the Accountant so that the new community assessments can be generated.

12.January 19, 1998. (3.2) Although it is the responsibility of the developer of a subdivision to see that any of his purchasers receives the correct Glastonbury paperwork, the Treasurer of the GLA as a courtesy will send a copy of the Covenants and Bylaws to each new landowner at the same time the first notice of assessments is sent to that landowner.

13.February 2, 1998 (3.1) There was Board consensus that the intent of the language of the Covenants was for land to be referred to as a "tract" in the event that a subdivision had occurred. In the event of a future vote on the Covenants, the GLA should examine this language for inclusion, as well as verbage referred to in the fourth and fifth points of Jerry Dirkers's letter to the Board of 2-2-98.

14.February 2, 1998 (4.3.1) Landowners filing for a subdivision arerequired to pay assessment fees only for the current quarter and for all past due amounts. When these have been paid, the GLA Secretary will mail the developer a notice regarding same.

15.February 16, 1998 (3.1) The GLA will not give out the GLA mailing list to anyone.

16.February 16, 1998 (4.1) When a presiding court is involved in the partitioning of any Glastonbury parcel, the GLA Secretary should send a letter to informing them of the total past due assessments for the parcel, and noting that the GLA would require the assessments to be paid as part of any settlement.

17.February 16, 1998 (4.1) When landowners request a break-down of assessment fees prior to 1998, the GLA Treasurer should send a form letter stating that they should obtain this information from the other co-tenants of the parcel.

18.February 16, 1998 (8.3) The Board will meet every 3 weeks. If a member cannot attend he or she should notify one of the officers of this, and also give that officer or another Board member a proxy to represent them.

19.March 30, 1998 (8.1) Only one proxy per person present will be allowed at Board meeting.

Glastonbury Landowners Association
Box 312, Emigrant, MT 59027

May 27, 1998

Dear Fellow Landowner,

Greetings in the light of a beautiful Montana springtime!

With the moderate winter of 1997-98 behind us, spring has arrived in Montana. And with spring comes the beginning of our building season. The purpose of this mailing is to reacquaint you with the approval process required of anyone initiating a construction project or subdivision within the Community of Glastonbury.

In essence, the process is quite simple. Before beginning a building project of any size, landowners must submit their plans for review by the GLA to check for compliance with the covenants and impending Land Use Master Plan. This process was established by a vote of the landowners in order to protect our property values and ensure a high quality of life for all residents.

We have worked hard to make sure that the review process is as fast and as minimally burdensome as possible. The covenants have the full force of law, and should be consulted by you to avoid unnecessary delays and expense.

Enclosed you will find the forms to use when requesting review of your construction project or subdivision, as well as a copy of the protocol for processing reviews. This protocol lays out the steps required for project or subdivision review. The highlights include:

- Before beginning work, submit the appropriate forms to request review, checking the "Preliminary" box. Send them to the GLA, attention: Joan Murphy, Secretary, Box 312, Emigrant, MT 59027.
- You only need to submit the appropriate forms for your project, including the Application cover form and either: "A" for construction projects; "B" for subdivision; or "C" for mobile home placement. It's that easy!
- Within 45 days of submission, the GLA will respond. If everything in your plan is in order, you will be given permission to proceed. If there are any problems (for example, inadequate setbacks from parcel boundaries, or excessive density created by subdivision), you will be notified so that you can correct the problem. For subdivisions, simultaneous submission to the GLA and state and local authorities is recommended.
- If you have not heard back from the GLA within 60 days, you can proceed with the tacit understanding that the GLA has approved your project. If you are on a tight schedule, please let us know, and we will try to expedite your review.
- Upon completion of your construction project, or, for subdivisions, after you have received state and local approvals, resubmit your application for final approval, checking the "Final" box.

We believe that, when compared to any urban area in the U.S.A., obtaining the required permissions to build in Montana is fast and easy. If you have any questions, or would like additional assistance, please consult the resources listed below, and/or the engineering/planning/legal advisors of your choice.

(over)

Also, please remember to obtain all required state and local permits, including septic, plumbing, and electrical permits, from the appropriate governmental agencies.

Resources for further information include:

Jackie Robbins, County Planner	406-222-4144	Subdivisions and other questions
Daniel Kehoe, Jr.	406-333-4222, 333-4851(fax)	GLA Land Use Master Plan Committee
Andrew Field	406-333-4567, 406-333-4907(fax)	GLA Project Review
Philip Hoag	406-333-4707, 333-4344(fax)	GLA Project Review
Horus Brailsford	406-333-4316, 333-4877(fax)	GLA Project Review, Roads & Driveways
David Newhouse, Sr.	406-333-4242	GLA Roads
William Smith, P.E.	406-333-9040	Glastonbury resident and engineer

May you be blessed with foresight and good weather in your project,

Sincerely,

Andrew S. Field, Chair
Architectural Subcommittee of the Project Review Committee

Manfred W. E. Leykamm
P. O. Box 441
Emigrant, MT 59027

28 May 1998

Patrick Wolberd
Glastonbury Landowners Association
P. O. Box 312
Emigrant, MT 59027

Dear Patrick:

This is to let you know that we want to be removed from the GLA membership ASAP.

As we live on the county road (Dry Creek Road. S) and not on a Glastonbury road, there is no need for us to pay an assesment for road maintanance. Our taxes do that.

We have been told by several real estate brokers that our property is devalued because it is in Glastonbury and it will not be as easy to sell as elsewhere, so we feel that there is a great need for us to be removed from the association.

Our property has previously been listed in my wife's name, but it has been changed to mine alone by quit claim deed as of 6 May.

We appreciate your immediate attention to this matter.

Yours truly

Manfred W. E. Leykamm

M. A. VON HAUSEN & ASSOCIATES

COMMUNITY planning, design, and development consultants

May 29, 1998

Daniel J. Kehoe, Jr.
Master Plan Committee Chairman
Glastonbury Landowners Association
P.O. BOX 312
Emigrant, MONTANA 59027

File: 98-RTR-05

Dear Dan:

Thank you for your Fax letter of May 25,1998. It is truly unfortunate that the Glastonbury Landowners Association has made the decision not to retain my company's services. I am saddened by the decision and offended by the way it was handled. I explain this further in the letter to Gilbert Cleirbaut of May 29 which is attached for the GLA's information.

I feel it is my obligation to express my feelings to Gilbert as the Church is a major land owner in Glastonbury. It is important for the Church to know the possible implications of the GLA's actions. The way my situation was handled was not in line with the "Community Building" process currently underway, nor with the principles established as part of the Land Use Master Plan Process. It is unacceptable and unjustified to dismiss the second draft of the Master Plan (March 1998) in the manner that the GLA did. I also disagree with the current direction of the Master Plan.

My name nor company name are therefore not to be associated in any way with the final Land Use Master Plan as I will not be party to the final development or review of the document. The GLA is also not to use my illustrations completed following my last visit in March 1997 as I was not compensated for the work. This is outlined in detail in my letter of May 10,1998. I want your written assurance that my name will not be associated in any way with the final Master Plan and that the GLA will not use my illustrations in any way.

My fond memories of my visits and the spirit of the Community will always be there. I thank you for that. It is unfortunate that my affiliation has to end this way. It was your choice not mine. I am returning various inventory maps for the GLA's benefit and a book to be returned to Joan Murphy.

Yours truly,

Michael von Hausen, BLA, MLAUD, MCIP, CSLA

MVH: mvh

Attachments: -letter to Gilbert Cleirbaut, May 29, 1998
-maps and book

cc. Gilbert Cleirbaut, President, Church Universal and Triumphant

14562 16A Avenue, White Rock, British Columbia, Canada V4A 5S1
Tel. (604) 536-3990 Fax (604) 536-3995

M. A. VON HAUSEN & ASSOCIATES

COMMUNITY planning, design, and development consultants

May 29, 1998

Gilbert Cleirbaut
President
Church Universal and Triumphant
PO Box 5000, Corwin Springs, MONTANA 59030-5000

File: 98-RTR-05

Dear Gilbert:

RE: GLASTONBURY'S FUTURE

As you may already know the Glastonbury Homeowners Association Board has decided not to retain my company to complete their Land Use Master Plan. I am saddened by the decision and offended by the way that the dismissal was handled. I think it is important that I share my feelings with you as the Church has a major land interest in Glastonbury. I also want to make it clear from the outset that I am writing this letter not for self recognition or gain but in the interest of Glastonbury's future. I want to make sure that you know the possible implications of the recent decision on the future of Glastonbury.

1. Completion of the Original Glastonbury Land Use Master Plan Process

The second draft of the Glastonbury Land Use Master Plan (attached dated March 1998) was dismissed as "your material does not fulfill our requirements for the completion of the Master Plan" (see attached letter of April 21,1998 from the GLA). In addition their letter of May 25,1998 says the GLA made its decision to complete the Master Plan based on their assessment on "how best to complete the Master Plan in a comprehensive, precise and timely manner."

This is inconsistent with the feedback from the Community that clearly endorsed the first draft of the Master Plan in March 1997.You will notice that the final document is primarily a polished and precise version of the first one with comprehensive illustrations of the proposed Village Centers and cluster development. To dismiss it as something else is unjustified and unacceptable. Naturally, refinements and additions are part of the draft review process. Completion of Community Design "Guidelines" (also attached dated March 1998) was referenced in the original contractual obligation between the Church and myself. These Guidelines are consistent with the policies of the Master Plan and form one the key implementation documents necessary for building the development. I have also included my letter of May 10,1998 that explains this in further detail.

2. Implications of Using a "Density Schedule"

The alternative of using a "density schedule" specific to each lot is counter to the idea of a flexible community development framework that is supportive of innovation. It is this type of "single use" zoning that has smothered innovation in many North American communities. Has the Community endorsed this idea and does it know its implications?

This "density schedule", as I understand it, is what I consider "spot zoning" that limits development rather than empowers creative development potential based on performance standards. This can be paralleled quite easily with corporate structures that suppress performance rather than provide the opportunities to have it happen. The progressive development performance standards are clearly illustrated in Appendix A of the attached Glastonbury Community Design Guidelines. A flexible foundation with clear policies and guidelines is where the original Glastonbury Master Plan and Guidelines shine.

14562 16A Avenue, White Rock, British Columbia, Canada V4A 5S1
Tel. (604) 536-3990 Fax (604) 536-3995

These documents provide a pracitical means to attain the "Gateway to the Golden Age" and a model community for the County to follow. They create a bridge between the outside and inside.

Otherwise, I fear that the Community will revert back to the old image of an inwardly-looking temporary community of mobile homes. Ultimately, without innovation, the land value will continue to stagnate or decline. The choices are the Community's not mine but the implications are great and could be unfortunately tragic if not carefully considered. If the "Density Schedule" is the choice, it should be shared and explained to the Community as a whole. It appears, although I may be mistaken, to be more of an executive decision that counters the principles of the original community-based process.

An Unfortunate Ending

I regret that I can not associate my company name with the final Land Use Master Plan since I will not be party to reviewing or refining the Plan. Please ensure that this is the case as it appears that I can not endorse the direction that the Master Plan is currently going. It is truly unfortunate that this is the case after spending twice or three times the paid hours to ensure that a quality product be produced. It is also tragic that the Glastonbury process, or at least the way I was treated, goes against the principles of the world-wide "Community Building" process that the Church is undertaking.

Nevertheless, I will always hold those fond memories of our working together and the great "Golden Age" spirit that was embraced and "out-pictured" in some of the early Community meetings. Please return the Master Plan and Guidelines to me after you have reviewed them. I wanted you to witness the quality of the products personally. Even with all that has happened, I wish them good fortune but I fear the consequence of their current direction. It do not support this direction as I outline in the attached letter to the GLA of May 29, 1998.

I wish you the best of good fortunes. You are truly doing God's work and God be with you. I write this letter out of duty to the future of Glatonbury. Communities should know what they have done so at least they may change their ways.

Sincerely,

Michael von Hausen, BLA, MLAUD, MCIP, CSLA

MVH: mvh
cc: Glastonbury Homeowners Association

Attachments: Draft *Community of Glastonbury Land Use Master Plan* and *Glastonbury Community Design Guidelines* dated March 1998; letters to GLA dated May 10 and 29, 1998; letters from GLA dated April 21 and May 25,1998.

PS. Please **return the Master Plan and Guidelines** to my U.S. Address:

Michael von Hausen and Associates
161 "C" Street, PO Box 3969,
BLAINE, Washington 98231-3969

GLASTONBURY LANDOWNERS ASSOCIATION **5-30-98**

RE: High- South Water Reservoir

OPTION A

Pond, approx. 6-8 ft deep	7,000.- to 15,000.-	depending on liner requirements and dam details

OPTION B

Tank 20,000 Gal, 8 ft deep	7,000.- to 9,000.-	depending tank coating requirement and details on catch basin

5/20/98

To Whom it May Concern,

I give my proxy to Joan Murphy for the June 1st meeting.

Karen Bradford

1998-06-22_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes

June 22, 1998

1. **Call to Order, Prayer** - The meeting was called to order at 7:12 p.m. by Dan Kehoe, Jr. at Thomas More School, North Glastonbury. Invocation was given by Linda Kremer.
PRESENT: Dan Kehoe, Jr.(Vice President), Joan Murphy (Secretary). Maria Scoble (Treasurer), Linda Kremer, Peggy Keathley, Andrew Field, Philip Hoag, Horus Brailsford, and David Newhouse. Also present were Ombudsmen Margaret Roach, North Glastonbury, and Laurel Matthews, South Glastonbury.
PRESENT BY PROXY: Patrick Wolberd.
ABSENT: Philip Covington and Walter Wunsch.

2. **Reading and Disposition of Minutes** - Minutes from 6-1-98 were corrected and approved.

3. **Order of Business**

4. **Reports of Officers and Committees**

4.1 Treasurer's Report Maria Scoble, Treasurer

Maria Scoble presented the Profit & Loss Statement on an Accrual Basis for January 1 through June 11, 1998; the Balance Sheet on an Accrual Basis as of June 11, 1998; the Profit & Loss Statement on a Cash Basis for January 1 through June, 11, 1998; and the Balance Sheet on a Cash Basis as of June 11, 1998. She also presented the Glastonbury Landowners Association Annual Budget based on committee budgets given her by chairs of the respective committees. Copies of all the above documents are filed herewith. M. Scoble reported that the next billing to residents will go out in July.

M. Scoble reported on the meeting which took place June 8th with P. Wolberd, M. Scoble and Doug Holm, Accountant, concerning billing and statements for GLA. She presented a letter dated June 11, 1998 from Doug Holm summarizing the meeting and his position. Copy of this letter is filed herewith. M. Scoble pointed out that any consultation over 10 minutes would have a charge of $60.00 per hour. In general, M. Scoble reported, the June 8th meeting went well.

FOLLOW-UP: M. Scoble/ P. Keathley - Write accounting procedures as per D. Holm accounting needs by 6-22-98; Procedures were tabled.

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets by 7-13-98.

4.2 Finance Committee Report Maria Scoble, Chair

R. Varkevisser reported he has begun calling persons with delinquent accounts. He stated Michelle Ali will send $1,500 in preparation for fee-simple ownership of her property. R. Varkevisser reported that the telephone list he has is inaccurate in many cases.

FOLLOW-UP: R. Varkevisser - Write letters as follow-up to calls made by 7-13-98.

FOLLOW-UP: M. Scoble - Write cover letter for sending statements which are delinquent by 7-13-98.

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 7-13-98.

4.3 Architecture Subcommittee Andrew Field, Chair

A. Field presented the minutes from the subcommittee meeting, 2:00 p.m., 6-22-98. Copy of these minutes is filed herewith.

ACTION: A. Field moved, P. Hoag seconded to give preliminary approval of subdivision of Parcel 2 North (Lombard, Dratz, Siyan, Fredericks et al) upon receipt of assessments, with note that approval of subdivision does not constitute consideration of

contemplated future developments. Motion carried unanimously.

David Newhouse stated that in his opinion the Architectlural Subcommittee needed to be lenient in some cases in regard to timelines in order to accommodate certain building requirements; that it was not always possible to give notices of building projects to the subcommittee for them to be recorded in the minutes of the GLA meetings before projects are begun.

DISCUSSION: After lengthy discussion, it was agreed by consensus that if the request comes in 7 days before the GLA meeting, the project will appear on the agenda, which will serve as a public notice of said project. It was pointed out that if the subcommittee has not responded to a request for a project within 45 days, the project is automatically approved.

Members of the GLA Board have given Norma Brown advice and help with her proposed construction project. She now has a concrete slab for the garage, etc.

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 7-13-98.,

The Secretary received a proposal for building a home from Robert and Mary Wallace who do not as yet own property in Glastonbury. They are potential landowners on Parcel 30 North (Timmer/Whitehead) which has not been subdivided yet.

DISCUSSION: Since no permit can be granted to the Wallaces for building at this time, P. Hoag suggested they ask one of the landowners of the parcel to submit a proposal to initiate the necessary paperwork. H. Brailsford stated that Venus Way needs to be widened in order to pass subdivision requirements.

FOLLOW-UP: A. Field - Will call the Wallaces and explain the situation by 7-13-98

4.4 Road Committee Report David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's

Mobile Home Park, and the Gamble Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 7-13-98. D. Newhouse reported that he had talked to Dennis Brandon about the fact that the roads are washed out by the rain almost immediately after they are graded. Roads cannot be rolled since no roller is available.

FOLLOW-UP: D. Newhouse - Ask permission from Dennis Brandon to work on the county roads, including Dry Creek Road in South Glastonbury, when Glastonbury Roads are being repaired by 7-13-98.

FOLLOW-UP: D. Newhouse - Complete $15,000 road maintenance schedule for North and South Glastonbury by 7-13-98.

FOLLOW-UP: D. Newhouse - Dirkers insurance agent Certificate of Insurance received from M. Dirkers is not acceptable as it does not show proper information and M. Dirkers as a commercial agent. D. Newhouse will contact M. Dirkers to correct this problem by 7-13-98.

WM. PITT PROPERTY AND HIGH SOUTH ACCESS TO FOREST LAND: P. Hoag reported that he contacted Dean Kimpson about land in High South near Pitt property. Dean Kimpson estimated it would take three days work with an excavator, bobcat and mini-dozer. Work would include recreational access to forest land and parking space for 20 vehicles. Cost would be $1,500. D. Kimpson stated, in his opinion, waterfall area is all right and has adequate path for access to reserved land. P. Hoag referred to the proposed gate near the Pitt property reaffirming that this would keep non-Glastonbury hunters out; that residents wishing to hunt could have access to the combination of the lock on the gate. Dan Kehoe, Jr. suggested that the property owners be polled to determine their wishes in the matter. No action was taken at this time.

CHURCH ROAD AGREEMENT: D. Newhouse reported that the Church had sent a letter offering to pay one-half of the money agreed upon ($24,325) now and one-half when the work is completed. Copy of this letter is filed herewith.

ACTION: D. Newhouse moved, J. Murphy seconded to make counter-offer to Church

asking for one-half now, 25% when work is half-done and 25% when work is finished, balance to be paid within 14 days. Motion carried unanimously.

FOLLOW-UP: D. Newhouse - Send counter-offer to Church by 7-13-98

4.5 Nominating Committee Report *Joan Murphy, Chair*

J. Murphy reported .that her committee consisted of Marie Scoble and Eleanor Schieffelin. J. Murphy is sending out a telephone tree to S. Glastonbury asking for volunteers to serve on the Nominating Committee. Budget for this committee is about $250 to $300.

ACTION: J. Murphy moved, M. Scoble seconded to have Annual Meeting, Saturday, November 14, 1998. Motion carried unanimously.

FOLLOW-UP: J. Murphy - Continue Annual Meeting/ Elections preparations and report progress by 7-13-98.

FOLLOW-UP: P. Wolberd - Called P. Covington re continued membership on Board. P. Covington sent letter of resignation sighting personal involments as the reason for resigning. Board will hold letter temporarily.

4.6 Complaint Committee Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Submit a recommendation to the Board re W. Pitt/Alfaro complaint; resolution of this complaint is tied to the considerations for proposed parking area and forest land access described in Item 4.4.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe, Jr., Chair

P. Hoag read a fax from Craig Woodland addressed to Patrick Wolberd. C. Woodland is against paying $5,000 for architectural drawings for the Master Plan at this time. He lists the reasons he is against the drawings and also lists recommendations for action by the committee. Copy of this fax is filed herewith.

DISCUSSION: Concern was expressed by Board members, also, that it is not wise to

spend money on drawings when the community does not yet know what it really wants. LUMP will not be successful unless it has broad support. Community needs guidelines as to density and land use; how many homes to an acre, etc. D. Kehoe stated that the drawings would only involve village centers. J. Murphy called attention to inaccuracies in C. Woodland's fax. It was agreed by consensus to put a hold on any action regarding drawings until further input is received.

4.8 High South Fire Water Reservoir Advisory Committee Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections and time frame. H. Brailsford volunteered to investigate this project.

FOLLOW-UP: H. Brailsford - Report findings to Board by 7-13-98.

5. Ombudsmen Reports No reports.

6. Unfinished Business

6.1 - 6.4 No discussion.

6.5 Filing Liens when assessments owed - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for overdue assessments by 7-13-98.

6.6 GLA as a possible investor in GAV - W. Wunsch No discussion.

6.7 Leykamm Letter

FOLLOW-UP: P. Wolberd - Acknowledged receipt of letter from M. Leykamm.

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 7-13-98.

FOLLOW-UP: J. Murphy/M. Scoble - Talk to Leykamms after legal advice is forthcoming and before letter of official position is sent by 7-13-98.

6.8 GLA Liability Insurance

FOLLOW-UP: J. Murphy - Payment made 6-9-98.

7. Tabled Business

7.1 - 7.3 No discussion.

8. New Business

8.1 New N. Glastonbury non-Keeper landowners Bill and Tracy Kisthart, (Bill, employee of Yellowstone Park.) John Waid, realtor, will notify GLA when deal closes and they plan to move in. P. Hoag suggested sending a welcome note and explaining paper work needed.

By consensus it was agreed that Patrick Wolberd should be Chairman of the Welcoming Committee.

8.2 Four Boards Meeting on June 25th.

ACTION: A. Field moved, H. Brailsford seconded to send P. Wolberd, D. Kehoe, Jr. and J. Murphy as representatives of the GLA Board to the June 25th meeting of the North Glastonbury, South Glastonbury, GLA and Church Boards, called to discuss parcels to be given to North Glastonbury and South Glastonbury by the Church. Motion carried unanimously.

9. Open Floor Comments No comments.

10. Next Meeting - Monday, 7:00 p.m., July 13, 1998, South Glastonbury TC.

11. Adjournment - Meeting was adjourned at 9:46 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews, Assistant Secretary

1998-06-22_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
June 22, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

FOLLOW-UP: M. Scoble/P. Keathley/P. Wolberd - Fix the Profit & Loss statement error and work out a correction on the billing problems by 6-22-98

FOLLOW-UP: M. Scoble/P. Keathley - Write accounting procedures as per D. Holm accounting needs by 6-22-98

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets 7-13-98

4.2 Finance Committee Report - Maria Scoble, Chair

FOLLOW-UP: M. Scoble/R. Varkevisser - Complete revised proposal on delinquent accounts and cover letter to members. Call some of the landowners regarding delinquent accounts, by 6-22-98

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 6-22-98

4.3 Architecture Subcommittee - Andrew Field, Chair

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 6-22-98

4.4 Road Committee Report - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gambled Property owners regarding

developing a proposal for black topping Story Road, and cost out the project by 7-13-98

FOLLOW-UP: D. Newhouse - Complete $15K road maintenance schedule for G. North and G. South by 6-22-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 7-13-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property by 6-22-98

FOLLOW-UP: P. Hoag - Contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost by 6-22-98

FOLLOW-UP: D. Newhouse - Report back on Church on sign off date for the road agreement by 6-22-98

4.5 Nominating Committee Report - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Start Annual Meeting/Elections preparation by 6-22-98

FOLLOW-UP: P. Wolberd - Call P. Covington re continued membership on board by 6-22-98

4.6 Complaint Committee - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Submit a recommendation to the Board re W. Pitt/ Alfaro complaint by 6-22-98

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Complete rough draft of LUMP for Board review by 7-13-98

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 6-22-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

FOLLOW-UP: Board - Review memo for comment on 6-1-98

6.2 Association Letter Head

FOLLOW-UP: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 6-1-98

FOLLOW-UP: W. Wunsch - Find out if existing COG logo is available to GLA by 6-1-98

6.3 Office space needs

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 6-1-98

6.4 Covenant Agreement Form Use - J. Murphy

6.5 Filing Liens when assessments owed. - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 6-1-98

6.6 GLA as a possible investor in GAV - W. Wunsch

6.7 Leykamm Letter

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
June 22, 1998

FOLLOW-UP: P. Wolberd - Acknowledge receipt of letter from M. Leykamm by 6-22-98

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 6-22-98

FOLLOW-UP: J. Murphy/M. Scoble - Talk to Leykamms after legal advice is forthcoming and before letter of official position is sent by 6-22-98

6.8 GLA Liability Insurance

FOLLOW-UP: J. Murphy - Work with M. Scoble to complete paper work and make payment by 6-22-98

7. Tabled Business

>>>>>***7.1 Noxious Weed Committee Formation - P. Covington***

7.2 Should GLA accepting responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

8. New Business

8.1 New N. Glastonbury non-Keeper Neighbors Bill and Tracy Kisthart. She's a Yellowstone Park ranger. John Waide is the realtor and will let us know when the deal closes and they plan to move in. Need to develop a welcoming committee. - P. Wolberd

8.2 meeting of 4 Boards

8.3

8.4

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., July 13, 1998, South Glastonbury

11. Adjournment

DAH

Douglas A Holm
Certified Public Accountant

(406) 222-2467

June 11, 1998

Glastonbury Landowners Association
%Patrick Walberg
P. O. Box 312
Emigrant, MT 59027-0312

Dear Mr. Walberg:

At our meeting on June 8, 1998, you asked that I prepare a summary of our meeting and proposals for future work over and above my original bid.

I. The first area we discussed was Billing Statements & Invoices.

A. Balance Forward - This appears to be a misunderstanding on both our parts as to what was wanted on the original billing and what subsequent billings would look like. Apparently this was previously worked out and is no longer a problem.

B. Statement "Thank you for your payment" - You would like a "Thank You" only on statements showing payment. QuickBooks is not programmed for this and you have agreed that you would prefer not to have a "Thank You" on all the statements.

C. Aging of Receivable - You would like to show the balance owed at the beginning of each year, but then show only one quarter (1/4), if not paid, added to the overdue balance every three months.

I will attempt to find a way to do this, if this is not possible, then you have asked for the total due at the beginning of each year and not show any overdue balance.

D. Statement -vs- Invoice - What you have been receiving is an invoice showing the current months transactions and a statement showing a summary of monthly transactions. We will continue to supply you with both so that you have a complete record and you have indicated that you will send out just the monthly summary statements.

II. Profit & Loss & Balance Sheets - We have been attempting to give you a balance sheet using the accrual system and then attempting to convert the Profit & Loss to cash. We agreed that from now on we will give you both cash and accrual financial statements.

III. Input Errors - Apparently there have been some input errors where amounts have been charged or credited to the wrong member. I do know that regardless of how many times we proof and check items, input errors will occur and I do apologize for any inconvenience these errors have caused you. We will attempt to devote additional effort to identifying these errors. We will continue to print a detailed transaction report for you so that your verification will be easier.

IV. As we discussed, the setting up of your members accounts was much more time consuming than I had anticipated. Apparently there were many discrepancies between the C.U.T. records and what your members actually owed. The account did require time consuming reconciliation. I do believe that most of this is now behind us and hopefully our time on this type of activity should substantially decrease.

The one area that I am concerned with is changes that are made after we have printed the billing. We will continue to provide you with a detailed transaction report along with a list of members and their balance due, after you receive and ok it we will then print the statements and invoices. If there are name changes, address changes etc., after the statements are printed, that do not result from some action on our part, such as input etc., then I propose that we handle it as follows:

1. If changes are summarized and dropped at the front desk:
   a. Flat Charge - $10.00 per change or
   b. Hourly Rate of $60.00 per hour.

2. Any necessary meetings and consultation over 10 minutes will be $60.00 per hour.

Changes generally require either credit invoices or changes to the master list, original invoice and the reprinting of invoice and statements and require 10 to 20 minutes.

I feel that changes after the statements are run can and should be completely eliminated if the all source documents are carefully prepared and reviewed, for example: (1) some members pay for one property which is owned by several land owners. We will need to identify all owners and amount on each

deposit. (2) Adjustments, credits, address changes, etc. are made to some members accounts during the month. We will need a complete list of any changes when we receive the checks and deposits. Then after input, the balance due list and transaction register will be reviewed by both of us to identify incorrect postings prior to the final run.

To avoid assessment errors, a list of all property owners and the amount of their individual assessments should be provided to us at the beginning of each year so that I will be able to compare your records to our input.

I feel the June 8, 1998 meeting was very beneficial and has resulted in a better understanding of both your needs and the problems we are encountering in getting correct and understandable statements to your members.

If you have any additional questions do not hesitate to call.

Sincerely,

Douglas H. Holm, CPA

Church Universal and Triumphant®

COMMUNITY OPERATIONS STRATEGIC FUNCTION

June 12, 1998

Mr. Patrick Wolberd
GLASTONBURY LANDOWNERS ASSOCIATION, INC
P.O. Box 312
Emigrant, Montana 59027

Re: Glastonbury Road Committee – Settlement Agreement

Dear Patrick:

I am enclosing an original and two copies of the Settlement Agreement between the Church and the Glastonbury Landowners Association concerning the uncompleted Glastonbury road construction work.

If it meets with your approval, please sign all copies; keep one and return the other two to me.

We are grateful to be able to offer this agreement and trust you will still have time to get much of the work finished this summer.

Very truly yours,

CHURCH UNIVERSAL AND TRIUMPHANT, INC.

Richard E. Smith
Vice President Community Operations

RES:lmb
Enclosures
cc: Horus Brailsford

BOX 5000, [illegible] SPRINGS, MONTANA 59030-5000
406-848-7441

T0 3SWd
S68Z8Y890P 06/12/1998

NOTICE: THIS CONTRACT IS SUBJECT TO ARBITRATION PURSUANT TO TITLE 27, OF CHAPTER 5, MONTANA CODE ANNOTATED, THE "UNIFORM ARBITRATION ACT" OF MONTANA.

SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT dated as of June ____, 1998, is made by and between CHURCH UNIVERSAL AND TRIUMPHANT, INC., a Montana nonprofit corporation (the "Church"), and GLASTONBURY LANDOWNERS ASSOCIATION, INC., a Montana nonprofit corporation (the "Association").

WHEREAS, an Assignment of Declaration of Covenants executed by the Church and the Association on June 16, 1997 specifically provided that the Association "shall not assume any uncompleted obligations of the Church or its predecessor-in-interest as of April 30, 1997, including, but not limited to, uncompleted road construction work (but not including road maintenance and improvement work)"; and

WHEREAS, the Restated Declaration of Covenants for the Community of Glastonbury (the "Glastonbury Covenants") specifies the property and road easements which are subject to the Glastonbury Covenants and which are currently under the jurisdiction of the Association; and

WHEREAS, the Association has asserted claims against the Church for uncompleted road construction work and other matters in the Community of Glastonbury; and

WHEREAS, representatives of the Church and the Association have met to discuss and agree upon the extent of the Church's obligations to complete any road construction work or other uncompleted obligations in the Community of Glastonbury; and

WHEREAS, the Church affirms that it is responsible for the cost of the original construction of the Glastonbury roads to a reasonable standard, including, where applicable, the cost of upgrading certain previously constructed roads to an adequate standard and the cost of constructing any additional platted community roads which have not yet been developed to existing parcels which have not yet been sold or offered for sale; and

WHEREAS, the Association has obtained contractor bids for the cost of upgrading previously constructed roads to an adequate standard and the parties have agreed upon the work and the costs thereof; and

WHEREAS, the Church and the Association have agreed to certain terms and conditions for the resolution of the Church's outstanding obligations pertaining to uncompleted road construction work and any other uncompleted obligations in the Community of Glastonbury, and desire to set forth such provisions herein; and

WHEREAS, the parties have also agreed that the Church is not responsible for the cost of periodic maintenance or special improvements (such as guardrails) that were intended to be funded from the proceeds of annual community assessments payable by landowners in the community;

NOW, THEREFORE, in consideration of the mutual agreements and understandings set forth herein and for the other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Church and the Association hereby agree as follows:

A. The Church will pay the liquidated cash sum of $24,325 to the Association in full satisfaction of all outstanding road construction obligations for the existing segments of the platted community roads in Glastonbury North and Glastonbury South which have been put into service, as follows:

1. One-half ($12,162.50) at the time of execution of this Settlement Agreement; and

2. The remaining balance ($12,162.50) upon completion of all road construction work itemized below:

GLA 00463

GLASTONBURY NORTH

1. Capricorn Drive/Aquarius Lane Intersection: Construct a water catch basin on the left side of the road.

2. Pisces Way: Bring the road up to standard.

3. Capricorn Drive: Construct a catch basin and install culvert in front of Fred Morsell's parcel.

4. Capricorn Drive and Aries Drive intersection. Construct a catch basin and install one culvert.

5. Capricorn Drive (across from parcel marker #215 and #217): Create proper drainage, elevate road and install culvert and catch basin.

6. Venus Way: Complete the cul-de-sac and widen the road to county standards for approximately 200 yards and install one culvert.

7. Mercury Lane: Widen the road and complete the cul-de-sac.

8. Gemini Road: Widen the road, unplug and extend the culvert and adjust the slope of the shoulder.

9. Orion Way: Complete the cul-de-sac.

10. Sirius Drive: Repair damaged culvert pipe and backfill and repair washout.

GLASTONBURY SOUTH

11. Virgo Way from Dry Creek Road to northeast end of "Brailsford Driveway": Widen the road and apply top coating.

12. Leo Lane: Complete the cul-de-sac.

13. Hercules Road/Scorpio Way intersection to Skyway Drive: Build road up along Goldmeyer Creek, and construct ditches to prevent the creek from running down the road.

GLA 00464

14. Scorpio Way: Widen road, construct ditches and remove trees.

15. Polaris Way: Install a culvert.

16. High South: Dispose of 4 slash piles from the original road construction.

B. The Church shall not be responsible to pay for the cost of any periodic maintenance or special improvements which may be needed for any of the existing Glastonbury roads, including the installation of any guardrails. The Church shall not upgrade Avalon Lane at this time, since it is only an interior parcel driveway and not a platted community road, and also since the parcel has not been subjected to the Glastonbury Covenants. Likewise, the Church does not expect the Association to maintain this road. Should the parcel be developed or subdivided in the future, the location, status and quality of the road would have to be addressed by the owner at that time in accordance with the existing standards or requirements of the Association and/or Park County.

C. Certain segments of the platted community roads in Glastonbury North and Glastonbury South have never been constructed or put into service and are not included in the costs set forth above. Similarly, the parcels to be served by these segments of road have not been sold or offered for sale by the Church and/or the parcels and roads have not been subjected to the Glastonbury Covenants. These road segments include the following:

ROAD SEGMENT	PARCELS SERVED
a Pisces Way from Parcel 41 to end	Parcel Nos. 54, 55 and 56/ Glastonbury North
b Jupiter Way from Parcel 22 to end	Reserved Land/Glastonbury North
c Gemini Road and spur road from Parcel 66 to end	Parcel Nos. 60, 63, 64, 65, 68, 69 and 70/Glastonbury North
d Virgo Way from Parcel 17 across Dry Creek (including bridge or culvert) to NE end of "Brailsford driveway"	Parcel Nos. 9 and 17/ Glastonbury South

GLA 00465

e. Chalice Well Way	Parcel Nos. 4-11 and Reserved Land/Glastonbury South
f. Cancer Road	Parcel Nos. 12-17/ Glastonbury South

Contingent upon the addition of these areas to the Glastonbury Covenants, the Church, and/or its successors and assigns as the developer, agrees to accept responsibility for the cost of the original construction of these segments of road at least to the standard of community roads as contained in the Specifications and Standards for Gravel Road Construction, Rev. 87-2 or any subsequent amendments thereto, and for the cost of providing backbone electric and telephone systems prior to selling individual parcels which are served by these roads. Once the original construction of any of these roads has been completed to the applicable standard, electric and telephone systems have been installed to any affected parcels and they have been subjected to the Glastonbury Covenants, the Association agrees to accept responsibility for the maintenance of such roads in accordance with the Glastonbury Covenants.

D. Except as set forth in "C" above, the Association agrees to accept responsibility for all of the other existing community roads within the platted or recorded easements subjected to the Glastonbury Covenants in Glastonbury North and Glastonbury South, as well as for Aries Drive and Sirius Drive in Glastonbury North (which are not within a platted or recorded easement), and to complete the work identified in "A" above within one (1) year from the date the first one-half payment is made by the Church.

E. Concerning Aries Drive and Sirius Drive in Glastonbury North, the Church agrees to revise a portion of Certificate of Survey No. 615A or to provide a new survey in the context of the comprehensive land use master plan to plat these roads as private access and public utility easements (community roads) pursuant to Section 8 of the Glastonbury Covenants.

F. The parties agree that the roads within the Golden Age Village mobile home park, including those roads referred to as Helios Way, Vesta Lane, Helios Circle and Vesta Circle, are part of the platted community roads in the Community of Glastonbury which have been subjected to the Glastonbury Covenants and that they have been constructed to an adequate standard.

G. In consideration of the payment made herein by the Church and the other terms and agreements between the parties contained herein, the Association hereby releases, acquits and discharges the Church from any and all additional claims for uncompleted road construction obligations or any other uncompleted obligations in the Community of Glastonbury which might or could be owing from the Church to the Association, except as set forth herein or in any other written agreements between the parties not relating to roads.

H. The terms of this Agreement are intended by the parties to be the final expression of their Agreement with respect to any of the Church's uncompleted obligations in the Community of Glastonbury including, but not limited to, "uncompleted road construction work" and may not be contradicted by evidence of any prior or contemporaneous agreement. The parties further intend that this Agreement shall constitute the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever may be introduced in any judicial, administrative or other legal proceeding involving this Agreement.

I. Time is of the essence as to all the terms and conditions contained in this Agreement.

J. If any provision of this Agreement, or the application thereof to any person, place or circumstance, shall be held by a court of competent jurisdiction to be invalid, unenforceable or void, the remainder of this Agreement and such provisions as applied to other persons, places and circumstances shall remain in full force and effect.

K. The validity, interpretation, enforceability and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of Montana.

L. Any controversy between the Association and the Church involving the construction or application of any of the terms, provisions or conditions of this Agreement or otherwise arising out of or related to this Agreement, shall be settled by arbitration in accordance with the then current commercial arbitration rules of the American Arbitration Association, and judgment on the award rendered by the arbitrator may be entered by any Court having jurisdiction thereof. The location of the arbitration shall be a mutually agreeable place in Park County or Gallatin County, Montana.

GLA 00467

The parties have duly executed this Agreement as of the date first hereinabove written.

CHURCH UNIVERSAL AND TRIUMPHANT, INC.

By: Richard E. Smith
Richard E. Smith, Vice President Community Operations

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

By: _____
Patrick M. Wolberd, President

Glastonbury Landowners Association Annual Budget

Road Maintenance		
Grading	$	9,360.00
Water Truck	$	4,320.00
Gravel	$	10,000.00
Snow Removal	$	9,600.00
Mag. Chloride	$	9,000.00
Weed Control	$	4,000.00
Total	**$**	**46,280.00**

Land Use Master Plan		
Printing & Mailing	$	3,000.00
Architect & Planner	$	17,000.00
Misc. Expenses	$	1,000.00
Hall Rental & Phone	$	500.00
Total	**$**	**21,500.00**

Arch. Review Committee		
Office Supplies	$	100.00
Photographs	$	50.00
Consulting Fees	$	500.00
Total	**$**	**650.00**

General Expenses		
Insurance	$	4,700.00
Secretarial	$	540.00
Office Expenses	$	800.00
Postage	$	500.00
Accounting	$	1,050.00
Total	**$**	**7,590.00**

Total Annual Budget		
Road Maintenance	$	46,280.00
Land Use Master Plan	$	21,500.00
Arch. Review Committee	$	650.00
General Expenses	$	7,590.00
Total Budget	**$**	**76,020.00**

Projected Annual Income		
Dwelling Assessment	$	22,080.00
GAV Assessment	$	2,940.00
Land Assessment	$	34,920.00
Past Due Assessment	$	44,273.00
Total Income	**$**	**104,213.00**

Actual Income As Of 6/1/98		
Land & Dwelling Assessment	$	38,661.00
Upgrade Fees	$	4,935.00
Total Income	**$**	**43,596.00**

GLA 00469

06/14/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through June 11, 1998

Accrual Basis

	Jan 1 - Jun 11, '98
Income	
Assessment Prior to 1998 Paid	44,273.29
Interest Income	174.58
Land & Dwelling Assessment	
Dwelling Assessment	21,960.00
Golden Age Village Assessment	3,840.00
Land Assessment	34,920.00
Total Land & Dwelling Assessment	60,720.00
Upgrade Fee	8,212.12
Total Income	113,379.99
Expense	
Insurance/Liability	4,699.16
License & Taxes	10.00
Office Expense	912.98
Postage	438.76
Professional Fees	549.10
Repairs & Maintenance	
Snow Fences	184.43
Total Repairs & Maintenance	184.43
Road Repairs & Maintenance	
Grading & Plowing	15,109.21
Road Inspection & Report	993.34
Road Signs	55.00
Snow Plowing	1,762.50
Total Road Repairs & Maintenance	17,920.05
Total Expense	24,714.48
Net Income	88,665.51

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of June 11, 1998
Accrual Basis

	Jun 11, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	1,491.33
Savings Account	33,174.58
Total Checking/Savings	34,665.91
Accounts Receivable	
Accounts Receivable	65,816.11
Total Accounts Receivable	65,816.11
Total Current Assets	100,482.02
TOTAL ASSETS	**100,482.02**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	88,665.51
Total Equity	100,482.02
TOTAL LIABILITIES & EQUITY	**100,482.02**

06/14/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through June 11, 1998
Cash Basis

		Jan 1 - Jun 11, '98
Income		
Assessment Prior to 1998 Paid		6,798.47
Interest Income		174.58
Land & Dwelling Assessment		
Dwelling Assessment	11,139.09	
Golden Age Village Assessment	3,840.00	
Land Assessment	16,474.62	
Total Land & Dwelling Assessment		31,453.71
Upgrade Fee		8,212.12
Total Income		46,638.88
Expense		
Insurance/Liability		4,699.16
License & Taxes		10.00
Office Expense		912.98
Postage		438.76
Professional Fees		549.10
Repairs & Maintenance		
Snow Fences	184.43	
Total Repairs & Maintenance		184.43
Road Repairs & Maintenance		
Grading & Plowing	15,109.21	
Road Inspection & Report	993.34	
Road Signs	55.00	
Snow Plowing	1,762.50	
Total Road Repairs & Maintenance		17,920.05
Total Expense		24,714.48
Net Income		21,924.40

06/14/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of June 11, 1998
Cash Basis

	Jun 11, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	1,491.33
Savings Account	33,174.58
Total Checking/Savings	34,665.91
Accounts Receivable	
Accounts Receivable	-925.00
Total Accounts Receivable	-925.00
Total Current Assets	33,740.91
TOTAL ASSETS	33,740.91
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	21,924.40
Total Equity	33,740.91
TOTAL LIABILITIES & EQUITY	33,740.91

June 1998

To: C.U.T. Executive Board
From: North Glastonbury Teaching Center

RE: Proposed 20 acre parcel land transfer.

At the Dec. 1, 1997 meeting of the four Boards in the Grail Room at the Ranch Kitchen it was decided that three members each from the North and South Glastonbury Teaching Centers and the Church Board would meet again to discuss the 20 acre land issue before Jan. 31, 1998. Later we were led to understand that this date was not met because of the road situation. Now that the road situation is near completion the North Glastonbury Teaching Center would like to get together with you to continue discussion on this subject. To assist in this process we are presenting the following information:

It is our perception that certain land should be set aside for future building of community facilities as the need arises and according to the dictates of the Land Use Master Plan. Such facilities could include:

a. Multi-purpose Community Center
b. Permanent Church structure
c. New school building complex

We look forward to receiving land from the Church on which we can, in the future, build a permanent church structure and community facilities to nurture the spiritual and cultural life of the community. Whatever we can do through providing facilities and services will, we feel, encourage families and others to settle or remain here in our valley. Your gift and our efforts can go far in nurturing and building community here in North Glastonbury.

The land we are interested in is in a key position in relation to Golden Age Village, a proposed low income, condominium, high density residential area and the proposed business center as indicated in the Land Use Master Plan now being finalized. While we may need interim steps for our building goals, we feel it is important to set our sights for the greater development of the community. Where we will be able to situate our future church and community facilities is a key element in setting this future vision.

Therefore we look forward to being able to meet with your board to discuss this land issue. We see it as important not only to the development of our own congregation but also to the development and growth of our beloved Church.

Respectfully,
Maydell Goulart, President NGCTC

To: The Glastonbury Landowners Association Board Members

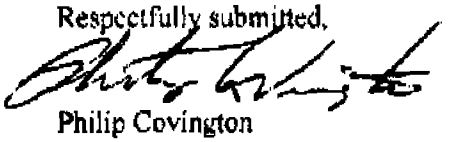
From: Philip Covington

Re: Resignation

June 22, 1998

After considerable contemplation , I've concluded that it would be best that I resign my membership effective today June 22, 1998. The reasons for my decision are many but suffice it to say, at this juncture, I feel a tremendous need to focus my energy on personal and family goals that are germain to my physical and spiritual well being. The times that I attended board meetings proved to be quite enlightening and I will miss the discussions I was privileged to witness. Nevertheless, at this point I need to consolidate my energies in one direction.
God Bless you all.

Respectfully submitted,



Philip Covington

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

June 14, 1998

Manfred Leykamm
P.O. Box 441
Emigrant, MT 59027

Dear Mr. Leykamm,

I am writing to acknowledge receipt of your letter of May 5, 1998. My apology for the delay in this response.

The Board discussed your letter at out last meeting and assigned this matter to one of the directors to research the covenants before we respond. Joan Murphy or Maria Scoble will be in touch with you some time after our June 22, 1998, meeting, which will be held at the North Glastonbury Chapel house. You are, of course, welcome to attend that meeting.

Thank you for your patience in this matter.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Association

cc: Joan Murphy
Maria Scoble

June 22, 1998

Dear Patrick,

Tonite at the GLA board meeting, a proposal will be offered from the Planning Committee to spend $5000 on architectural drawings for the Master Plan. I do not recommend that we take this step at this time. I voiced my concern at the committee meeting and am passing on those reasons for your consideration.

1 **Need More Bids**

The architectural drawing bids have been handled by Dan Kehoe Sr. He sent out 3 letters and received one bid back. He is recommending going with the first and only bid. This company is fairly new and doesn't have much of a track record. I would recommend at least 3 bids to compare rates and quality of work.

2 **Define the Scope of the Work**

The architectural firm gave no estimate of how long this would take. The project is open-ended. Not defining the work to be done is an open hole that all sorts of money can be poured into.

3. **Define What We Want**

We have not even defined a specific list of what we want drawings of. Once again a money hole.

4 **Budget for Planning Process**

We have $21,000 for the planning process. When this was first discussed in committee, Dan said that $10,000 should cover the drawings. I talked him down to $5,000, which I think is still too excessive. Regardless of how much the drawings cost, we have not worked out a budget for the planning process and how to allocate the $21,000.

It is too easy to spend too much money on the first perceived need and then not have enough to successfully finish the proce

5 **Rushed Process**

We have been repeatedly told by Dan that we must finish the Master Plan very quickly. Without a Master Plan the Church will not release the 2 20-acre parcels for the Teaching Centers. Dan reiterated this again at the last committee meeting.

Whether this is true or not I don't know. I don't believe that it is necessary to accept outright everything offered to us by the Church. We can negotiate for our interests too.

Dan also said that we must conclude quickly because some people want to build. Dan identifies himself as a developer. To have a developer driving a planning process and clearly expecting projects to start up at its conclusion is not healthy. Besides the obvious conflict of interest (whether these are Dan's development projects or not, it doesn't matter), this is a well known formula for disaster in a planning process. The developers are part of the whole land use process but they should not drive it. Many parties are part of this process.

The developer's focus is to make money on his investment and to develop property. This is a needed role but their focus is too narrow to run a planning process that affects a wide range of parties.

Both of these reasons given by Dan should not be allowed to put an artificial timeline on our planning process.

This process will affect Glastonbury for generations and should not be sidetracked for short-term gain.

6 **Recommendations**

I recommend that we

A. Get at least 2 more bids.
B. Get an estimate of how long it will take.
C. Ask the architect for a list of what we are getting based on what we want.
D. Develop a budget for the planing process that will allocate funds for each step of the process and will take us to the end. We, of course, are not obligated to spend the whole $21,000.

Sincerely

Craig Yrvedland

M. A. VON HAUSEN & ASSOCIATES

COMMUNITY planning, design, and development consultants

June 18, 1998

Craig Woodland
Member, Glastonbury Master Plan Committee
PO Box 999, Emigrant, MONTANA 59027

File: 98-RTR-06

Dear Craig:

RE: GLASTONBURY'S Land Use Master Plan and Design Guidelines

It was a pleasure speaking with you yesterday. Thank you for taking the initiative to contact me as a member of the Land Use Master Plan Committee. I am writing this letter to explain my feelings about how I was treated, the facts around the circumstances and the implications of recent decisions on the future of Glastonbury. I have also included nine questions that I would like answered or at least addressed to the Master Plan Committee so that they know the background and the potential impacts of their decisions. I feel it is important that Patrick Wolberd and Gilbert Cleirbaut also receive a copy of this letter. I encourage you to share with Patrick the earlier correspondence to Gilbert and the GLA that I sent to you this morning by FAX. This will provide further detail so that Patrick has a full appreciation of the facts.

As I emphasized in our telephone conversation yesterday, I feel a real sense of dissappointment and betrayal in the way my dismissal was handled. It was unjustified and unacceptable, especially since the draft Master Plan was endorsed by the majority of Community members that attended the presentation in March of 1997. The attached final Draft of the Land Use Master Plan and the Community Design Guidelines (March 1998) were refinements or necessary additions to the original Master Plan and part of the original contractual agreement with the Church. These documents represent the quality and connection to the County and State Plans necessary for approval. Completing these documents in advance of the GLA's advice was simply a matter of anticipation and directly conflicts with the GLA's assessment, in their letter of May 25 relating to my dismissal, that the GLA's decision to discontinue my services was based on "how best to complete the Master Plan in a comprehensive, precise and timely manner."

Furthermore, it is also interesting that you mentioned in our telephone conversation that the assessment of the quality of the documents that I sent to the Committee came from one person on the Committee, namely Dan Kehoe Sr., and that you nor anyone else on the Committee had the chance to personally review my documents (as I sent four copies for that purpose). This conduct goes against the "Founding Principles" of the Master Plan Process established by the Community at the meeting of April 27, 1996 (I sent these Principles to you this morning by FAX). In addition, the suggested "density schedule" concept by Dan Kehoe Sr. that we discussed has been generated by one person and has not been reviewed by the Community. Again, this addition and process is contrary to the Founding Principles of the Master Plan process.

I would request that Patrick or yourself please answer the following questions to further clarify the situation for me and to further inform the Master Plan Committee and the GLA:

14562 16A Avenue, White Rock, British Columbia, Canada V4A 5S1
Tel. (604) 536-3990 Fax (604) 536-3995

1. How does the Master Plan Committee represent the interests of the members of the GLA?

2. Should the Committee not have the responsibility to review the Master Plan and Design Guidelines documents as individuals before such an important decision is to be made as to dismiss the consultant?

3. Does the Committee know the ramifications of my dismissal in that they can not now use any of my illustrations (completed following my March 1997 visit and including perspectives of the Village Centres and the Clusters) or any of the detailed refinements in the content, policy or the Master Plan Map on page 43 and page 44?

4. Is the Committee aware that I will have withdrawn any support for the Master Plan and any association with it - my name nor company name is not to be used in any way in association with the Master Plan as I do not support the current direction and will not be able to review the final product?

5. Does the Committee know I spent 180 hours on the refinement of the Master Plan, the development of the Design Guidelines and accompanying Performance Standards that directly serve the interests of future Site Plan review of development proposals?

6. Is the Committee aware of my outstanding invoice of $5,850 respecting the Master Plan and Design Guidelines (March 1998 drafts) for work completed between March 20,1997 and March 2, 1998; and that invoice represents a 50% discount of actual fees associated with the hours spent on the project? In line with this, does the Committee realize that if it considers the hiring of another planning professional, that planner's normal obligation is to ensure that all previous invoices have been settled before commencing work?

7. Does the Committee realize that I have spent at least twice to three times the amount of time on this project over the past two years than I have billed them?

8. Do all the Committee Members know that the original Draft Master Plan (March 1997) was endorsed by the Community at the March 1997 meeting and that any additions, like the addition of the suggested "density schedule", could go against the whole principle of flexibility and innovation encouraged in the Master Plan; and that any alterations to the Master Plan would have to be endorsed by the majority of the Community with this in mind?

9. Does the Committee know that my approach using Design Guidelines has been tested at the Walker Center in Bozeman, that the product is quality design, and that the Design Guidelines provide a long term quality control framework for development under the direction of a Design Review Committee?

I believe that these questions that I have presented should be shared with the Master Plan Committee Members so that they can make an informed and collective decision about their treatment of me as a consultant to the process. As I understand from our conversation, there is a current feeling by at least a couple of the members of the Committee that they do not need a planner now. Is this a shared feeling on the Committee? I would expect not if the information above is shared with them and they realize the direct and indirect costs of their decision. I also expect that they may reconsider.

You asked me yesterday if I would consider working again for the Community of Glastonbury. I would have to consider this proposal very carefully as I have never been dealt with in such an unprofessional way in my entire consulting career. I am not taking this situation lightly as I am also concerned about the implications of the current change in direction.

Who is going to present the Master Plan and work through the approvals with the County Commissioners? More importantly, it appears that the Master Plan could essentially revert to a "Zoning Plan" and something that may not be well received, based on the recent experience that you described to me in the Big Timbers area. A "Zoning Plan" is exactly what the Community wants to stay away from as it will limit the future development potential, land value and innovation in the Community. When do we learn from our past mistakes! That is exactly why I thought the Community of Glastonbury retained my services to develop an innovative plan and an example for the County - not the same old thing that will result in the same old mobile home development! This spells disaster in my mind.

I might consider being retained again after the following conditions have been met:

1. I receive a formal apology from the Master Plan Committee outlining the reasons for the Committee's decision and a method of communication so that a situation such as this is prevented in the future.

2. Payment in advance of at least the $5,850 owed to me for the outstanding work completed (180 hours between March 20, 1997 and March 2, 1998) represented by the two draft documents: the Community of Glastonbury Master Plan, and the Community Design Guidelines (dated March 1998 and attached as exhibits).

No matter what the outcome, I consider the $5,850 an outstanding invoice (outlined in my correspondence of March 6,1998 to Patrick Wolberd concerning work between March 20,1997 and March 2, 1998) and that the Community of Glastonbury Landowners Association is obligated to pay me that amount. I would consider payment over six months a reasonable proposal.

I will leave the delivery of this message and questions for you to present to the Committee and discuss with Patrick as appropriate. I am sure there will be some sensivities associated with at least part of the information presented here, so handle the information accordingly. I believe the information is presented objectively and without bias.

It should be the responsibility of the Master Plan Committee collectively to make a more informed decision based on a more complete picture. I provide this information in the spirit of fairness and the future of Glastonbury. May God be with us.

Yours truly,

Michael von Hausen BLA, MLAUD, MCIP, CSLA
President

MVH: mvh
cc. Patrick Wolberd, Chairperson of the Glastonbury Homeowners Association
Gilbert Cleirbaut, President, Church Universal and Triumphant

Attachments: Draft ***Community of Glastonbury Land Use Master Plan*** and ***Glastonbury Community Design Guidelines*** **dated March 1998**

PS. Please **return the Master Plan and Guidelines** to my U.S. Address as indicated below **by August 21, 1998** unless otherwise agreed. These documents are not to be used or reproduced in any way without my consent. They are for exhibit purposes only at this time. Thank you

Michael von Hausen and Associates
161 "C" Street, PO Box 3969,
BLAINE, Washington 98231-3969

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Glastonbury Landowners Association
Board of Directors Meeting

Minutes
July 13, 1998

1. **Call to Order, Prayer** - The meeting was called to order at 7:23 p.m. by Patrick Wolberd, at South Glastonbury Teaching Center. Invocation was given by Joan Murphy.
PRESENT: Patrick Wolberd (President), Dan Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Horus Brailsford, Andrew Field and Peggy Keathley. Ombudsmen for North and South Glastonbury, Margaret Roach (N) and Laurel Matthews (S) were also present.
PRESENT BY PROXY: Linda Kremer and Maria Scoble.
ABSENT: Walter Wunsch, Phlip Hoag and David Newhouse.

2. **Reading and Disposition of Minutes** - Minutes from June 22, 1998 were approved.

3. **Order of Business**

8.2 Speed Bump on Sirius Drive - William Mountjoy, present at meeting, reported that he had payed someone to cut a groove, 4 inch deep by 6 inches wide, into the road surface of Sirius Dr. near his home at GAV. He did this to prevent excessive speed from vehicles approaching GAV, in concern for children, etc.
DISCUSSION: P. Wolberd stated that Sirius Dr. is platted to the GLA and GLA is responsible for its maintenance. If the speed bump is kept, signs need to be erect as a warning to approaching motorists, and that the 15 MPH sign at GAV is too close and needs to be moved back. It was pointed out that the next time the road grader is used the groove will be filled in automatically. Road committee urged looking into the matter more fully and it was suggested that W. Mountjoy help the committee in solving the problem.
FOLLOW-UP: Road Committee/ W. Mountjoy - Bring to Board suggestions for solution by 8-3-98.

8.1 M. von Hausen Letter - C. Woodland, present at meeting, reported that he had called Michael von Hausen, wanting to learn more about the LUMP. He did this as an interested resident of Glastonbury and a member of the LUMP committee. After the phone conversation, M. von Hausen sent a letter to C. Woodland relating his sentiments, with a copy to Patrick Wolberd and Gilbert Cleirbaut, President, C.U.T. Copy of this letter is filed herewith.

DISCUSSION: In answer to his complaint that he had not been treated fairly, it was again pointed out that he has not accepted the fact that he had no authorized contract to do the final work for which he billed the GLA. P.Wolberd stated that it was the Church that originally contracted for his preliminary work. J. Murphy suggested that M. von Hausen not be contacted anymore by Craig Woodland.

FOLLOW-UP: P. Wolberd - Contact Hertha Lund, legal representative of the Church, for discussion of the situation and report back by 8-3-98.

4. Reports of Officers and Committees

4.1 Treasurer's Report Maria Scoble, Treasurer No discussion.

4.2 Finance Commitee Report Maria Scoble, Chair

J. Murphy read the letter from Maria Scoble addressed to GLA members whose assessments are past due; this letter to go out with the mailing of bills in July. In the 3rd paragraph the word "forego" was changed to read "forestall". Copy of this letter is filed herewith.

ACTION: J. Murphy moved, D. Kehoe, Jr. seconded to send the letter as corrected. Motion carried unanimously.

4.2 Follow-up Items No discussion.

4.3 Architecture Subcommittee Andrew Field, Chair

NEW PROJECTS FOR REVIEW

A. Field stated the paperwork had not been completed for the new projects, but observed:

Clair Varkevisser - S. Glastonbury - Project in fine condition.

Bridgett Lewis - S. Glastonbury - Still in abeyance.

Robert & Mary Wallace (Timmer Property) - N. Glastonbury - Needs paperwork and roadwork completed.

ACTION: H. Brailsford moved, A. Field seconded to widen Venus Way (in accordance with Road Agreement) as soon as possible for subdivision to pass. Motion carried unanimously.

DISCUSSION: J. Murphy stated that James Healey was concerned that the Wallace house was not properly placed. She suggested that the Architectural Subcommittee be given help in reviewing projects by a hired, knowledgeable professional with survey skills; payment for this service to be $50 per project.

FOLLOW-UP: Architectural Committee - Research this possibility by 8-3-98.

Margaret Roach - N. Glastonbury - Property lines for subdivision have been established through Court. There is still a question of building in reference to the easement. Research on this issue will be pursued.

Final Subdivision Approval - David Newhouse - N. Glastonbury - No discussion.

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible review, completion date to be determined at 8-3-98.

FOLLOW-UP: A. Field - Made call to the Wallaces.

4.4 Road Committee David Newhouse, Chair

4.4 Follow-up Items No discussion.

ROAD AGREEMENT WITH CHURCH - P. Wolberd reported that the Road Agreement with the Church had two significant changes from the original version first set forth - these being; (A) instead of paying 100% of the money due up front, the terms would be

50% at first, and 50% when the roads were finished; and (B) The Church would consider the GAV roads to be private roads. P. Wolberd stated that these items needed to be clarified with the Church; that the Church could either pay 50%, 25%, 25% (as discussed at the last meeting) or the 100%, and the admission of the Church that the roads in GAV were platted roads to the GLA and not privately owned.
FOLLOW-UP: P. Wolberd - Get legal advice from attorney and report back to Board by 8-3-98.

4.5 Nominating Committee Joan Murphy, Chair

J. Murphy reported that she has been calling people in S. Glatonbury for volunteers to serve on the Nominating Committee. She stated she will have the draft letter to be sent out to the residents concerning the elections by the next meeting.
ACTION: J. Murphy moved, H. Brailsford seconded to have Eleanor Schieffelin and Maria Scoble, as well as herself, serve on the Nominating Committee. Motion passed unanimously.

4.6 Complaint Committee Joan Murphy, Chair

FOLLOW-UP: W. Pitt/Alfaro complaint - J. Murphy read the letter written to W. Pitt concerning the problem with his dog and C. Alfaro; also addressing the coming hunting season. In the fourth paragraph the word "encourage" was changed to read "instruct". The letter will go out with J. Murphy's signature. Copy of this letter is filed herewith. By consensus it was agreed to accept the letter as corrected and to be sent to W. Pitt.
FOLLOW-UP: P. Murphy - Sent letter to W. Pitt by 8-3-98.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe, Jr., Chair

D. Kehoe, Jr. reported on the meeting with representatives of the four boards, N. and S. Glastonbury, the GLA and the Executive Committee on June 25, 1998. Parcels to be given by the Church to both N. and S. Glastonbury were discussed. If Glastonbury does

not have a LUMP approved by the membership of GLA by April 30, 1999, the Church will withdraw the money funding and the land offer. The Church is concerned about village centers, viable design plans, etc. In essence, Glastonbury must take the initiative and present a Master Plan before the Church will give the requested land. Presentation of the LUMP to the community could be by neighborhoods. There could be two LUMPs , one for N. Glastonbury and one for S. Glastonbury, which would include two village centers and two residential areas. It was suggested to present the LUMP to the GLA Board for final approval.

ACTION: D. Kehoe, Jr. moved, H. Brailsford seconded to contract Comma-Q Architecture, Inc. to prepare architectural design sketches for the Glastonbury communities, giving P. Wolberd the authority to sign the agreement after legal advice is obtained. Motion carried unanimously.

ACTION: D. Kehoe, Jr. moved, H. Brailsford seconded to allot $4,000 for drawings, preliminary maps and design, etc. to bring the LUMP up to requirements for presentation to the community, contingent upon signing agreement with Comma-Q. Motion passed unanimously.

FOLLOW-UP: P. Wolberd/ D. Kehoe, Jr. - Contact Comma-Q and sign contract as soon as possible after consulting with Glover firm..

NEXT MEETING WILL BE TARGETED FOR PRESENTING THE LUMP TO THE BOARD AT 8 p.m.

4.8 High South Fire Water Reservoir Advisory Committee Walter Wunsch, Chair

No discussion.

5. Ombudsman Report No report.

6. Unfinished Business

6.1 - 6.6 No discussion.

6.7 Leykamm Letter

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 8-3-98.

FOLLOW-UP: J. Murphy/ M. Scoble - Talked to the Leykamms in a very cordial meeting, explaining that the covenants are for everyone's protection and that legal advice is being sought; that the GLA is trying to regulate hunters, etc. Letter will be sent to the Leykamms stating official position and telling them they have a right to petition the membership in November to change the covenants.

6.8 - 7.4 No discussion.

8. New Business

8.1 M. von Hausen Letter to Craig Woodland (See **Item 8.1** under Order of Business).

8.2 Speed Bump on Sirius Dr. (See **Item 8.2** under Order of Business).

9. Open Floor Comments No comments.

10. Next Meeting - Monday, August 3, 1998, 7 p.m., North Glastonbury.

11. Adjournment - Meeting was adjourned at 9:50 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews

Assistant Secretary

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
July 13, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets by 7-13-98

4.2 Finance Committee Report - Maria Scoble, Chair

FOLLOW-UP: M. Scoble/R. Varkevisser - Complete revised proposal on delinquent accounts and cover letter to members. Call some of the landowners regarding delinquent accounts, by 7-13-98

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 7-13-98

FOLLOW-UP: M. Scoble/R. Varkevisser - Write letters as follow-up to calls made by 7-13-98

4.3 Architecture Subcommittee - Andrew Field, Chair

NEW PROJECTS FOR REVIEW:

Clair Varkevisser, S. Glastonbury

Bridgett Lewis, S. Glastonbury

Robert & Mary Wallace (Timmer Property), N. Glastonbury

Margaret Roach, N. Glastonbury

FINAL SUBDIVISION APPROVAL - David Newhouse, N. Glastonbury

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 7-13-98

FOLLOW-UP: A. Field - Follow-up call to Wallaces by 7-13-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
July 13, 1998

4.4 Road Committee Report - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gambled Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 7-13-98

FOLLOW-UP: D. Newhouse - Ask permission from Dennis Brandon to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 7-13-98

FOLLOW-UP: D. Newhouse - Complete $15K road maintenance schedule for G. North and G. South by 7-13-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 7-13-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property by 7-13-98

FOLLOW-UP: P. Hoag - Contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost by 7-13-98

FOLLOW-UP: D. Newhouse/P. Wolberd - Report back re Church on sign off date for the road agreement by 7-13-98

4.5 Nominating Committee Report - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress by 7-13-98

4.6 Complaint Committee - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Submit a recommendation to the Board re W. Pitt/ Alfaro complaint by 7-13-98

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Complete current draft of LUMP for Board review by 7-13-98

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 7-13-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

FOLLOW-UP: Board - Review memo for comment on 7-13-98 [Consider moving this to nominating committee.]

6.2 Association Letter Head

FOLLOW-UP: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 7-13-98

FOLLOW-UP: W. Wunsch - Find out if existing COG logo is available to GLA by 7-13-98

6.3 Office space needs

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 7-13-98 [Consider deleting.]

6.4 Covenant Agreement Form Use - J. Murphy

6.5 Filing Liens when assessments owed. - P. Hoag

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
July 13, 1998

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 7-13-98

6.6 GLA as a possible investor in GAV - W. Wunsch

6.7 Leykamm Letter

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 7-13-98

FOLLOW-UP: J. Murphy/M. Scoble - Talk to Leykamms after legal advice is forthcoming and before letter of official position is sent by 7-13-98

6.8 Forming a welcoming Committee for new GLA Members - P. Wolberd

6.9 Four Board Meeting re Church Land donation report - P. Wolberd

7. Tabled Business

>>>>>***7.1 Noxious Weed Committee Formation*** -

7.2 Should GLA accept responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

7.4 Write accounting procedures - M. Scoble/P Keathley

8. New Business

8.1 Von Hausen letter to Craig Woodland - P. Wolberd

8.2

8.3

8.4

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., August 3, 1998, North Glastonbury

11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
PO. BOX 312
EMIGRANT, MONTANA 59027

July 22, 1998

Dear Glastonbury Landowner,

As you can see from the enclosed statement, your landowner's assessment fees have become past due.

At this point, I would like to remind you that, as outlined in the Restated Declaration of Covenants for the Community of Glastonbury, non-payment of these fees shall become a continuing lien on your parcel, tract or lot. Also, a 5 percent (5%) penalty will accrue on the amount of payment due and the assessment shall bear an interest from January 1, 1998 at the rate of 1-1/2 percent (1.5%) per month, compounded monthly (See Restated Declaration of Covenants, Section 11. **Community Assessment**).

I fervently hope that we will hear from you regarding payment of your outstanding assessments in order to forego the placing of a lien on your property. Please write or call me
(406-333-4306) or Roelof Varkevisser (406-333-4614) with your payment plan within 30 days.

Sincerely,

Maria Scoble
Treasurer

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

July 3, 1998

Craig Woodland
P.O. Box 999
Emigrant, MT 59027

Dear Craig:

I am writing in response to your e-mail to me of June 22, 1998. Since your letter is a matter of record, We believe it is important for the response to also be part of the record even though we have discussed this matter privately.

As I had informed you at the time, I was not able to attend the Glastonbury Landowners Association (GLA) meeting that evening so I asked Philip Hoag to relate your concerns to the board. In so doing, Philip acknowledged that even though we were in agreement with the need to establish a Land Use Master Plan (LUMP) Committee budget before allocating $5,000 for architectural drawings, we were not in accord with the overall tone of your letter.

The outcome of the discussion was twofold. First, the board deferred allocating any substantial expenditure by the LUMP Committee pending the development of an overall committee budget. Second, many of the board members considered your letter inaccurate on many important points and off base regarding Dan Kehoe, Sr's involvement. I would like to further clarify these points.

I along with many other members of the board have worked with Dan since the formation of the Glastonbury Comprehensive Planning Committee (GCPC) in March, 1996. My personal experience in working with him on the regeneration of Glastonbury the past two and a half years has been very positive. There is no doubt in my mind that among the many factors that motivate any of us to engage in this kind of commitment, Dan's love for the community and his desire to see Glastonbury be the spiritual and economic success we all envision has been at the top of his list. We believe it is no more appropriate to question his motives than to question yours or mine.

This said, it is also important to address the matter of checks and balances employed in the process. No one individual has been nor will be in a position to control the process as long as most of us are willing to do our part. We must be willing to participate in the process, as I have encouraged you to do, wrestle with each other over the points we most value, surrender to the will of the majority at decision time, and move on in harmony and respect for one another and trust in the process. It might be helpful for me to highlight the history for your benefit.

The GCPC led the community, over a period of about a year and a half, through the often painful yet productive and healing process of defining our purpose and direction. Some of the meetings were attended by over 150 community members and most meetings had no less than 50-75 people present. President Cleirbaut facilitated some of the meetings and offered regular consultation. We also held smaller focus group meetings on more specific subjects of interest to those who attended. At the July, 1996, summer conference we invited Keepers of the Flame from all over the world to join us for input into the process. We sought input from absentee landowners by correspondence, and by March, 1997, we had a LUMP Draft to be distributed to the community. This draft was well received, as far as it went.

Now for the specific points of your letter:

1. **Need More Bids**

The board is aware that only one bid has been received, even though three were sought. The expectation was that a reasonable attempt be made to obtain more than one bid while at the same time not get bogged down with repeated requests for bids. The process, after all, is two and a half years in the making. The reason for sending a subcommittee of three people, Dan Kehoe, Joan Murphy, and Davies Anderson, to discuss a contract with Comma-Q architectural company was to determine if they could meet our needs or if we would have to go back through the bidding process. My understanding is that Ben Lloyd did similar follow-up architectural work on the Walker project in Bozeman, which Von Hausen also helped develop, in addition to at least three other master plans he made available for the subcommittee to review.

2. **Define the Scope of the Work**

and

3. **Define What We Want**

It is my understanding that the subcommittee developed an outline of the scope of work while meeting with Mr. Lloyd and presented it at the June 22nd meeting. The board would certainly be looking for this scope of work to be incorporated into the budget we expect to be presented at our next board meeting on July 13, 1998. I have spoken with Daniel Kehoe, Jr., committee chair, and he has assured me that the committee fully understands that we do not have a bottomless source of funding for this project and that it is not necessary to expend the entire remaining $21,000.

4. **Budget for Planning Process**

In speaking with some of the committee members, it appears that there was some confusion regarding the $5,000 and $10,000 figures. There was acknowledgment that you had raised objections which were discussed before coming up with the $5,000 request. The meeting held with the Church on June 25, 1998, regarding a land transfer to the teaching centers reaffirmed that the church leadership will be looking for more specific and concrete architectural work in order for them to sign off on the LUMP. Since the church represents about 40% of the votes of the GLA membership, theirs is an important voice for us to hear.

5. **Rushed Process**

In the two and a half years I have been immersed in this process, the last thing any of us could be described as doing is rolling over for the church and accepting their offers outright. Believe me, we have negotiated intensely and successfully on too many matters to enumerate

here. The contact teams sent to negotiate with the church on several occasions were not bashful about representing our interests and engaged in tough, fruitful negotiations.

Most of us who have been involved in this process from the beginning would agree with Dan that we need to conclude quickly. The board, in fact, asked the LUMP Committee initially to attempt to complete this project by June of this year. They found this was not realistic and, at the boards request, are attempting to complete the project in time for us to put it to a vote at our annual meeting in November.

We have been discussing plans for a community center in North Glastonbury since 1991, when I served on the Teaching Center Board. Community centers in both North and South Glastonbury, in the opinion of many of us, are a crucial piece of the puzzle of making Glastonbury a thriving economic community. The first formal discussion between the Church and Glastonbury about master planning came about in August, 1995, when Patricia Hearth, President of Glastonbury North TC, and I, Treasurer of Glastonbury North TC, met with Edward Frances and William Smith to explore Church support for the building of a community center in North Glastonbury. Edward told us that the Church would be forming a Glastonbury Planning Committee, ultimately the GCPC, and that their support for this project would be contingent upon an approved land use master plan. So you can see that this process has been at least three years in the making, and may give you some perspective on our sense of urgency.

As I mentioned above, no one person has been nor will drive this planning process if we are all doing our part (which I believe we have). The board believes it is important to have a diversity of skills and interests represented on the LUMP committee. Since the board does not share your opinion that Dan is driving the planning process, his participation on the committee is viewed as an asset rather than a conflict of interest.

As you have stated, many parties are needed to be a part of this kind of process. We believe that this is happening. We sent out telephone trees and made announcements at church services requesting interested persons to join the committee. The committee is working from many hundreds of hours of community meetings and community planner input. The board will review the committee's work and the community will provide another round of feedback and further suggestions. Finally, the Landowners Association membership will vote on the final product.

When all is said and done and if we meet our November time line, we will have committed thousands of person hours to a three year plus process, driven by the Community of Glastonbury membership under the leadership of the GCPC and the GLA. It is our sincere hope that we can put to rest the perception that any one person is controlling or driving this process for personal gain.

6. **Recommendations**

The only recommendation with which the board is not in accord, at least in concept, is the suggestion to seek more bids. I will be asking the committee to address all the other recommendations.

In closing, Craig, we want you to know that the board has encouraged community member (homeowners or not) participation on all committees. If you are still interested in

continuing your involvement with the LUMP Committee, it is important for the diversity of the committee for you to do so. It is also important for us all to remember that the task, as defined in our mission statement, is for us to be ***Love In Action*** in order for us to be successful community planners and caring neighbors. That starts right here and now in our participation on the board, committees and other community projects and interactions.

My recommendations for you are:

A. Mend your fences.
B. Seek the highest common ground.
C. Work through the existing structure.
D. Assume the best and be prepared for the worst.
E. Trust in the process.
F. Be ***Love In Action***.

It is in the spirit of community and my personal goal to be ***Love In Action*** that I write this letter to you on behalf of the Board of Directors of the Glastonbury Landowners Association, Inc. We invite you to join us in the victory that is clearly within our reach.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

cc: GLA Board of Directors
Daniel Kehoe, Jr., LUMP Committee, Chair
Dan Kehoe, Sr., LUMP Committee, Member

MARIA SCOBLE
PO BOX 1686
EMIGRANT, MONTANA 59027

July 13, 1998

Please excuse my absence today at the Glastonbury Landowners Association board meeting. I hereby give proxy to vote on my behalf to Joan Murphy for this meeting.

Sincerely,

Maria Scoble

Maria Scoble

Glastonbury Landowners Association
P.O. Box 312
Emigrant, MT 59027

July 13, 1998

Mr. William Pitt
P.O. Box 1017
Emigrant, MT 59027

Dear William,

The Board of Directors of the Glastonbury Landowners Association has reviewed Colon Alfaro's complaint of November 15, 1997 in which he claims that twice he was chased and attacked by your dog. Not having your dog restrained is in violation of Section 4.02 of the Restated Covenents for the Community of Glastonbury.

> 4.02. Landowners' Animals. Landowners desiring to raise or keep animals of any kind, including dogs and pets, must restrain them within their own land to insure that they will not trespass on other parcels or adjoining roads or land. Landowners are solely responsible to insure that none of the animals kept on their land shall harass or threaten humans, livestock or wildlife or shall cause a nuisance of any kind. ...

After reviewing the Alfaro complaint and talking with you about the situation, an attorney was consulted. Taking into consideration all the information we have gathered, the Board of Directors has come to the following decision. Until your dog is trained to stay on your property, he needs to be restrained by being fenced in, tied up or by any means you choose to restrain him. According to Section 4.02 of the Restated Covenants quoted above, your right to have animals on your property includes a responsibility to insure that they will not infringe on the rights of others by harassing or threatening them.

The Covenants are a contract we have with each other and they exist for the mutual benefit of all. In complying with them, we demonstrate our recognition of and respect for the rights of other community members. We, therefore, ~~encourage~~ request you to come into compliance with the Covenants and restrain your dog, thereby demonstrating your willingness to respect the rights of your fellow landowners as well as your own.

Last winter you expressed a concern about hunting season and non-landowner hunters having access to Forest Service Land by way of Sagittarius Skyway Road. The Board of Directors is in the process of formulating a plan for Glastonbury regarding hunting season. In addition to your comments, we have solicited the opinions and recommendations of other landowners and will present a finalized plan before hunting season begins.

Sincerely,

JUL-14-98 TUE 08:18 AM JOAN.MURPHY 406 333 4792 P.01

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GLASTONBURY LANDOWNERS ASSOCIATION
Board of Directors Meeting

Minutes
August 3, 1998

1. Call to Order, Prayer – The meeting was called to order at 7:30 p.m. by Patrick Wolberd, at 123 Arcturus Drive, South Glastonbury. Invocation was given by Patrick Wolberd. PRESENT; Patrick Wolberd (President), Dan Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Andrew Field, Philip Hoag, Peggy Keathley, Linda Kremer, David Newhouse and Walter Wunsch.
ABSENT: Margaret Roach and Laurel Matthews, Ombudsmen for North and South Glastonbury.

2. Reading and Disposition of Minutes – Minutes from July 13, 1998 were approved as corrected.

3. Order of Business

4. Reports of Officers and Committees

4.1 Treasurer's Report Maria Scoble, Treasurer

M. Scoble distributed copies of the Financial Report from Doug Holm's office. At the recommendation of the Chairman, the Board agreed that copies of the Financial Report would be sent out with the Notice of the August 24, 1998 meeting and be reviewed at that meeting. Copy of the Financial Report is filed herewith. M. Scoble reported that the assessment statements were mailed out in mid-July and letters were sent to 23 landowners who are arrears $500 or more in their community assessment. Copy of letter is filed herewith. The letter stated that if the landowner did not respond within 30 days with a payment plan, a lien would be placed on their property. M. Scoble also reported that the GLA was charged $150 for statement errors made by Doug Holm's office. The explanation given for the charge was that the GLA accounts cost more to set up than their office expected in the beginning. DISCUSSION: The question was asked if the letter concerning the delinquent accounts was sent by registered mail for proof of delivery. The answer being "No," the following options were discussed as a follow-up to the letter: (1) phone the landowner to determine if the letter was received, or (2) send another letter by registered mail. The decision was made to have Roelof Varkevissser phone the landowners and keep a record of his phone calls. Because of continuing problems with the Holm's accounting firm, the Board suggested that M. Scoble look for another firm and bring a recommendation to the next meeting.

FOLLOW-UP: J. Murphy – Mail copies of Financial Report with Notice of 8/24/98 meeting.

4.2 Finance Committee Report Maria Scoble, Chair

FOLLOW-UP: R. Varkevisser – Phone landowners who are delinquent in paying community assessments to determine if they received statement and accompanying letter.
FOLLOW-UP: M. Scoble – Bring to Board recommendation for going with another accounting firm.
FOLLOW-UP: M.Scoble – Develop recommendation re emergency fund by 8/24/98.
FOLLOW-UP: W. Wunsch – Check Quick Books program to see if it has spread sheet capability.
FOLLOW-UP: M.Scoble/J. Murphy – Prepare a supplies purchase proposal after receipt of committee budgets by 8/24/98.

4.4 Road Committee Report David Newhouse, Chair

FOLLOW-UP: W. Wunsch – Contact Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Paark, and the Gamble Property owners regarding developing a proposal for black topping Story Road, and cost out project by 8/24/98.

FOLLOW-UP: David Newhouse reported he spoke with Dennis Brandon concerning permission for the GLA to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired. D. Brandon told D. Newhouse to go to the County Commissioners for their O.K. and then he would give his approval.
DISCUSSION: Question was asked if we are to be reimbursed for the road work we do on county roads? D. Newhouse suggested he make personal contact with the commissioners rather than write a letter.
FOLLOW-UP: D. Newhouse to contact County Commissioners re permission for GLA to work on Dry Creek and Story Roads.

DISCUSSION: The $15,000 road maintenance schedule was discussed and whether or not the amount allotted had been spent. M. Scoble reported that on April 20th, 1998, the Board approved spending $15,000 for grading and gravel for North and South Glastonbury and that the amount spent to date was $18,000. H. Brailsford reported a $600 overcharge on Mann Excavation bills and that, in some cases, the fee charged is for a full hour's work when the time worked was actually 10 minutes. H. Brailsford recommended that the Mann invoices be carefully check for accuracy.
ACTION: D. Newhouse moved, H. Brailsford seconded to allocate an additional $5,000 for road maintenance work to cover road work done to date over and above the original $15,000 request. Motion passed unanimously.
FOLLOW-UP: H. Brailsford (for S. Glastonbury) and D. Newhouse (for N. Glastonbury) check Mann invoices carefully for accuracy.

FOLLOW-UP: D. Newhouse – Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as a additional insured by 8/24/98.

FOLLOW-UP: D Newhouse/H.Brailsford/P.Hoag – Comprehensive plan for area near W. Pitt property.
DISCUSSION: H. Brailsford recommended GLA make a statement that there be no hunting in Glastonbury and no access to non-residents for hunting. He reported that his constituents do not want hunting in Glastonbury. D. Kehoe, Jr. suggested putting a gate on Hercules Road just beyond the Libra Road intersection and calling high south residents for their opinion about gate placement.
ACTION: H. Brailsford moved, W. Wunsch seconded that the GLA officially set a policy for N. & S. Glastonbury that there be no hunting on Glastonbury property or access through Glastonbury to Forest Service Land or other properties by non-residents, non-landowners or unaccompanied guests.
DISCUSSION: The following comments were made by Board members: How will this be enforced; suggest working with game warden; inform non-resident hunters of new policy; put up no hunting signs; put up a gate at a strategic place. Covenants state a landowner can cross another person's property to access Forest Service Land as long as it is unfenced and unposted against trespassers.
ACTION: H. Brailsford moved, W. Wunsch seconded that the Motion be revised to read: The GLA Board of Directors establish a rule that only Glastonbury residents, landowners or accompanied guests are allowed to access adjacent public or private property through Glastonbury for hunting. The motion passed unanimously.

SPEED SIGNS – H. Brailsford recommended that 25 mph speed limit signs be posted for both N. & S. Glastonbury as any speed above 25 mph creates washboards in the roads.
FOLLOW-UP – Speed signs to be an agenda item for 8/24/98

ROAD AGREEMENT WITH THE CHURCH – P. Wolberd reviewed the 2 changes the Church made from the original version first set forth and made the following recommendations: 1. That the GLA not make a counter proposal to the payment schedule for road work outlined in the road agreement (50% at first and 50% when roads are finished). 2. That item F on page 5 concerning GAV roads be deleted from the road agreement. P. Wolberd reported that he had checked with Jackie Robbins at Park County Planning office and there is no record that the GAV roads are platted. He talked, also, with Hertha Lund and asked that if the GLA lines out a portion of the road agreement and Richard Smith agrees to line it out, would that be all right. Her response was "yes."
ACTION: P.Wolberd moved and H. Brailsford seconded that P. Wolberd sign the road agreement with item F on page 5 deleted and initialed, contingent upon approval by GLA attorney, John Glover, and then mail the agreement to Richard Smith. Motion passed unanimously.
FOLLOW-UP: P.Wolberd contact John Glover and send road agreement to Richard Smith to sign off on deletion of item F on page 5.

4.3 Architecture Subcommittee Andrew Field, Chair

A. Field presented the minutes of the Architecture Subcommittee meeting of August 1, 1998. Copy filed herewith.
NEW PROJECTS FOR REVIEW: The following projects were reviewed at the 8/1/98 meeting and the subcommittee's recommendation was for the GLA Board to approve the following projects and subdivision:

Parcel 35A, N.G. Richard Johnson's Root Cellar – E. Schieffellin, landowner
Parcel 34, N.G. Timmer/Whitehead – preliminary approval of subdivision
Parcel 31 S.G. Varkevisser – Greenhouse.

The subcommittee recommended no approval for:

Parcel 34F, S.G. Bridget Lewis – needs to resubmit plans and meet requirements outlined in minutes of Architecture Subcommittee meeting of 8/1/98.
Parcel 81, S.G. Hansard/Kozlik – needs signature of landowner and foundation plans.

Parcel 47 N Margaret Roach has withdrawn plans to build a garage until a later date.

ACTION: A. Field moved and L. Kremer seconded that the GLA Board take the action outllined in the minutes of the Architecture Subcommittee meeting. Motion passed unanimously.
FOLLOW-UP: J. Murphy to notify landowners of Board's action.

FOLLOW-UP: P. Hoag – Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined by 8/24/98.

FOLLOW-UP: A. Field – Proposal to hire inspector for new project sites. Architecture Subcommittee debated the proposal and concurred that the burden is on the builder to make certain that their plans are in conformity with building requirements. The Subcommittee recommended that the GLA not hire, at the builder's expense, an inspector to review building projects and that the builder hire someone if they need assistance with their plans.

4.5 Nominating Committee Report Joan Murphy, Chair

APPOINTMENT OF NEW MEMBERS:
ACTION: J. Murphy moved and M. Scoble seconded that the GLA Board appoint Judy Anderson and Jeanne Campbell to the Nominating Committee. Motion passed unanimously.
NOMINATION FORM AND LETTER: J. Murphy distributed copies of the letter and nomination form that are to go out to each landowner. The Board reviewed the form and letter and they were approved by consensus with changes. Copies filed herewith.

FOLLOW-UP: Nominating Committee to send out nomination form and letter by 8/7/98.

4.6 Complaint Committee Joan Murphy, Chair

FOLLOW-UP: J. Murphy sent letter to William Pitt on July 15, 1998.

4.8 High South Fire Water Reservoir Advisory Committee – Water Wunsch, Chair

FOLLOW-UP: W. Wunsch/H. Brailsford – Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 8//24/98.

6. Unfinished Business

6.10 M. VON HAUSEN LETTER – (Copy attached herewith) P. Wolberd reported that he talked to Hertha Lund about the letter and would work with the Church in responding to M. Von Hausen. The letter of June 18, 1998 was addressed to Craig Woodland, with copies to Patrick Wolberd and Gilbert Cleirbaut. H. Lund had seen the correspondence in the situation, but not the original contract. P. Wolberd said he was inclined for the GLA to do a separate signed response and would talk to the GLA attorney, John Glover, regarding our position.
FOLLOW-UP: P. Wolberd to contact H. Lund and John Glover re the Von Hausen letter.

ADDITION TO COMMITTEE OPERATIONAL PROCEDURES
At this point in the meeting, D. Kehoe, Jr. recommended the insertion of a new paragraph 5 in the Procedures, changing the present paragraph 5 to 6. The new paragraph would cover resignation and removal of members which is not covered in the Bylaws or Guidelines. The new paragraph would empower the committee chairman to remove a committee member.
DISCUSSION & COMMENTS: D. Kehoe was asked to read the procedure for forming a committee as that would become a guideline for changing membership. There is a need to have a protocol for removing committee members. It is unwise to remove committee and subcommittee members without approval of GLA Board as removing a member is a serious action and could cause a political problem in the community.
P. Wolberd clarified the situation, stating that this action is related to Craig Woodland and his membership on the LUMPCOM. D. Kehoe stated that C. Woodland contacted M. Von Hausen on June 17, 1998 and gave him inaccurate information which precipitated M. Von Hausen's letter of June 18. Also, other incidences of transference of inaccurate information by C. Woodland have taken place. D. Kehoe would like to remove C. Woodland's mantle of being on the LUMPCOM because of his actions. He would still be able to attend meetings, but would not be able to act officially as a member of the committee
FURTHER DISCUSSION AND COMMENTS: In a committee setting it is important to have people who work well together in order to accomplish anything. LUMP is critical to Glastonbury. If membership personnel problems develop, let

GLA Board handle them and remove the burden from the Chairman of the Committee. The Chairman is the general in the field dealing with the immediacy of the problem and if the Board feels someone is an asset, they can put the person back on the committee. But the chairman needs empowerment to move as he sees best. The Board is sensitive to the need to conduct business and for the mechanism to work. Recommendation made that a committee chairman who is concerned about the actions of a committee member come to the Board with the situation and have it addressed at the next Board meeting. A compromise would be to suspend a committee member until the GLA Board has the opportunity to review the case. ACTION: D. Kehoe moved and H. Brailsford seconded that the new paragraph 5 in Committee Operational Procedures read as follows: **Ongoing Membership.** The committee chairman shall be responsible to replace, as necessary, members who resign and obtain Board approval for replacements at the next meeting. The chairman may suspend members for just cause. Suspended committee members may be removed or reinstated by a simple majority vote of the GLA Board at the next meeting. Motion passed unanimously.

ACTION: D. Kehoe moved and W. Wunsch seconded that the Board approve William Smith to be a member of the LUMPCOM. Motion passed unanimously.

REQUEST BY CRAIG WOODLAND: A request was made by C. Woodland to have his suspension reviewed immediately and not wait as he might not be able to be at the next GLA meeting and it is important for the committee member under suspension to be present at the meeting. Because of the presentation of the LUMP and the late hour, a decision was made to take up C. Woodland's' suspension at the 8/24/98 meeting. If he is unable to be present, then the matter would be put on the agenda for the 9/14/98 meeting.

4.7 Land Use Master Plan Advisory Committee Daniel Kehoe, Jr., Chair
Draft of LUMP presented for Board review. Copy attached herewith.

9. Open Floor Comments No comments.

10. Next Meeting – Next meeting will be at 7:00 p.m., August 24, 1998, at S. Glastonbury T.C.

11. Adjournment – Meeting was adjourned at 11:05 p.m.

Respectfully submitted by

Joan Murphy
Secretary

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Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 3, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets by 8-3-98

4.2 Finance Committee Report - Maria Scoble, Chair

FOLLOW-UP: M. Scoble/R. Varkevisser - Complete revised proposal on delinquent accounts and cover letter to members. Call some of the landowners regarding delinquent accounts, by 8-3-98

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 8-3-98

FOLLOW-UP: M. Scoble/R. Varkevisser - Write letters as follow-up to calls made by 8-3-98

4.3 Architecture Subcommittee - Andrew Field, Chair

NEW PROJECTS FOR REVIEW:

Clair Varkevisser, S. Glastonbury

Bridgett Lewis, S. Glastonbury

Robert & Mary Wallace (Timmer Property), N. Glastonbury

Margaret Roach, N. Glastonbury

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 8-3-98

FOLLOW-UP: A. Field - Research possibility of hiring a site visitor to inspect new project sites for $50 or so, by 8-3-98

4.4 Road Committee Report - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gambled Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 8-3-98

FOLLOW-UP: D. Newhouse - Ask permission from Dennis Brandon to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 8-3-98

FOLLOW-UP: D. Newhouse - Complete $15K road maintenance schedule for G. North and G. South by 8-3-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 8-3-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property by 8-3-98

FOLLOW-UP: P. Hoag - Contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost by 8-3-98

FOLLOW-UP: P. Wolberd - Get legal advise from attorney on agreement and report back by 8-3-98

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 3, 1998

4.5 Nominating Committee Report - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress by 8-3-98

4.6 Complaint Committee - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Send W. Pitt letter by 8-3-98

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Complete current draft of LUMP for Board review by 8-3-98

FOLLOW-UP: P. Wolberd - Sign Comma-Q contract upon attorney approval.

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 8-3-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

FOLLOW-UP: Board - Review memo for comment on 7-13-98 [Consider moving this to nominating committee.]

6.2 Association Letter Head

FOLLOW-UP: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 7-13-98

FOLLOW-UP: W. Wunsch - Find out if existing COG logo is available to GLA by 7-13-98

6.3 Office space needs

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 3, 1998

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 7-13-98 [Consider deleting.]

6.4 Covenant Agreement Form Use - J. Murphy

6.5 Filing Liens when assessments owed. - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 7-13-98

6.6 GLA as a possible investor in GAV - W. Wunsch

6.7 Leykamm Letter

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 8-3-98

6.8 Forming a welcoming Committee for new GLA Members - P. Wolberd

6.9 Four Board Meeting re Church Land donation report - P. Wolberd

6.10 M. Von Hausen Letter - P. Wolberd

FOLLOW-UP: P. Wolberd - Contact Hertha Lund, legal counsel for Church, re how to pursue this matter by 8-3-98.

6.11 Speed Bump on Sirius Drive - William Mountjoy

FOLLOW-UP: W. Mountjoy - Report suggestions to Board on how to deal with speed problem by 8-3-98

7. Tabled Business

>>>>>*7.1* ***Noxious Weed Committee Formation*** -

7.2 Should GLA accept responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

7.4 Write accounting procedures - M. Scoble/P Keathley

Glastonbury Landowners Association
Board of Directors Meeting
Agenda
August 3, 1998

8. New Business

   8.1

   8.2

   8.3

   8.4

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., August 24, 1998, North Glastonbury

11. Adjournment

07/23/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through July 22, 1998
Cash Basis

		Jan 1 - Jul 22, '98
Income		
Assessment Prior to 1998 Paid		7,395.69
Bond Account		500.00
Interest Income		174.58
Land & Dwelling Assessment		
Dwelling Assessment	12,907.89	
Golden Age Village Assessment	2,700.00	
Land Assessment	19,439.85	
Total Land & Dwelling Assessment		35,047.74
Misc Income		4.00
Upgrade Fee		12,048.00
Total Income		55,170.01
Expense		
Insurance/Liability		4,699.16
License & Taxes		10.00
Office Expense		1,020.65
Postage		523.44
Professional Fees		1,061.00
Repairs & Maintenance		
Snow Fences	184.43	
Total Repairs & Maintenance		184.43
Road Repairs & Maintenance		
Grading & Plowing	18,980.71	
Road Inspection & Report	993.34	
Road Signs	55.00	
Snow Plowing	1,762.50	
Total Road Repairs & Maintenance		21,791.55
Total Expense		29,290.23
Net Income		**25,879.78**

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of July 22, 1998
Cash Basis

	Jul 22, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	5,138.71
Savings Account	33,174.58
Total Checking/Savings	38,313.29
Accounts Receivable	
Accounts Receivable	-617.00
Total Accounts Receivable	-617.00
Total Current Assets	37,696.29
TOTAL ASSETS	**37,696.29**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	25,879.78
Total Equity	37,696.29
TOTAL LIABILITIES & EQUITY	**37,696.29**

07/23/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through July 22, 1998

Accrual Basis

	Jan 1 - Jul 22, '98
Income	
Assessment Prior to 1998 Paid	43,686.29
Bond Account	500.00
Interest Income	174.58
Land & Dwelling Assessment	
Dwelling Assessment	21,960.00
Golden Age Village Assessment	4,410.00
Land Assessment	34,980.00
Total Land & Dwelling Assessment	61,350.00
Misc Income	4.00
Upgrade Fee	12,048.00
Total Income	117,762.87
Expense	
Insurance/Liability	4,699.16
License & Taxes	10.00
Office Expense	1,020.65
Postage	523.44
Professional Fees	1,061.00
Repairs & Maintenance	
Snow Fences	184.43
Total Repairs & Maintenance	184.43
Road Repairs & Maintenance	
Grading & Plowing	18,980.71
Road Inspection & Report	993.34
Road Signs	55.00
Snow Plowing	1,762.50
Total Road Repairs & Maintenance	21,791.55
Total Expense	29,290.23
Net Income	**88,472.64**

07/23/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of July 22, 1998
Accrual Basis

	Jul 22, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	5,138.71
Savings Account	33,174.58
Total Checking/Savings	38,313.29
Accounts Receivable	
Accounts Receivable	61,975.86
Total Accounts Receivable	61,975.86
Total Current Assets	100,289.15
TOTAL ASSETS	**100,289.15**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	88,472.64
Total Equity	100,289.15
TOTAL LIABILITIES & EQUITY	**100,289.15**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
PO BOX 312
EMIGRANT, MONTANA 59027

July 22, 1998

Dear Glastonbury Landowner,

As you can see from the enclosed statement, your landowner's assessment fees have become past due.

At this point, I would like to remind you that, as outlined in the Restated Declaration of Covenants for the Community of Glastonbury, non-payment of these fees shall become a continuing lien on your parcel, tract or lot. Also, a 5 percent (5%) penalty will accrue on the amount of payment due and the assessment shall bear an interest from January 1, 1998 at the rate of 1-1/2 percent (1.5%) per month, compounded monthly (See Restated Declaration of Covenants, Section 11. **Community Assessment**).

I fervently hope that we will hear from you regarding payment of your outstanding assessments in order to ~~forego~~ forestall the placing of a lien on your property. Please write or call me (406-333-4306) or Roelof Varkevisser (406-333-4614) with your payment plan within 30 days.

Sincerely,

Maria Scoble
Treasurer

M. A. VON HAUSEN & ASSOCIATES

COMMUNITY planning, design, and development consultants

June 18, 1998

Craig Woodland
Member, Glastonbury Master Plan Committee
PO Box 999, Emigrant, MONTANA 59027

File: 98-RTR-06

Dear Craig:

RE: GLASTONBURY'S Land Use Master Plan and Design Guidelines

It was a pleasure speaking with you yesterday. Thank you for taking the initiative to contact me as a member of the Land Use Master Plan Committee. I am writing this letter to explain my feelings about how I was treated, the facts around the circumstances and the implications of recent decisions on the future of Glastonbury. I have also included nine questions that I would like answered or at least addressed to the Master Plan Committee so that they know the background and the potential impacts of their decisions. I feel it is important that Patrick Wolberd and Gilbert Cleirbaut also receive a copy of this letter. I encourage you to share with Patrick the earlier correspondence to Gilbert and the GLA that I sent to you this morning by FAX. This will provide further detail so that Patrick has a full appreciation of the facts.

As I emphasized in our telephone conversation yesterday, I feel a real sense of dissappointment and betrayal in the way my dismissal was handled. It was unjustified and unacceptable, especially since the draft Master Plan was endorsed by the majority of Community members that attended the presentation in March of 1997. The attached final Draft of the Land Use Master Plan and the Community Design Guidelines (March 1998) were refinements or necessary additions to the original Master Plan and part of the original contractual agreement with the Church. These documents represent the quality and connection to the County and State Plans necessary for approval. Completing these documents in advance of the GLA's advice was simply a matter of anticipation and directly conflicts with the GLA's assessment, in their letter of May 25 relating to my dismissal, that the GLA's decision to discontinue my services was based on "how best to complete the Master Plan in a comprehensive, precise and timely manner."

Furthermore, it is also interesting that you mentioned in our telephone conversation that the assessment of the quality of the documents that I sent to the Committee came from one person on the Committee, namely Dan Kehoe Sr., and that you nor anyone else on the Committee had the chance to personally review my documents (as I sent four copies for that purpose). This conduct goes against the "Founding Principles" of the Master Plan Process established by the Community at the meeting of April 27, 1996 (I sent these Principles to you this morning by FAX). In addition, the suggested "density schedule" concept by Dan Kehoe Sr. that we discussed has been generated by one person and has not been reviewed by the Community. Again, this addition and process is contrary to the Founding Principles of the Master Plan process.

I would request that Patrick or yourself please answer the following questions to further clarify the situation for me and to further inform the Master Plan Committee and the GLA:

14562 16A Avenue, White Rock, British Columbia, Canada V4A 5S1
Tel. (604) 536-3990 Fax (604) 536-3995

1. How does the Master Plan Committee represent the interests of the members of the GLA?

2. Should the Committee not have the responsibility to review the Master Plan and Design Guidelines documents as individuals before such an important decision is to be made as to dismiss the consultant?

3. Does the Committee know the ramifications of my dismissal in that they can not now use any of my illustrations (completed following my March 1997 visit and including perspectives of the Village Centres and the Clusters) or any of the detailed refinements in the content, policy or the Master Plan Map on page 43 and page 44?

4. Is the Committee aware that I will have withdrawn any support for the Master Plan and any association with it - my name nor company name is not to be used in any way in association with the Master Plan as I do not support the current direction and will not be able to review the final product?

5. Does the Committee know I spent 180 hours on the refinement of the Master Plan, the development of the Design Guidelines and accompanying Performance Standards that directly serve the interests of future Site Plan review of development proposals?

6. Is the Committee aware of my outstanding invoice of $5,850 respecting the Master Plan and Design Guidelines (March 1998 drafts) for work completed between March 20,1997 and March 2, 1998; and that invoice represents a 50% discount of actual fees associated with the hours spent on the project? In line with this, does the Committee realize that if it considers the hiring of another planning professional, that planner's normal obligation is to ensure that all previous invoices have been settled before commencing work?

7. Does the Committee realize that I have spent at least twice to three times the amount of time on this project over the past two years than I have billed them?

8. Do all the Committee Members know that the original Draft Master Plan (March 1997) was endorsed by the Community at the March 1997 meeting and that any additions, like the addition of the suggested "density schedule", could go against the whole principle of flexibility and innovation encouraged in the Master Plan; and that any alterations to the Master Plan would have to be endorsed by the majority of the Community with this in mind?

9. Does the Committee know that my approach using Design Guidelines has been tested at the Walker Center in Bozeman, that the product is quality design, and that the Design Guidelines provide a long term quality control framework for development under the direction of a Design Review Committee?

I believe that these questions that I have presented should be shared with the Master Plan Committee Members so that they can make an informed and collective decision about their treatment of me as a consultant to the process. As I understand from our conversation, there is a current feeling by at least a couple of the members of the Committee that they do not need a planner now. Is this a shared feeling on the Committee? I would expect not if the information above is shared with them and they realize the direct and indirect costs of their decision. I also expect that they may reconsider.

You asked me yesterday if I would consider working again for the Community of Glastonbury. I would have to consider this proposal very carefully as I have never been dealt with in such an unprofessional way in my entire consulting career. I am not taking this situation lightly as I am also concerned about the implications of the current change in direction.

Who is going to present the Master Plan and work through the approvals with the County Commissioners? More importantly, it appears that the Master Plan could essentially revert to a "Zoning Plan" and something that may not be well received, based on the recent experience that you described to me in the Big Timbers area. A "Zoning Plan" is exactly what the Community wants to stay away from as it will limit the future development potential, land value and innovation in the Community. When do we learn from our past mistakes! That is exactly why I thought the Community of Glastonbury retained my services to develop an innovative plan and an example for the County - not the same old thing that will result in the same old mobile home development! This spells disaster in my mind.

I might consider being retained again after the following conditions have been met:

1. I receive a formal apology from the Master Plan Committee outlining the reasons for the Committee's decision and a method of communication so that a situation such as this is prevented in the future.

2. Payment in advance of at least the $5,850 owed to me for the outstanding work completed (180 hours between March 20, 1997 and March 2, 1998) represented by the two draft documents: the Community of Glastonbury Master Plan, and the Community Design Guidelines (dated March 1998 and attached as exhibits).

No matter what the outcome, I consider the $5,850 an outstanding invoice (outlined in my correspondence of March 6,1998 to Patrick Wolberd concerning work between March 20,1997 and March 2, 1998) and that the Community of Glastonbury Landowners Association is obligated to pay me that amount. I would consider payment over six months a reasonable proposal.

I will leave the delivery of this message and questions for you to present to the Committee and discuss with Patrick as appropriate. I am sure there will be some sensivities associated with at least part of the information presented here, so handle the information accordingly. I believe the information is presented objectively and without bias.

It should be the responsibility of the Master Plan Committee collectively to make a more informed decision based on a more complete picture. I provide this information in the spirit of fairness and the future of Glastonbury. May God be with us.

Yours truly,

Michael von Hausen BLA, MLAUD, MCIP, CSLA
President

MVH: mvh
cc. Patrick Wolberd, Chairperson of the Glastonbury Homeowners Association
Gilbert Cleirbaut, President, Church Universal and Triumphant

Attachments: Draft ***Community of Glastonbury Land Use Master Plan*** and ***Glastonbury Community Design Guidelines*** **dated March 1998**

PS. Please **return the Master Plan and Guidelines** to my U.S. Address as indicated below **by August 21, 1998** unless otherwise agreed. These documents are not to be used or reproduced in any way without my consent. They are for exhibit purposes only at this time. Thank you

Michael von Hausen and Associates
161 "C" Street, PO Box 3969,
BLAINE, Washington 98231-3969

8-3-98
9:30 p.m.

Proxy

I Philip Hoag give my vote to Patric Wolbert during this Meeting.

Philip Hoag

1998-08-24_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes
August 24, 1998

1. **Call to Order, Prayer** - The meeting was called to order at 7:28 p.m., by Daniel Kehoe, Jr., at the South Glastonbury Teaching Center. Invocation was given by Daniel Kehoe, Jr.
PRESENT: Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Peggy Keathley, Linda Kremer and Walter Wunsch. Laurel Matthews, Ombudsman for South Glastonbury, was also present.
PRESENT BY PROXY: Andrew Field.
ABSENT: Patrick Wolberd, Maria Scoble, Philip Hoag, David Newhouse and Horus Brailsford. Margaret Roach, Ombudsman for North Glastonbury , was absent also.

2. **Reading and Dispositon of Minutes** - Minutes from 8-4-98 were distributed and tabled.

3. **Order of Businessn**

4. **Reports of Officers and Committees**

4.1 Treasurer's Report Maria Scoble, Treasurer

J. Murphy, in Maria Scoble's absence, distributed Profit and Loss Statement (Cash Basis) for January 1 through July 22, 1998, Balance Sheet (Cash Basis) as of July 22, 1998, Profit and Loss Statement (Accrual Basis) for January 1 through July 22, 1998, and the Balance Sheet (Accrual Basis) as of July 22, 1998. Copies of these documents are filed herewith.

FOLLOW-UP: M. Scoble/ J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets by 9-14-98.

FOLLOW-UP: M. Scoble - Bring recommendation regarding accounting needs to next meeting, 9-14-98.

FOLLOW-UP: W. Wunsch - Determine if Quick Books has a budget variance report

format by 9-14-98.

4.2 Finance Committee Report Maria Scoble, Chair

FOLLOW-UP: M. Scoble - Develop a recommendation re emergency fund by 8-24-98.

DISCUSSION: J. Murphy suggested that a plan be implemented to simply put aside a certain amount of money in a savings account which could be accessed easily and withdrawn if needed. It was stated that First Security Bank in Bozeman has a rating of A minus, and American Bank in Livingston, a rating of B minus. Discussion will be continued.

FOLLOW-UP: M. Scoble/ R. Varkevisser - Make calls as follow-up to lien letters by 9-14-98.

4.3 Architecture Subcommittee Andrew Field, Chair

NEW PROJECTS FOR REVIEW

Subdivisions

Marcia McCarry, S. Glastonbury

Vivian Mason, N. Glastonbury

Constructions

David Tonkin - drilling well, S. Glastonbury

Bridget Lewis - resubmitted plans, S. Glastonbury

James Kozlik (Donald Hansard) - plans for foundation, S. Glastonbury

Dr. Brad Tidsdale - house, N. Glastonbury

R. & M. Wallace (Timmer Property) -(roads completed), N. Glastonbury

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Istallation of Utilities, for possible revision, completion date to be determined at 9-14-98.

FOLLOW-UP: J. Murphy - Notified landowners of committee action.

4.4 Road Committee Report David Newhouse, Chair

First five FOLLOW-UP items on August 24th Agenda under Road Committee were not discussed.

W. Wunsch stated that the Road Committee needed an internal meeting with its members to clarify key actions in writing in order to make all transactions transparent and all actions coordinated between North and South Glastonbury and Archie Mann, et al. He also suggested that the biddings for gravel spreading, etc. needed to be secret for best economic performanc; actions to be scheduled in writing with all members knowing ahead of time what will be happening.

FOLLOW-UP: P. Wolberd - Get legal advice from attorney on agreement and report back by 8-24-98: Letters to J. Glover and R. Smith , along with corrected copy of the Settlement Agreement with the Church were submitted. Copies of these documents are filed herewith.

FOLLOW-Up: H. Brailsford - Bring speed sign recommendation to next meeting, 9-14-98.

4.5 Nominating Committee Report Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress by 8-24-98: There have been no nominations as yet. It was agreed by consensus to hold the Annual Meeting at Emigrant Hall.

FOLLOW-UP: J. Murphy - Has sent out nomination forms and letter.

4.6 Complaint Committee Joan Murphy, Chair

There have been no complaints.

4.7 Land Use Master Plan Advisory Committee Daniel Kehoe, Jr., Chair

D. Kelhoe reported no new progress in three weeks. Meeting will be scheduled soon.

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FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as a committee member for Board action at 9-14-98 meeting.

4.8 High South Fire Water Reservoir Advisory Committee Walter Wunsch, Chair

W. Wunsch reported that Archie Mann is researching the use of a tank for reservoir purposes.

FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 9-14-98.

5. Ombudsman Report No report.

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

J. Murphy reported there are discrepancies between the By-Laws and the Covenants on how to count votes. J. Glover should be contacted for clarification.

FOLLOW-UP: Board - Review memo for comment on 9-14-98 {Consider moving this to Nominating Committee.}

6.2, 6.3 No discussion.

6.4 Covenant Agreement Form use

J. Muphy asked if the GLA wanted to follow the form used in the Covenants.

P. Keathley stated that the Covenants are given to new residents but no signature is required regarding them.

6.5 Filing Liens when assessments owed - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of Liens for overdue asessments by 9-14-98.

6.6 GLA as a possible investor in GAV - W. Wunsch No discussion.

6.7 Leykamm Letter

Draft letter to Manfred Leykamm, under signature of P. Wolberd was submitted. Copy of this letter is filed herewith.

DISCUSSION: After discussion, it was agreed that the sentence, "It is not possible for the Board to release your property from the Covenants ," be added in the 3rd or 4th paragraph. J. Glover will be consulted as to what are the mechanics if one wants to withdraw from the Covenants. After comments from Glover, letter will go out.

FOLLOW-UP: D. Kehoe - Send letter to J. Glover by 9-14-98.

Henry Lee Letter

Draft letter to H. Lee under signature of P. Wolberd was submitted. Copy of this letter is filed herewith. Content follows Ranch policy of waiving assessment on parcel with no road accessing land since resident does pay assessment on other land owned in Glastonbury.

FOLLOW-UP: D. Kehoe - Get advice from J. Glover on letter by 9-14-98.

6.8 Form a Welcome Committee for new GLA members - J. Murphy reported that both she and P. Wolberd were planning to make social visits to new residents.

6.9 Four Board Meeting re Church Land Donation report - P. Wolberd has done this.

6.10 M. von Hausen Letter - P. Wolberd

FOLLOW-UP: P. Wolberd - Contact Hertha Lund, legal counsel for Church, and John Glover, GLA attorney re how to pursue this matter by 9-14-98.

6.11 Speed Bump on Sirius Drive - W. Mountjoy

FOLLOW-UP: W. Mountjoy - Report suggestions to Board on how to deal with speed problem by 9-14-98.

7. Tabled Business

7.1 *Noxious Weed Committee Formation*

J. Murphy stated that the whole Board may have to vote on what to do about noxious weeds on right of way along roads. Spraying must be done by licenced sprayer. Mark

Nardin charges minimum of $50 and then by area covered. Archie Mann should not plow weeds under. Weeds should be cut.
FOLLOW-UP: Board - Vote on weed policy 9-14-98.

7.2 - 8.4 No discussion.

9. Open Floor Comments

Gilbert Zimmerman stated he would like to discuss relationship between the LUMP and co-housing. It was suggested to him to attend the next LUMP committee meeting and make his presentation there.
Walter Wunsch offered his opinion that the GLA Board meetings would profit in efficiency if each Board member were given a chance to conduct the meeting; that is, each meeting be presided over by a different chairman. This would allow different styles of conducting and would also allow the leader to step back and observe and be more detached.

10. Next Meeting - Monday, 7:00 p.m., September 14, 1998, North Glastonbury.

11. Adjornment - Meeting was adjourned at 8:20 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews
Assistant Secretary

1998-08-24_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting

Agenda

August 24, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets by 8-24-98

FOLLOW-UP: J. Murphy - Mail copies of financial report with notice of meeting by 8-24-98

FOLLOW-UP: M. Scoble - Bring recommendation regarding accounting needs to next meeting, 8-24-98

FOLLOW-UP: W. Wunsch - Determine if Quick Books has a budget variance report format by 8-24-98

4.2 Finance Committee Report - Maria Scoble, Chair

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 8-24-98

FOLLOW-UP: M. Scoble/R. Varkevisser - Make calls as follow-up to lien letters by 8-24-98

4.3 Architecture Subcommittee - Andrew Field, Chair

NEW PROJECTS FOR REVIEW:

Bridgett Lewis, S. Glastonbury

Robert & Mary Wallace (Timmer Property), N. Glastonbury

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 8-24-98

FOLLOW-UP: J. Murphy - Notify landowners of committee action by 8-24-98

4.4 Road Committee Report - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gambled Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 8-24-98

FOLLOW-UP: D. Newhouse - Ask permission from Dennis Brandon to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 8-24-98

FOLLOW-UP: D. Newhouse - Complete new road maintenance schedule for G. North and G. South by 8-24-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 8-24-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property and contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost by 8-24-98

FOLLOW-UP: P. Wolberd - Get legal advise from attorney on agreement and report back by 8-24-98

FOLLOW-UP: H. Brailsford - Bring speed sign recommendation to next meeting

4.5 Nominating Committee Report - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress by 8-24-98

FOLLOW-UP: J. Murphy - Send out nomination form and letter by 8-7-98

4.6 Complaint Committee - Joan Murphy, Chair

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as a committee member for Board action either at 8-24-98 or 9-14-98 meeting.

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 8-24-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 By-Laws/Covenants voting discrepancies

FOLLOW-UP: Board - Review memo for comment on 7-13-98 [Consider moving this to nominating committee.]

6.2 Association Letter Head

FOLLOW-UP: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 7-13-98

FOLLOW-UP: W. Wunsch - Find out if existing COG logo is available to GLA by 7-13-98

6.3 Office space needs

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 7-13-98 [Consider deleting.]

6.4 Covenant Agreement Form Use - J. Murphy

6.5 Filing Liens when assessments owed. - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 7-13-98

6.6 GLA as a possible investor in GAV - W. Wunsch

6.7 Leykamm Letter

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 8-24-98

6.8 Forming a welcoming Committee for new GLA Members - P. Wolberd

6.9 Four Board Meeting re Church Land donation report - P. Wolberd

6.10 M. Von Hausen Letter - P. Wolberd

FOLLOW-UP: P. Wolberd - Contact Hertha Lund, legal counsel for Church and John Glover, GLA attorney re how to pursue this matter by 8-24-98.

6.11 Speed Bump on Sirius Drive - William Mountjoy

FOLLOW-UP: W. Mountjoy - Report suggestions to Board on how to deal with speed problem by 8-24-98

7. Tabled Business

>>>>>*7.1* ***Noxious Weed Committee Formation -***

7.2 Should GLA accept responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

7.4 Write accounting procedures - M. Scoble/P Keathley

8. New Business

8.1 Knap weed problem - J. Murphy

8.2

8.3

8.4

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., August 24, 1998, North Glastonbury

11. Adjournment

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

August 24, 1998

Manfred Leykamm
P. O. Box 441
Emigrant, MT 59027

Dear Manfred:

The Glastonbury Landowners Association received your request to be removed from the Glastonbury Covenants. We have taken this matter up with area real estate agents, neighboring landowners and the GLA attorney.

The Restated Covenants that were voted on last Fall were benchmarked with other communities in the area. These Covenants are similar with what area developments are adopting. Covenants are an asset to communities since they serve to protect the landowner from uncontrolled growth, nuisances and eyesores and commercial activity and guide development on adjacent parcels. To remove your property, which is the heart of the southwest section of South Glastonbury, would remove that protection from adjacent landowners.

The point of your driveway accessing a county road and not a Glastonbury road is well taken, but we feel a minor point on two accounts. First, snowplows hired by the GLA have plowed the county road in the past, well in advance of any plows sent by the county. Second, only a portion of the GLA membership dues go to road maintenance, the rest goes to running the Association and enforcing the Covenants that help every landowners property retain it value.

We are looking forward to further improvements in Glastonbury with the adoption of the Land use Master Plan and the Royal Teton, Ltd's adoption of the plan and returning the reserved lands back into Glastonbury to create village centers and commercial centers vital for our community's growth. I thank you for your understanding of this matter and hope that our efforts to improve Glastonbury aid you in the sale of your beautiful home.

Sincerely,

Patrick Wolberd
President

07/23/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through July 22, 1998
Cash Basis

		Jan 1 - Jul 22, '98
Income		
Assessment Prior to 1998 Paid		7,395.69
Bond Account		500.00
Interest Income		174.58
Land & Dwelling Assessment		
Dwelling Assessment	12,907.89	
Golden Age Village Assessment	2,700.00	
Land Assessment	19,439.85	
Total Land & Dwelling Assessment		35,047.74
Misc Income		4.00
Upgrade Fee		12,048.00
Total Income		55,170.01
Expense		
Insurance/Liability		4,699.16
License & Taxes		10.00
Office Expense		1,020.65
Postage		523.44
Professional Fees		1,061.00
Repairs & Maintenance		
Snow Fences	184.43	
Total Repairs & Maintenance		184.43
Road Repairs & Maintenance		
Grading & Plowing	18,980.71	
Road Inspection & Report	993.34	
Road Signs	55.00	
Snow Plowing	1,762.50	
Total Road Repairs & Maintenance		21,791.55
Total Expense		29,290.23
Net Income		**25,879.78**

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of July 22, 1998

Cash Basis

	Jul 22, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	5,138.71
Savings Account	33,174.58
Total Checking/Savings	38,313.29
Accounts Receivable	
Accounts Receivable	-617.00
Total Accounts Receivable	-617.00
Total Current Assets	37,696.29
TOTAL ASSETS	37,696.29
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	25,879.78
Total Equity	37,696.29
TOTAL LIABILITIES & EQUITY	37,696.29

07/23/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through July 22, 1998

Accrual Basis

	Jan 1 - Jul 22, '98
Income	
Assessment Prior to 1998 Paid	43,686.29
Bond Account	500.00
Interest Income	174.58
Land & Dwelling Assessment	
Dwelling Assessment	21,960.00
Golden Age Village Assessment	4,410.00
Land Assessment	34,980.00
Total Land & Dwelling Assessment	61,350.00
Misc Income	4.00
Upgrade Fee	12,048.00
Total Income	117,762.87
Expense	
Insurance/Liability	4,699.16
License & Taxes	10.00
Office Expense	1,020.65
Postage	523.44
Professional Fees	1,061.00
Repairs & Maintenance	
Snow Fences	184.43
Total Repairs & Maintenance	184.43
Road Repairs & Maintenance	
Grading & Plowing	18,980.71
Road Inspection & Report	993.34
Road Signs	55.00
Snow Plowing	1,762.50
Total Road Repairs & Maintenance	21,791.55
Total Expense	29,290.23
Net Income	88,472.64

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of July 22, 1998
Accrual Basis

	Jul 22, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	5,138.71
Savings Account	33,174.58
Total Checking/Savings	38,313.29
Accounts Receivable	
Accounts Receivable	61,975.86
Total Accounts Receivable	61,975.86
Total Current Assets	100,289.15
TOTAL ASSETS	100,289.15
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	88,472.64
Total Equity	100,289.15
TOTAL LIABILITIES & EQUITY	100,289.15

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

August 15, 1998

John Glover, Attorney
Berg Law Firm
910 Technology Boulevard South
Bozeman, MT 59715 587-3181

Dear Mr. Glover,

Enclosed is a copy of the Settlement Agreement between the Church and the Glastonbury Landowners Association, Inc. concerning the uncompleted Glastonbury road construction work. The board of directors has asked me to have you review and comment on this before I sign it.

The GLA board of directors accepts the terms of this agreement with the exception of item F. (Golden Age Village private roads) on page five, which I have lined out and initialed as deleted. We are not in agreement with this item because there is no record that we can find defining the GAV private roads as dedicated Glastonbury roads. Our concern is that if we agree to this language, we will then be obliged to maintain these roads. I checked with Jackie Robins, at the Park County Planning Office and she could find no record of these roads being dedicated to the Community of Glastonbury. Previous to this last agreement there has never been any reference to this matter.

Please review this agreement and my cover letter for the purpose of identifying any legal problems with the wording or other red flags. Also instruct me as to the line out modification method I have used to remove item F. from the agreement. We would like to make it as expedient as possible to move ahead with a signed agreement and avoid the time consuming process of typing up a new agreement, which would then require more scrutiny by both sides.

I may be reached by phone on Tuesday through Thursday at my Billings office (656-2224) or Friday through Monday by cell phone at my Livingston office (223-2002), or at home in Emigrant (333-4722) if you have a need to discuss this matter with me. You may FAX me at my home phone (333-4722) at any time with your written comments.

Thank you for your assistance in this matter. I would like to get this back in the mail by August 15, 1998, if it is possible for you to respond within that time frame.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

August 18, 1998

Richard Smith
Vice President Community Operations
P.O. Box 5000
Corwin Springs, MT 59030-5000

Dear Richard,

Enclosed are all three copies of the Settlement Agreement between the Church and the Glastonbury Landowners Association, Inc. concerning the uncompleted Glastonbury road construction work.

The GLA board of directors accepts the terms of this agreement with the exception of item F. (Golden Age Village private roads) on page five, which I have lined out and initialed as deleted. We are not in agreement with this item and believe that these roads belong to the property owner as does their repair and maintenance.

Upon the advise of our attorney I have also lined out the overly broad language, "...other uncompleted obligations..." found on page one, last paragraph; page two, third paragraph; and page six, paragraph G.

We believe we have reached a mutually beneficial agreement with the enclosed document, as modified, and are prepared to move ahead with the completion of this work immediately upon receipt of a signed agreement. We are hopeful the executive board will see the wisdom of such action.

Please initial the deletions noted above, addition on page six and date correction on page one, all three agreements and return one copy to me for our records.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

NOTICE: THIS CONTRACT IS SUBJECT TO ARBITRATION PURSUANT TO TITLE 27, OF CHAPTER 5, MONTANA CODE ANNOTATED, THE "UNIFORM ARBITRATION ACT" OF MONTANA.

SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT dated as of ~~June~~ August 15, 1998, is made by and between CHURCH UNIVERSAL AND TRIUMPHANT, INC., a Montana nonprofit corporation (the "Church"), and GLASTONBURY LANDOWNERS ASSOCIATION, INC., a Montana nonprofit corporation (the "Association").

WHEREAS, an Assignment of Declaration of Covenants executed by the Church and the Association on June 16, 1997 specifically provided that the Association "shall not assume any uncompleted obligations of the Church or its predecessor-in-interest as of April 30, 1997, including, but not limited to, uncompleted road construction work (but not including road maintenance and improvement work)"; and

WHEREAS, the Restated Declaration of Covenants for the Community of Glastonbury (the "Glastonbury Covenants") specifies the property and road easements which are subject to the Glastonbury Covenants and which are currently under the jurisdiction of the Association; and

WHEREAS, the Association has asserted claims against the Church for uncompleted road construction work and other matters in the Community of Glastonbury; and

WHEREAS, representatives of the Church and the Association have met to discuss and agree upon the extent of the Church's obligations to complete any road construction work ~~or other uncompleted obligations~~ in the Community of Glastonbury; and

Delete Line 3rd PW

WHEREAS, the Church affirms that it is responsible for the cost of the original construction of the Glastonbury roads to a reasonable standard, including, where applicable, the cost of upgrading certain previously constructed roads to an adequate standard and the cost of constructing any additional platted community roads which have not yet been developed to existing parcels which have not yet been sold or offered for sale; and

WHEREAS, the Association has obtained contractor bids for the cost of upgrading previously constructed roads to an adequate standard and the parties have agreed upon the work and the costs thereof; and

WHEREAS, the Church and the Association have agreed to certain terms and conditions for the resolution of the Church's outstanding obligations pertaining to uncompleted road construction work ~~and any other uncompleted obligations~~ in the Community of Glastonbury, and desire to set forth such provisions herein; and

Delete Line Out PW

WHEREAS, the parties have also agreed that the Church is not responsible for the cost of periodic maintenance or special improvements (such as guardrails) that were intended to be funded from the proceeds of annual community assessments payable by landowners in the community;

NOW, THEREFORE, in consideration of the mutual agreements and understandings set forth herein and for the other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Church and the Association hereby agree as follows:

A. The Church will pay the liquidated cash sum of $24,325 to the Association in full satisfaction of all outstanding road construction obligations for the existing segments of the platted community roads in Glastonbury North and Glastonbury South which have been put into service, as follows:

1. One-half ($12,162.50) at the time of execution of this Settlement Agreement; and

2. The remaining balance ($12,162.50) upon completion of all road construction work itemized below:

GLASTONBURY NORTH

1. Capricorn Drive/Aquarius Lane Intersection: Construct a water catch basin on the left side of the road.

2. Pisces Way: Bring the road up to standard.

3. Capricorn Drive: Construct a catch basin and install culvert in front of Fred Morsell's parcel.

4. Capricorn Drive and Aries Drive intersection: Construct a catch basin and install one culvert.

5. Capricorn Drive (across from parcel marker #215 and #217): Create proper drainage, elevate road and install culvert and catch basin.

6. Venus Way: Complete the cul-de-sac and widen the road to county standards for approximately 200 yards and install one culvert.

7. Mercury Lane: Widen the road and complete the cul-de-sac.

8. Gemini Road: Widen the road, unplug and extend the culvert and adjust the slope of the shoulder.

9. Orion Way: Complete the cul-de-sac.

10. Sirius Drive: Repair damaged culvert pipe and backfill and repair washout.

GLASTONBURY SOUTH

11. Virgo Way from Dry Creek Road to northeast end of "Brailsford Driveway": Widen the road and apply top coating.

12. Leo Lane: Complete the cul-de-sac.

13. Hercules Road/Scorpio Way intersection to Skyway Drive: Build road up along Goldmeyer Creek, and construct ditches to prevent the creek from running down the road.

14. Scorpio Way: Widen road, construct ditches and remove trees.

15. Polaris Way: Install a culvert.

16. High South: Dispose of 4 slash piles from the original road construction.

B. The Church shall not be responsible to pay for the cost of any periodic maintenance or special improvements which may be needed for any of the existing Glastonbury roads, including the installation of any guardrails. The Church shall not upgrade Avalon Lane at this time, since it is only an interior parcel driveway and not a platted community road, and also since the parcel has not been subjected to the Glastonbury Covenants. Likewise, the Church does not expect the Association to maintain this road. Should the parcel be developed or subdivided in the future, the location, status and quality of the road would have to be addressed by the owner at that time in accordance with the existing standards or requirements of the Association and/or Park County.

C. Certain segments of the platted community roads in Glastonbury North and Glastonbury South have never been constructed or put into service and are not included in the costs set forth above. Similarly, the parcels to be served by these segments of road have not been sold or offered for sale by the Church and/or the parcels and roads have not been subjected to the Glastonbury Covenants. These road segments include the following:

ROAD SEGMENT	PARCELS SERVED
a. Pisces Way from Parcel 41 to end	Parcel Nos. 54, 55 and 56/ Glastonbury North
b. Jupiter Way from Parcel 22 to end	Reserved Land/Glastonbury North
c. Gemini Road and spur road from Parcel 66 to end	Parcel Nos. 60, 63, 64, 65, 68, 69 and 70/Glastonbury North
d. Virgo Way from Parcel 17 across Dry Creek (including bridge or culvert) to NE end of "Brailsford driveway"	Parcel Nos. 9 and 17/ Glastonbury South

e. Chalice Well Way	Parcel Nos. 4-11 and Reserved Land/Glastonbury South
f. Cancer Road	Parcel Nos. 12-17/ Glastonbury South

Contingent upon the addition of these areas to the Glastonbury Covenants, the Church, and/or its successors and assigns as the developer, agrees to accept responsibility for the cost of the original construction of these segments of road at least to the standard of community roads as contained in the Specifications and Standards for Gravel Road Construction, Rev. 87-2 or any subsequent amendments thereto, and for the cost of providing backbone electric and telephone systems prior to selling individual parcels which are served by these roads. Once the original construction of any of these roads has been completed to the applicable standard, electric and telephone systems have been installed to any affected parcels and they have been subjected to the Glastonbury Covenants, the Association agrees to accept responsibility for the maintenance of such roads in accordance with the Glastonbury Covenants.

D. Except as set forth in "C" above, the Association agrees to accept responsibility for all of the other existing community roads within the platted or recorded easements subjected to the Glastonbury Covenants in Glastonbury North and Glastonbury South, as well as for Aries Drive and Sirius Drive in Glastonbury North (which are not within a platted or recorded easement), and to complete the work identified in "A" above within one (1) year from the date the first one-half payment is made by the Church.

E. Concerning Aries Drive and Sirius Drive in Glastonbury North, the Church agrees to revise a portion of Certificate of Survey No. 615A or to provide a new survey in the context of the comprehensive land use master plan to plat these roads as private access and public utility easements (community roads) pursuant to Section 8 of the Glastonbury Covenants.

~~F. The parties agree that the roads within the Golden Age Village mobile home park, including those roads referred to as Helios Way, Vesta Lane, Helios Circle and Vesta Circle, are part of the platted community roads in the Community of Glastonbury which have been subjected to the Glastonbury Covenants and that they have been constructed to an adequate standard.~~

Delete section F. PW

G. In consideration of the payment made herein by the Church and the other terms and agreements between the parties contained herein, the Association hereby releases, acquits and discharges the Church from any and all additional claims for uncompleted road construction obligations ~~or any other uncompleted obligations~~ in the Community of Glastonbury which might or could be owing from the Church to the Association, except as set forth herein ~~or in any other written agreements between the parties not relating to roads.~~

Delete Line Out PW

H. The terms of this Agreement are intended by the parties to be the final expression of their Agreement with respect to any of the Church's uncompleted obligations in the Community of Glastonbury ~~including, but not limited to~~, "uncompleted road construction work" and may not be contradicted by evidence of any prior or contemporaneous agreement. The parties further intend that this Agreement shall constitute the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever may be introduced in any judicial, administrative or other legal proceeding involving this Agreement.

regarding PW

I. Time is of the essence as to all the terms and conditions contained in this Agreement.

J. If any provision of this Agreement, or the application thereof to any person, place or circumstance, shall be held by a court of competent jurisdiction to be invalid, unenforceable or void, the remainder of this Agreement and such provisions as applied to other persons, places and circumstances shall remain in full force and effect.

K. The validity, interpretation, enforceability and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of Montana.

L. Any controversy between the Association and the Church involving the construction or application of any of the terms, provisions or conditions of this Agreement or otherwise arising out of or related to this Agreement, shall be settled by arbitration in accordance with the then current commercial arbitration rules of the American Arbitration Association, and judgment on the award rendered by the arbitrator may be entered by any Court having jurisdiction thereof. The location of the arbitration shall be a mutually agreeable place in Park County or Gallatin County, Montana.

The parties have duly executed this Agreement as of the date first hereinabove written.

CHURCH UNIVERSAL AND TRIUMPHANT, INC.

By: _____
Richard E. Smith, Vice President Community Operations

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

By: _____
Patrick M. Wolberd, President

I give my
proxy to
Maria Herbst
for the GLA
Board Mtg of
8-24-98

LK
DK
WW
PK
JM

I, Andrew Field

give my Proxy

to Joan Murphy,

for Meeting on

August 24th, 1998

Andrew Field

1998-09-14_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes
September 14, 1998

1. **Call to Order, Prayer** - The Meeting was called to order at 7:12 p.m., by Patrick Wolberd at the home of David Newhouse in North Glastonbury.

PRESENT: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Peggy Keathley, Linda Kremer, Andrew Field, Philip Hoag, Walter Wunsch and David Newhouse. Ombudsman for South Glastonbury, Laurel Matthews was also present.

PRESENT BY PROXY: Maria Scoble (Treasurer) and Horus Brailsford.

ABSENT: Ombudsman for North Glastonbury, Margaret Roach.

2. **Reading and Disposition of Minutes** - Minutes for August 3, 1998 and minutes for August 24, 1998 were approved.

3. **Order of Business**

8.2 Specific Ending Time for Meeting, Sept. 14, 1998

ACTION: D. Kehoe, Jr. moved and W. Wunsch seconded to end meeting at 9:30 p.m. Motion carried unanimously.

8.1 Fire Department Presentation - Jim Phipps

Jim Phipps of the local Fire Department reported that there was an incident in North Glastonbury's GAV in which the water supply became very low. He stated that on one specific occasion the water reservoir in GAV was almost empty; that the reservoir needs a minimum of 90,000 gallons of water in it at all times. The problem stems from the fact that the automatic control systems are not in operation and that the controls must be done manually; that a dearth of manpower exists. He stated that the problem accessing water exists over the entire county. Philip Lawson, also present from the Fire Department, stated that there is a suggestion pending before the County authority to make it

mandatory for new subdivisions to provide a dry hydrant year round, 2,500 gallons of water needed for each individual dwelling.

Request was made by the Fire Department to inform residents of Glastonbury to keep dry grass and vegetation away from houses and structures for protection from fires.

FOLLOW-UP: Board - Inform community of fire hazzards and dry foliage around building structures.

8.4 GAV

David Tonkin presented a list of potential involvement in the GAV buy out. Copy of this document is filed herewith. He stated there was a private meeting of people potentially interested in the buy out of GAV and that there was some interest expressed in the project. He expressed a desire to involve the GLA in the process. One option would be to offer shares at $5,000 or $10,000 a piece, or to assess each GLA member for a portion of the money needed. General reaction to assessing members was negative, since some residents find it difficult to pay the assessments already imposed by the Covenants. P. Hoag suggested that lots could be bought and rented.

Offer has been made for $550,000 and GAV will be sold by January 15, 1999 unless offer can be matched by October 25, 1998 by local people.

P. Wolberd suggested someone from the Board work with D. Tonkin for a creative solution. D. Tonkin's phone number and fax number is 333-4530.

D. Tonkin also suggested that GAV residents become members of the GLA.

P. Wolberd stated this would have to be presented to the GLA membership and voted upon by that body.

8.5 Motorcycles on Glastonbury Roads

W. Wunsch stated that an accident was narrowly avoided involving two motorcyles and a vehicle in Glastonbury South on Hercules Drive. Motorcyles were being driven at a speed that was unsafe. Bjorn Roxendal, with David Roxendal and Leif Chrinstian,

(the underaged boys involved in the incident on Hercules) were present to present their case. D. Roxendal and L. Christian stated that they were told on two occasions by a deputy sheriff that they should not ride their bikes on a public road since that needed bike registration and that it was permissible to ride in the Glastonburys. P. Wolberd pointed out that the deputy sheriff was not familiar with the Covenants of Glastonbury (Section 8,Item i) that state no motor vehicle shall be operated on the platted road easements in the Community except by a perosn having a valid operator's or driver's license, and that all such operations shall be in accordance with any limitations contained in the license. L. Christian presented a vehicle permit. It was unclear what authority this permit extended. There was a general concern for safety expressed by members of the Board.
ACTION: P. Keathley moved, L. Kremer seconded that the Board take up the matter of Item i of the Covenants for interpretation of what is a valid operator's or driver's license. Motion carried unanimously.
FOLLOW-UP: P. Wolberd /P. Keathley - Bring to Board recommendation on this matter by 10-5-98.

4. Reports of Officers and Committees

4.1 Treasurer Report Maria Scoble, Treasurer

There was no report. Follow-ups were not discussed.
J. Murphy distributed the Balance Sheets, Cash Basis and Accrual Basis, as of August 26, 1998, and the Profit and Loss Sheets, Cash Basis and Accrual Basis, January 1 through August 16, 1998. Copies of these documents are filed herewith
There was no discussion of these documents.

4.2 Finance Committee Report Maria Scoble, Chair

There was no discussion.

4.3 Architecture Subcommittee Andrew Field, Chair

NEW PROJECTS FOR REVIEW

Bridget Lewis, S. Glastonbury #34 E

ACTION: A. Field moved, P. Hoag seconded to recommend approval. Motion carried unamously.

R. & M. Wallace (Timmer Property), N. Glastonbury - plans for house resubmitted.

Margaret Roach, N. Glastonbury - plans for garage resubmitted.

James Kozlik/Hansard, S. Glastonbury #81 - house. Recommendation - to resubmit plans with permanent foundation and septic and electric permits.

ACTION: A. Field moved, D. Newhouse seconded to notify resident to stop work until permanent foundation, electrical permit and septic permit are approved. Motion carried unanimously.

Vivian Mason, N. Glastonbury #6 B - needs to be monitored to be sure construction concurs with regulations.

David Tonkin, S.. Glastonbury #104 - residence.

ACTION: A. Field moved, P. Hoag seconded the motion to recommend approval subject to proving visibility at end of driveway on entrance to road. Motion carried unanimously.

Marcia McCarry, S. Glastonbury #26 - subdivision. Not all conditions have been met. Approval when County recommendations are met.

Brad Tidsdale, N. Glastonbury - house

ACTION: A. Field moved, W. Wunsch seconded to recommend approval. Motion carried unanimously.

Philip Hoag, N. Glastonbury #7 - Pole barn

ACTION: A. Field moved, W. Wunsch seconded to recommend approval. Motion carried unanimously.

Eric Newhouse, N. Glastonbury, Tract 4, #25 - house.

ACTION: A. Field moved, P. Hoag seconded to recommend approval. Motion carried unanimously.

Dorothy Whitehead, N. Glastonbury #30 - toolshed.

ACTION: A. Field moved, P. Hoag seconded to recommend approval pending approved setback. Motion carried unanimously.

A. Field stated that if a resident wants a project on the agenda, he should submit it to Joan Murphy, Secretary, who puts it in the minutes and gives it to Patrick Wolberd who puts it on the agenda. This should be done one week in advance of next meeting of GLA meeting. A. Field encouraged everyone to tell friends and neighbors to submit projects before beginning them. Structures should be built 15 feet back from easement. No follow-ups were discussed.

4.4 Road Committee Report David Newhouse, Chair

CONTRACT WITH CHURCH

P. Wolberd reviewed preceding actions taken on the contract with the Church dealing with Glastonbury roads - contract signed, corrected and initialed by P. Wolberd for the GLA, along with the cover letter to Richard Smith of the Ranch. Since Richard Smith is resigning from the Ranch staff as of September 30th, Donald Knittel being the new officer in charge, contract, etc. might have to be rewritten. Hertha Lund, in conversaltion with P. Wolberd, said she would try to get W. Smith to initial agreement changes before he leaves and thus complete the transaction between the Ranch and Glastonbury on the roads.

ACTION: D. Newhouse moved, P. Keathley seconded to approve funding for four hours of road work in North Glastonbury. Motion passed unanimously.

No other follow-ups from the Road Committee Report were discussed.

4.5 Nominating Committee Report Joan Murphy, Chair

Joan Mlurphy presented a flyer created by Judy Anderson with all pertinent information about the annual meeting and election in November for the GLA. She also presented the ballots for both North and South Glastonbury with the names of candidates for election, as well as the proxy form which is unchanged from last year. These forms were approved by consensus. Copies are filed herewith. Mailing will go out to members by October 1st or 2nd.

ACTION: J. Murphy moved, P. Hoag seconded to approve the hiring of a clerical assistant for the Nominating Committee at a rate of $7 (seven dollars) per hour for up to a total of $100 (one hundred dollars). Motion carried unanimously.

FOLLOW-UP: J. Murphy/ D. Kehoe, Jr. - Check with J. Glover on voting discrepancies between the By-laws and the Covenants, and the vote required.

Joan Murphy asked if someone could help with refreshments at the annual meeting. Susan Gough was suggested as a possibility. A Board member is needed to oversee the action.

P. Wolberd suggested that after the election each member on the Board and the Ombudsmen receive a binder with the new Covenants and By-laws. All members were in agreement.

FOLLOW-UP: J. Murphy - Provide packets when new Board convenes.

4.6 Complaint Committee Joan Murphy, Chair There was no discussion.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as committee member for Board action at 10-5-98 meeting. (Postponed by request of Craig Woodland.)

ACTION: D. Kehoe, Jr. moved, P. Keathley seconded to approve $60 (sixty dollars) invoice for road trips for architect (Comma-Q), payable to Dan Kehoe, Sr. Motion carried unanimously.

FOLLOW-UP: J. Murphy - Send invoice to Ranch by 10-5-98.

Invoice in the amount of $809.76 (eight hundred nine dollars and seventy six cents) for work by Comma-Q Architecture, Inc. was approved by P. Wolberd.

FOLLOW-UP: J. Murphy - Send invoice to Ranch by 10-5-98.

4.8 - 6.6 No discussion.

6.7 Leykamm Letter

Leykamm letter was approved by J. Glover.

FOLLOW-UP: J. Murphy - Send letter by 10-5-98.

6.8 - 7.4 No discussion.

8. New Business

8.1 Fire Department Presentation - Jim Phipps See Order of Business

8.2 Specific time ending for meeting 9-14-98 See Order of Business

8.3 Speed Control

P. Wolberd presented a Speed Control Proposal to be dicussed at a later date.

FOLLOW-UP: Board - Discuss speed control issues and determine speed limits, 10-5-98.

8.4 GAV See Order of Business

8.5 Motorcyles on Glastonbury roads See Order of Business

9. Open Floor Comments There were no comments.

10. Next Meeting - Monday, 7:00 p.m., October 5, South Glastonbury

11. Adjournment Meeting was adjourned at 9:45 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews

Assistant Secretary

1998-09-14_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting

Agenda

September 14, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets by 9-14-98

FOLLOW-UP: J. Murphy - Mail copies of financial report with notice of meeting by 9-14-98

FOLLOW-UP: M. Scoble - Bring recommendation regarding accounting needs to next meeting, 9-14-98

FOLLOW-UP: W. Wunsch - Determine if Quick Books has a budget variance report format by 9-14-98

4.2 Finance Committee Report - Maria Scoble, Chair

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 9-14-98

FOLLOW-UP: M. Scoble/R. Varkevisser - Make calls as follow-up to lien letters by 9-14-98

4.3 Architecture Subcommittee - Andrew Field, Chair

NEW PROJECTS FOR REVIEW:

Bridgett Lewis, S. Glastonbury

Robert & Mary Wallace (Timmer Property), N. Glastonbury

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 9-14-98

Glastonbury Landowners Association Board of Directors Meeting

Agenda

September 14, 1998

4.4 Road Committee Report - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gambled Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 9-14-98

FOLLOW-UP: D. Newhouse - Ask permission from Dennis Brandon to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 8-24-98

FOLLOW-UP: D. Newhouse - Complete new road maintenance schedule for G. North and G. South by 9-14-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 9-14-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property and contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost by 9-14-9

FOLLOW-UP: P. Wolberd - Follow-up with Church re counter offer and report back by 9-14-98

FOLLOW-UP: H. Brailsford - Bring speed sign recommendation to next meeting

4.5 Nominating Committee Report - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress by 9-14-98

4.6 Complaint Committee - Joan Murphy, Chair

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as a committee member for Board action at 9-14-98 meeting.

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 9-14-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

>>>>>**6.1 By-Laws/Covenants voting discrepancies**

FOLLOW-UP: Board - Review memo for comment on 7-13-98 [Consider moving this to nominating committee.]

6.2 Association Letter Head

FOLLOW-UP: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 7-13-98

FOLLOW-UP: W. Wunsch - Find out if existing COG logo is available to GLA by 7-13-98

6.3 Office space needs

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 7-13-98 [Consider deleting.]

6.4 Covenant Agreement Form Use - J. Murphy

6.5 Filing Liens when assessments owed. - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 7-13-98

6.6 GLA as a possible investor in GAV - W. Wunsch

6.7 Leykamm Letter

Glastonbury Landowners Association Board of Directors Meeting

Agenda

September 14, 1998

FOLLOW-UP: D. Kehoe - Seek legal advice from Glover firm on matter and draft letter to be sent by 9-14-98

6.8 Forming a welcoming Committee for new GLA Members - P. Wolberd

6.9 Four Board Meeting re Church Land donation report - P. Wolberd

6.10 M. Von Hausen Letter - P. Wolberd

FOLLOW-UP: P. Wolberd - Contact Hertha Lund, legal counsel for Church and John Glover, GLA attorney re how to pursue this matter by 9-14-98.

6.11 Speed Bump on Sirius Drive - William Mountjoy

FOLLOW-UP: W. Mountjoy - Report suggestions to Board on how to deal with speed problem by 9-14-98

7. Tabled Business

>>>>>*7.1* ***Noxious Weed Committee Formation -***

FOLLOW-UP: Board to develop a weed policy by 9-14-98

7.2 Should GLA accept responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

7.4 Write accounting procedures - M. Scoble/P Keathley

8. New Business

8.1 Fire Department Presentation - Jim Phipps

8.2 Ending time for meeting

8.3 Speed Control

8.4 GAV Report

8.5 Motorcycles on Glastonbury Rds.

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., October 5, 1998, South Glastonbury

11. Adjournment

08/26/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of August 26, 1998
CASH BASIS

	Aug 26, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	12,240.41
Savings Account	33,429.42
Total Checking/Savings	45,669.83
Accounts Receivable	
Accounts Receivable	-617.00
Total Accounts Receivable	-617.00
Total Current Assets	45,052.83
TOTAL ASSETS	**45,052.83**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	33,236.32
Total Equity	45,052.83
TOTAL LIABILITIES & EQUITY	**45,052.83**

08/26/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through August 26, 1998

CASH BASIS

	Jan 1 - Aug 26, '98
Income	
Assessment Prior to 1998 Paid	8,701.12
Bond Account	500.00
Interest Income	429.42
Land & Dwelling Assessment	
Dwelling Assessment	14,108.12
Golden Age Village Assessment	2,700.00
Land Assessment	21,985.19
Total Land & Dwelling Assessment	38,793.31
Misc Income	4.00
Upgrade Fee	14,098.71
Total Income	62,526.56
Expense	
Insurance/Liability	4,699.16
License & Taxes	10.00
Office Expense	1,020.65
Postage	523.44
Professional Fees	1,061.00
Repairs & Maintenance	
Snow Fences	184.43
Total Repairs & Maintenance	184.43
Road Repairs & Maintenance	
Grading & Plowing	18,980.72
Road Inspection & Report	993.34
Road Signs	55.00
Snow Plowing	1,762.50
Total Road Repairs & Maintenance	21,791.56
Total Expense	29,290.24
Net Income	**33,236.32**

08/26/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of August 26, 1998

ACCRUAL BASIS

	Aug 26, '98
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	12,240.41
Savings Account	33,429.42
Total Checking/Savings	45,669.83
Accounts Receivable	
Accounts Receivable	56,924.86
Total Accounts Receivable	56,924.86
Total Current Assets	102,594.69
TOTAL ASSETS	**102,594.69**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	90,778.18
Total Equity	102,594.69
TOTAL LIABILITIES & EQUITY	**102,594.69**

08/26/98

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January 1 through August 26, 1998
ACCRUAL BASIS

		Jan 1 - Aug 26, '98
Income		
Assessment Prior to 1998 Paid		43,686.29
Bond Account		500.00
Interest Income		429.42
Land & Dwelling Assessment		
Dwelling Assessment	21,960.00	
Golden Age Village Assessment	4,410.00	
Land Assessment	34,980.00	
Total Land & Dwelling Assessment		61,350.00
Misc Income		4.00
Upgrade Fee		14,098.71
Total Income		120,068.42
Expense		
Insurance/Liability		4,699.16
License & Taxes		10.00
Office Expense		1,020.65
Postage		523.44
Professional Fees		1,061.00
Repairs & Maintenance		
Snow Fences	184.43	
Total Repairs & Maintenance		184.43
Road Repairs & Maintenance		
Grading & Plowing	18,980.72	
Road Inspection & Report	993.34	
Road Signs	55.00	
Snow Plowing	1,762.50	
Total Road Repairs & Maintenance		21,791.56
Total Expense		29,290.24
Net Income		**90,778.18**

SPEED CONTROL PROPOSAL ON ARIES AT THE ENTRANCE TO GAV

9-14-98

I am proposing the road committee consider the following action to address the speeding motorist problem on Sirius Drive near GAV:

1. Place a speed zone sign on Sirius Drive one hundred yards before the Sirius/Aries intersection.

2. Place a 25 mph speed limit sign on Sirius Drive fifty yards before the Sirius/Aries intersection.

3. Place a 15 mph speed limit sign on Sirius Drive halfway between the Sirius/Aries intersection and the entrance to GAV.

4. Place a children at play sign along with the existing 15 mph speed limit sign on Sirius Drive just before the GAV entrance.

5. Place a speed zone sign on Sirius Drive just past the intersection of Sirius/Taurus as one comes off Taurus on to Sirius.

6. Move the existing 15 mph speed limit sign located near the Sirius/Taurus intersection closer to the parking lot entrance by the red barn and add a children at play sign.

7. Give a written request to all Taurus Road residents and School parents and staff to comply with the speed limits noted. The Montessori Garden School and Thomas More Schools may be willing to distribute these notices to the parents.

8. Establish a 35 mph speed limit for all of Glastonbury, unless otherwise posted, and post this speed limit at all Glastonbury entrances.

9. Place on the November annual meeting a discussion of other ideas for controlling vehicle speed in Glastonbury.

Respectfully Submitted,

Patrick Wolberd

Proposal to GLA
REGARDING POTENTIAL INVOLVEMENT IN GAV BUY OUT

Vision - Second step; start of a town

GLA Involvement as a way to tie GAV and GLA together

Shares offered to individuals

GLA becomes a partner

How to accommodate outside investors

GAV residents become voting members in GLA

PROXY

September 12, 1998

I hereby give proxy to Patrick Wolberd to represent and vote for me at the next board meeting of the Glastonbury Landowners Association.

Maria Noble

Aloha!

and

Mahalo.

I give my proxy to Joan Murphy

for the GLA Board meeting on September 14, 1998,

& the next two.

Thomas Bradford

1998-10-05_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes
October 5, 1998

1. **Call to Order, Prayer** - The Meeting was called to order at 7:10 p.m. by Patrick Wolberd at South Glastonbury Teaching Center. Prayer was given by P. Wolberd.
PRESENT: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Peggy Keathley, Linda Kremer and Andrew Field. Laurel Matthews, Ombudsman for South Glastonbury was also present.
PRESENT BY PROXY: Horus Brailford and Walter Wunsch.
ABSENT: David Newhouse and Margaret Roach, Ombudsman for North Glastonbury.

2. **Reading and Disposition of Minutes** - Minutes for September 14. 1998 were corrected and approved.

3. **Order of Business**

8.6 John Alexander was present at the meeting and stated that there was a prospective buyer for Parcel 65 or 70 North, and that this buyer would like to have a back road access to these parcels. This road would need to be guarded from hunters, etc. He stated he wanted the Board to be aware of the situation.

8.7 Svend Anderson was also present at the meeting and stated that Fridley Creek is dry; that a by-pass was cut by a flood two years ago and formed a natural dam cutting off the supply of water downstream. Trees will dry up if creek is not restored. This will affect Pete Story's land, also.
ACTION: P. Keathley moved, M. Scoble seconded to have Svend Anderson, assisted by John Alexander, spearhead an ad hoc group to restore Fridley Creek. Motion passed unanimously.

FOLLOW-UP: Svend Anderson - contact Sean Murphy, Pete Story, David Newhouse (for backhoe) and County for permission to dig out on Story property by 10-26-98.

4. Reports of Officers and Committees

4.1 Treasurer's Report Maria Scoble, Treasurer

There was no official report. M. Scoble stated there was approximately $68,000 in combined accounts. P. Wolberd suggested that 12-month CD's or Treasurery Bills could be researched as possible investments for the emergency fund (instead of savings account) to yield higher interest rates. Investments in CD's, etc could be staggered so that due dates would come due every three months.

FOLLOW-UP: M. Scoble - Research information on CD's, etc for higher rates re emergency fund by 10-26-98.

P. Wolberd stated that a financial report geared for laymen will be needed at the Annual Meeting; this report to include a budget. The Profit and Loss Statment could serve as a budget.

FOLLOW-UP: M. Scoble - Bring to Board a sample draft budget to be presented at the Annual Meeting by 10-26-98.

Roeloff Varkevisser presented a written proposal to do the bookkeeping for the GLA. Copy of this proposal is filed herewith.

ACTION: M. Scoble moved, A. Field seconded to accept R. Varkevisser's proposal. Motion carried unanimously.

FOLLOW-UP: M. Scoble - Tell Melanie at D. Holm firm that someone in the Community will do the bookkeeping starting at the end of the billing cycle and that D. Holm will be responsible for just the tax accounting procedure, by 10-26-98.

FOLLOW-UP: M. Scoble/ J. Murphy - Prepare supplies purchase proposal. J. Murphy stated that basic supplies included stationery and stamps. This item will be removed from the agenda.

FOLLOW-UP: W. Wunsch - It was determined that Quick Books does have a budget variance report format.

4.2 Finance Committee Report Maria Scoble, Chair

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund. This item has been covered under 4.1.

FOLLOW-UP: M. Scoble/ R. Varkevisser - Make calls as follow-up to lien letters by 10-5-98. It was reiterated that certified letters should be sent after calls have been made on delinquent accounts. This confirms what has been said. Letters should be sent even if liens have not been placed on property in question. It was suggested to send a copy of the covenants to the title company in order to catch people who are selling property in order to collect assessments.

FOLLOW-UP: J. Murphy - Send covenants to title companies stating that if assessments are not paid, liens will be filed, by 10-26-98.

4.3 Architecture Subcommittee Andrew Field, Chair

NEW PROJECTS FOR REVIEW

Margaret Roach Garage - N. Glastonbury - Will move garage within 10 ft. of house to comply with road easement setback requirements.

ACTION: A. Field moved, J. Murphy seconded to approve project as long as garage is 15 ft. from easement. Motion carried unanimously.

Bridget Lewis - S. Glastonbury - This project was approved last meeting.

Robert & Mary Wallace (Timmer Property) - N. Glastonbury - House needed to be set back - needed stakes.

ACTION: A. Field moved, M. Scoble seconded to approve building project (Wallace/ D. Whitehead). Motion carried unanimously.

Suzanne Anderson/ Webb - Parcel 47 N. Glastonbury - Proposed subdivision.

ACTION: A. Field moved, M. Scoble seconded to approve preliminay subdivision.

Motion carried unanimously.

James & Carla Healy - N. Glastonbury - Garage

ACTION: A. Field moved, D. Kehoe seconded to approved project. Motion carried unanimously.

It was reiterated that subdivisions must be passed by the GLA and that 2.0 acres is the smallest unit under the LUMP. Therefore, smaller lots need to be flagged and brought before the GLA Board for approval.

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision. D. Kehoe suggested recommendations be sent to the LUMP Committee and for this item to be deleted from the agenda.

FOLLOW-UP: D. Kehoe - Call P. Hoag to coordinate by 10-26-98.

FOLLOW-UP: LUMP Committee - Follow- up on recommendations.

FOLLOW-UP: J. Murphy - Sent letter of notificaiton to J. Kozlik/Hansard regarding #81 South to stop work until necessary approvals were obtained.

FOLLOW-UP: A. Field - Call J. Kozlik and report back to Board on progress of building project by 10-26-98.

FOLLOW-UP: A. Field - V. Mason project approval subject to compliance to regulations, update on 10-26-98.

FOLLOW-UP: A. Field - M. McCarry project approval subject to compliance to regulations, update on 10-26-98.

4.4 Road Committee Report David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gamble Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 10-26-98.

FOLLOW-UP: D. Newhouse - Ask permission from County Commissioners (must write

to them) to work on county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 10-26-98.

FOLLOW-UP: D. Newhouse - Complete new road maintenance schedule for Glastonbury North and Glastonbury South by 10-26-98.

FOLLOW-UP: D. Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 10-26-98.

FOLLOW-UP: D. Newhouse/ H. Brailsford/ P. Hoag - Complete comprehensive plan for area near W. Pitt property and contact Dean Kimpson and ask for cost of foot path near the waterfall and above Pitt property for easier passage to Forest Service access and projected project cost and possible gate across Sagittarius Skyway.

This project was discussed at length. It was reported that H. Brailsford might sell a gate for the project for $50. D. Kehoe suggested polling residents in High South to determine if they would consider buying a gate to be placed adjacent to Libra on Hercules Drive. It was also stated that a sign is needed at the foot of Hercules indicating that the road is not open to outside hunters.

ACTION: D. Kehoe moved, L. Kremer seconded to install a gate between Pitt property and Byrd property on Sagittarius Skyway, with a sign to be installed at the foot of Hercules Drive saying, "Private Road - Locked Gate Ahead - No National Forest Access." Motion carried unanimously.

ACTION: A. Field moved, D. Kehoe seconded to allocate $500 for the purchase of the gate, grading for the turn-around and help to install gate ($100 cap for sign), work to be completed by 10-31-98. Motion carried unanimously.

FOLLOW-UP: J. Murphy - Call Ray Brown to see if present sign can be turned around and painted by 10-31-98.

ACTION: L. Kremer moved. D. Kehe seconded to authorize maximum of $3,000 for road work to be used as road committee sees fit. Motion carried unanimously.

FOLLOW-UP: P. Wolberd - Follow-up with Church re counter offer on roads.

P. Wolberd reported that road agreement had been initialed by Richard Smith before he left his position at the Ranch (all changes initialed). GLA has received one-half of the $24,000 due from the Church.

FOLLOW-UP: H. Brailsford - Bring speed sign recommendation to next meeting.

4.5 Nominating Committee Report Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress at next meeting. Ballots and letter have been sent out. Two ballots have been received. Charlie Hull will do the sound system.

FOLLOW-UP: Board - Review By-laws/Covenant discrepancies memo for comment. John Glover will reply with comments. His advice is that it is best to change the By-laws for clarity, changes to be voted on at Annual Meeting.

FOLLOW-UP: J. Murphy - Hire a clerical assistant to the committee; $7 per hour, $100 maximum cost. J. Murphy has done this.

FOLLOW-UP: J. Murphy - Provide board member packets at the first board meeting following the Annual Meeting.

FOLLOW-UP: J. Muphy - Recruit someone to coordinate refreshments at the Annual Meeting. Susan Gough will serve in this capacity.

4.6 Complaint Committee Joan Murphy, Chair

Several complaints have been received from North Glastonbury residents about the donkeys belonging to the Quarels being on the road. Covenants (6.02) say live stock or animals of any kind, including pets, shall be contained. If situation continues, county animal control may have to be called.

FOLLOW-UP: J. Murphy - Notify Quarels accordingly by 10-26-98.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as a committee member for Board action. D. Kehoe moved and P. Keathley seconded to suspend Craig Woodland from the LUMP committee. After a discussion, because of the late hour and the minimum number of Board members being present, the motion and the second was withdrawn. Action will be taken at a later date.

D. Kehoe stated that he would like a modification of the rules directing the Board to take action by the 3rd meeting or the person will be automatically removed.

FOLLOW-UP - J. Murphy - Sent Comma-Q Architecture bill to the Ranch for payment out of the development fund. (J. Murphy reported bill paid).

4.8 High South Fire Water Reservoir Advisory Committee Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch/ H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 10-26-98.

5. Ombudsman Report There was no report.

6. Unfinished Business

6.1 Association Letterhead This item with follow-ups has been deleted.

6.2 Office Space Needs

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office space availability at new TC location. This item has been deleted.

6.3 Covenant Agreement Form Use - J. Murphy. This item has been deleted.

6.4 Filing Liens when assessments owed - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for overdue

assessments by 10-26-98.

6.5 GLA as possible investor in GAV - W. Wunsch This item has been deleted.

6.6 Leykamm Letter

Proposed letter to the Leykamms was sent to J. Glover for approval in which he made changes. Corrected letter was sent. Copy of this letter is filed herewith.

6.7 Forming a Welcoming Committee for new GLA members - P. Wolberd

6.8 Four Board Meeting re Church Land donation report - P. Wolberd - This item has been deleted.

6.9 M. von Hausen Letter - P. Wolberd

Draft letter to M. von Hausen, under signature of P. Wolberd, was presented by D. Kehoe for approval by Board. Letter was discussed and corrected at length. This letter and corrected copy are filed herewith. Copy of this letter and copies of file letters for explanation will be sent to Hertha Lund. Copy of letter will also be sent to G. Cleirbaut, Craig Woodland and Dan Kehoe, Sr. for information purposes.

FOLLOW-UP: D. Kehoe/ P. Wolberd - Send letter and file copies by 10-26-98.

LETTER TO G. CLEIRBAUT - Draft letter to G. Cleirbaut was presented by D. Kehoe for approval by Board; this letter as way of explaining matters concerning M. von Hausen. This letter was discussed and corrected at length. Copy of this letter and the corrected letter are filed herewith. File letters will be sent to G. Cleirbaut along with this letter. Copy of this letter will be sent to Hertha Lund.

FOLLOW-UP - D. Kehoe/ P. Wolberd - Send letter and file to G. Cleirbaut by 10-26-98.

6.10 Speed Bump on Sirius Drive - William Mountjoy

P. Wolberd presented a proposal to install a 3-way stop sign at the corner of Sirius Drive and GAV entrance. Next grading of road will remove any bump now present.

ACTION: D. Kehoe moved, P. Keathley seconded to accept proposal for the 3-way stop sign. Motion carried unanimously.

FOLLOW-UP: Not assigned.

6.11 Dry foliage around structures presents FIRE HAZARD

FOLLOW-UP: Inform communitly of need to cut fire break around all buildings. This item has been deleted.

6.12 Defining a valid operator's or driver's license

FOLLOW-UP: P. Keathley / P. Wolberd - Bring a recommendation to the Board on this matter by 10-26-98.

7. Tabled Business

7.1 NOXIOUS WEED COMMITTEE FORMATION

FOLLOW-UP: Board to develop a weed policy by 10-26-98. - J. Murphy will get feedback from County (Clay Williams), etc.

7.2 Should GLA accept responsibility for maintenance of subdivision roads - D. Newhouse.

7.3 Study guidelines for tree removal - P. Hoag

7.4 Write accounting procedures - M. Scoble/ P. Keathley

8. New Business

8.1 Fire Department Liaison Meeting - A. Field

There should be a meeting with J. Phipps, P. Lawson et al to create a comprehensive plan to bring to the Board.

8.2 Visitor Presentation Format - J. Murphy

8.3 New Homeowner Notification & Greeting Procedure - J. Murphy

J. Murphy commented that new people need to be welcomed. They need to be sent a friendly letter and then be sent a ballot. They also need to be sent a copy of the covenants.

8.4 GLA Paid Manager Consideration - J. Murphy - Discuss 10-26-98.

8.5 *How to identify new property owners* - J. Murphy

8.6 John Alexanlder - See Order of Business (**3.**)

8.7 Svend Anderson - See Order of Business (**3.**)

9. Open Floor Comments There were no comments.

10. Next Meeting

ACTION: J. Murphy moved, D. Kehoe seconded to spend $20 to have next meeting at Lisa Buford's place (Healing Wings) in Emigrant. Motion carried unanimously.

Next meeting will be Monday, 7:00 p.m., October 26, 1998 in Emigrant.

11. Adjournment - Meeting was adjourned at 10:32 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews

Assistant Secretary

1998-10-05_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting

Agenda

October 5, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
4. Reports of Officers and Committees

4.1 Treasurer Report - Maria Scoble, Treasurer

FOLLOW-UP: M. Scoble/J. Murphy - Prepare a supplies purchase proposal after receipt of committee budgets by 10-5-98

FOLLOW-UP: M. Scoble - Bring recommendation regarding accounting needs to next meeting, 10-5-98

FOLLOW-UP: W. Wunsch - Determine if Quick Books has a budget variance report format by 10-5-98

4.2 Finance Committee Report - Maria Scoble, Chair

FOLLOW-UP: M. Scoble - Develop recommendation re emergency fund by 10-5-98

FOLLOW-UP: M. Scoble/R. Varkevisser - Make calls as follow-up to lien letters by 10-5-98

4.3 Architecture Subcommittee - Andrew Field, Chair

NEW PROJECTS FOR REVIEW:

Margaret Roach Garage

Bridgett Lewis, S. Glastonbury

Robert & Mary Wallace (Timmer Property), N. Glastonbury

FOLLOW-UP: P. Hoag - Review the Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities, for possible revision, completion date to be determined at 10-5-98

FOLLOW-UP: J. Murphy - Send letter of notification to J. Kozlik/Hansard, #81 South to stop work until necessary approvals are obtained by 10-5-98

FOLLOW-UP: A. Field - Monitor V. Mason project.

FOLLOW-UP: A. Field - Monitor M. McCarry project.

4.4 Road Committee Report - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gambled Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 10-5-98

FOLLOW-UP: D. Newhouse - Ask permission from Dennis Brandon to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 10-5-98

FOLLOW-UP: D. Newhouse - Complete new road maintenance schedule for G. North and G. South by 10-5-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 10-5-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property and contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost and possible gate across Sagittarius Skyway by 10-5-98

FOLLOW-UP: P. Wolberd - Follow-up with Church re counter offer and report back by 10-5-98

FOLLOW-UP: H. Brailsford - Bring speed sign recommendation to next meeting

4.5 Nominating Committee Report - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress at next meeting.

FOLLOW-UP: Board - Review By-Laws/Covenants voting discrepancies memo for comment on 10-5-98

FOLLOW-UP: J. Murphy - Hire a clerical assistant to the committee, $7.00/hr, $100 maximum cost.

FOLLOW-UP: J. Murphy - Provide board member packets at the first board meeting following the Annual Meeting.

FOLLOW-UP: J. Murphy - Recruit someone to coordinate refreshments at the annual meeting by 10-5-98

4.6 Complaint Committee - J. Murphy, Chair

4.7 Land Use Master Plan Advisory Committee - Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as a committee member for Board action at 10-5-98 meeting.

FOLLOW-UP: J. Murphy - Send Comma-Q Architecture bill to Ranch for payment out of the development fund by 10-5-98

4.8 High South Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 10-5-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 Association Letter Head

FOLLOW-UP: J. Murphy/L. Matthews - Coordinate GLA letterhead/logo design by 7-13-98

FOLLOW-UP: W. Wunsch - Find out if existing COG logo is available to GLA by 7-13-98

6.2 Office space needs

FOLLOW-UP: J. Murphy - Check with D. Kehoe, Sr. re office availability at new TC location by 7-13-98 [Consider deleting.]

6.3 Covenant Agreement Form Use - J. Murphy

6.4 Filing Liens when assessments owed. - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 7-13-98

6.5 GLA as a possible investor in GAV - W. Wunsch

6.6 Leykamn Letter

FOLLOW-UP: P. Wolberd - Send Glover approved letter to Leykamn by 10-5-98

6.7 Forming a welcoming Committee for new GLA Members - P. Wolberd

6.8 Four Board Meeting re Church Land donation report - P. Wolberd

6.9 M. Von Hausen Letter - P. Wolberd

FOLLOW-UP: P. Wolberd - Contact Hertha Lund, legal counsel for Church and John Glover, GLA attorney re how to pursue this matter by 9-14-98.

6.10 Speed Bump on Sirius Drive - William Mountjoy

FOLLOW-UP: Board - Review Wolberd speed control proposal and respond by 10-5-98

6.11 Dry foliage around Structures presents FIRE HAZARD

FOLLOW-UP: - Inform the community of the need to cut fire breaks around all buildings.

6.12 Defining a valid operator's or driver's license

FOLLOW-UP: P. Keathley/P. Wolberd - Bring a recommendation to the Board on this matter.

Glastonbury Landowners Association Board of Directors Meeting

Agenda

October 5, 1998

7. Tabled Business

>>>>>***7.1*** ***Noxious Weed Committee Formation -***

FOLLOW-UP: Board to develop a weed policy by 9-14-98

7.2 Should GLA accept responsibility for maintenance of subdivision roads? - D. Newhouse

7.3 Study guidelines for Tree removal - P. Hoag

7.4 Write accounting procedures - M. Scoble/P Keathley

8. New Business

8.1 Fire Department Liaison Meeting - A. Field

8.2 Visitor Presentation Format - ~~J. Murphy~~ Field

8.3 New Homeowner Notification & Greeting Procedure - J. Murphy

8.4 GLA paid Manager Consideration - J. Murphy

8.5 How to identify new property owners - J. Murphy

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., October 26, 1998, North Glastonbury

11. Adjournment 10:00 p.m.

Sept. 29, 1998
PO Box 134
Emigrant, MT 59027

Mr. David Newhouse
PO Box 1620
Emigrant, MT 59027

Re: Culvert On Aquarius Lane

Dear Mr. Newhouse:

You may recall a conversation we had about this some time ago. However, at that time there didn't seem to be a reasonable solution and so I didn't press the issue. I hope that we now do have a resolution.

Richard Mead was over here at the Bodeaux and Kenley property to determine what can be done about our private road in order to make some improvements before winter sets in.

At the same time we discussed the water problem coming down from the Jensen's. Richard suggested a culvert be put across the road to take care of that situation and, if necessary, that if we have water collecting at the bottom of our road, we would be financially responsible for that project.

If this meets with the approval of the Glastonbury Land Association that they be responsible for putting in this culvert, Richard said he would be glad to do it when he does the work on the Bodeaux and Kenley property.

If you need further clarification concerning this you may reach Richard Mead at 848 9200 ext. 3020.

Thank you for your consideration of this request.

Yours truly,

Lorraine Bodeaux

Lorraine Bodeaux

cc: Joan Murphy

PROPOSAL

To: Glastonbury Landowners Association
From: Roelof Varkevisser
Date: September 8, 1998

Ref: A proposal for me to take over the bookkeeping for the GLA

==========

I propose to take over the responsibilities of maintaining the Glastonbury Landowners Association accounts, as bookkeeper, with duties including the following:

- Posting payments on landowners accounts
- Entering charges on landowners accounts
- Working with the treasurer to maintain accuracy of accounts
- Maintaining computer records of checking, savings & ledger account entries
- Reconciling checking and savings account bank statements
- Providing quarterly statements of each landowner's account to the Landowners Association as needed for their mailing
- Providing balance statements of each account to the GLA as requested by the treasurer
- Preparing deposits for the bank
- Preparing records for the accountant as needed for yearly tax filings

The accounting software I use is Quick Books Pro for WIN'95.

I will be working as an independent contractor and bill the GLA $12.00 per hour, on a monthly basis, for services rendered. Attending GLA Board meetings or meetings of the Financial Committee would not be billed. However, dropping off or picking up materials or making deposits at the bank will be billed as 15 minutes for each occurrence.

I look forward to taking on the job of becoming the bookkeeper for the GLA. Having been the treasurer of the Twin Pillars, Inc. shelter since the fall of 1995, I believe I can do this work quickly and efficiently.

Thank you for your consideration of my proposal.

Sincerely,

R Varkevisser

Roelof Varkevisser

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

September 30, 1998

Glastonbury Landowners Association
Board of Directors
P.O. Box 312
Emigrant, MT 59027

Dear Board Member,

I am writing to encourage you to look over the follow-up items with your name on it and do what you can in the last two meetings before our annual meeting to clean up the Board's outstanding business. I would like us to turn over the GLA business to the 1998-99 Board with as few loose ends as possible.

Thank you for your assistance in this matter.

I also want you to know how much I appreciate your hard work and dedication this past year to the onerous task of getting this organization running with some semblance of order and effectiveness.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

9/30/98

TO: GLA c/o JOAN MURPHY
BOX 312
EMIGRANT, MT 59027

FROM: JAMES KOZLIK
CARETAKER
LOT #81 S.G.

Dear Joan,

In response to your letter of 9/16/98 concerning the foundation, electric and septic permits. please consider the following:

1. A septic permit is displayed on the wall of the shelter "tool room" and on file with Park County
2. The electric is registered under Leslie and/or Don Hansard. Park Electric has been up there, most recently in the spring of '98. ~~Once~~ They will put in a cable underground in the spring of '99. Currently we are using the existing power which has had a permit since '89!

over →

3. Foundation plans are as follows:
Cinder Block on cement footer or
River Rock on cement footer.
Footers, block and/or rock will
be reinforced with rebar.

10/5/98

I give my proxy to _____

for the 10/5/98 GLA meeting

W. G. Wunsch

Walter Wunsch

GLA 00596

1998-10-26_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes
October 26, 1998

1. Call to Order, Prayer - The meeting was called to order by Patrick Wolberd at 7:20 p.m. at Healing Wings, Emigrant, MT. Prayer was offered by Peggy Keathley.
PRESENT: Patrick Wolberd (President), Dan Kehoe, Jr. (Vice President), Joan Murphy (Secretary). Maris Scoble (Treasurer). Peggy Keathley, Walter Wunsch, Andrew Field, David Newhouse, Philip Hoag and Laurel Matthews, Ombudsman (South Glastonbury).
PRESENT BY PROXY: Horus Brailsford
ABSENT: Linda Kremer and Margaret Roach, Ombudsman (North Glastonbury).

2. Reading and Disposition of Minutes - Minutes from meeting of 10-5-98 were dispensed with until next meeting.

3. Order of Business

4. Reports of Officers and Committees

4.1 Treasurer's Report Maria Scoble, Treasurer
FOLLOW-UP: M. Scoble presented copy of the Profit and Loss Statement as of Oct. 26, 1998 and draft of Glastonbury Landowners Association 1998 Budget and projected income and expenses for 1998 and 1999; these items to be presented to members at theAnnual Meeting.
DISCUSSION: All items were discussed at length, especially the projected budget for 1999. Suggestion was made to separate actual income from 1998 from that of past due assessements. Item listed as Church Compensation will appear as Road Settlement. Under expenses License & Taxes became Corporate Fee, Office Expenses becam e Office Supplies and Accounting & Banking became Professional Fees. P. Wolberd

suggested using footnotes to explain certain item such as Road Settlement, Fee Simple Upgrade and Professional Fees (anticipated legal fees). For Projected Expenses for 1999 Grading & Gravel and Water Truck became a combined item and the addition of certain items were made, ie. Sander, Weed Cycle, Fire Water and Paid Manager for 10 hours per week. Copies of these documents are filed herewith. P. Wolberd suggested having P & L Statement on a grid showing in parallel columns Catagory, Actual and Projected items for easy comparison.

FOLLOW-UP: M. Scoble/ R. Varkivisser - Prepare corrected P & L Statement for Annual Meeting and fax draft to P. Wolberd, D. Kehoe and A. Field before final printing and distribution at Annual Meeting.

4.2 Finance Committee Report Maria Scoble, Chair

FOLLOW-UP: M. Scoble - Develop recommendation for CD purchase re emergency fund. Table of rates of investments was presented from First National Bank in Emigrant.

ACTION: M. Scoble moved, A. Field seconded to switch banking to First National Bank in Emigrant utilizing Money Market SavingsTiered Rates as reflected on statement from bank (copy filed herewith); this action to be taken after elections at Annual Meeting. Motion carried unanimously.

FOLLOW-UP: M. Scoble/ R. Varkevisser - Make calls on follow-up to lien letters by 11-16-98

FOLLOW-UP: M. Scoble - Coordinate with R. Varkevisser and Doug Holm the transfer of bookkeeping duties and confirm that D. Holm will continue to prepare the taxes by 11-16-98.

FOLLOW-UP: J. Murphy - Send covenants to title companies stating if assessments are not paid liens will be filed. P. Keathley reported that she checked with Guardian Title Co. and they will monitor their closings; Security Title already does this.

FOLLOW-UP: J. Murphy - Send cover letter and copy of convenants to title companies by 11-16-98.

4.3 Architecture Subcommittee Andrew Field, Chair

NEW PROJECTS FOR REVIEW

Wolberd Subdivision - N. Glastonbury - A. Field moved, D. Kehoe seconded to approve preliminary subdivision. Motion passed unanimously.

FOLLOW-UP: J. Murphy - Sent letter of notification to J. Koslik/Hansard , #81 South to stop work until necessary approvals are obtained. Letter was received from J.Koslik stating he had permits from the shelter. A. Field stated that Randy Taylor, County Sanitarian, said the house may not be hooked up from shelter facility. House being built needs foundation plans the electric needs to be buried according to code.

FOLLOW-UP: P. Hoag - Talked to Koslik and explained situation. P.Hoad recommended A. Field follow up with Koslik.

FOLLOW-UP: A. Field - Report back progress on project by 11-16-98.

FOLLOW-UP: D. Kehoe - Coordinate the incorporation of Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities with P. Hoag by 11-16-98.

4.4 Road Committee Report David Newhouse, Chair

FOLLOW-UP: D. Newhouse - Write to County Commissioners to ask permission to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired. J. Murphy spoke with the secretary of the County Commissioners and secretary said to put it in writing so that the commisioners can have something to contemplate - t his action to take place in January 1999.

FOLLOW-UP: D. Newhouse - Complete new $3,000 road maintenance schedule for North and South Glastonbury. Road Committee will come to Board when more money is needed.

W.Wunsch suggested that each resident be provided with a map which each one could mark and present to Road Committee for assessment of repairs.

FOLLOW-UP: D. Newhouse - Presented letter from Dirkers insurance agent stating

present coverage. It was stated that the insurance had been documented.

ACTION: D. Newhouse moved, P. Hoag seconded to accept the letter as adequate insurance. Motion passed with 7 ayes and 2 abstentions.

ACTION: D. Newhouse moved, P. Keathley seconded to raise the rate of plowing for M. Dirkers to $30 per hour. Motion carried unanimously.

D. Newhouse reported that M. Dirkers wanted to send his bill directly to the Treasurer for payment immediately. Discussion reinforced that the bill cannot be paid less frequently than when the Board meets. By consensus it was agreed that the bill must come to D. Newhouse as representative of the Road Committee.

ACTION: D. Newhouse moved, M. Scoble seconded to pay the bill within 15 days after receipt after approval of work by the Road Committee. Motion passed unanimously.

FOLLOW-UP: D. Newhouse/H. Brailsford/ P. Hoag - Complete comprehensive plan for area near W. Pitt property and contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost and installation of a gate across Sagittarius Skyway by 10-31-98. A. Field suggested a parkway and footpath to access the National Forest. P. Wolberd commented that if a motion is to be modified, onemust give notice to all members ahead of time. Since H. Brailsford was not present and is very interested in the project, P. Hoag suggested delaying the installation of the gate (approved at the last meeting), instead putting two posts painted orange (international signal for no hunting) at the foot of Hercules Drive.

ACTION: P. Hoag moved, P. Keathley seconded to put two posts, painted orange, sized for gate installation, at the foot of Hercules. Motion carried unanimously.

ACTION: P. Hoag moved, P. Keathley seconded to put two posts, painted orange, sized for gate installation, at the base of road to John Alexander's home. Motion carried unanimously..

ACTION: D. Newhouse moved, D. Kehoe seconded to have Aaron Wolberd cut weeds

around North and South Glastonbury signs, paint out phone number on one sign, and remove Avalon Lane sign for $70. Motion carried unanimously.

J. Murphy reported Lorraine Bodeaux asked if Raoul Quintero could park two school buses in the gully which would not be visible from the road. Board agreed L. Bodeaux should ask permission from the neighbors.

FOLLOW-UP: J. Murphy - Contact L. Bodeaux and tell her Board's recommendation by 11-16-98.

FOLLOW-UP: J. Murphy - Contact Ray Brown to see about turning around present sign and painting "Private Road - Locked Gate Ahead - No National Forest Access". J. Murphy reported Ray Brown was not available for this project.

FOLLOW-UP: H. Brailford - Bring speed sign recommendation by 11-16-98.

D. Newhouse reported a new sign was needed at Capricorn and Gemini. He suggested twisting the present sign around for it to be the Gemini sign.

J. Murphy reported William Pitt has a snow plow and would like to contract with South Glastonbury for plowing. Board"s recommendation is to check with D. Newhouse periodically to see if there is a need. He should be informed he needs insurance to cover this activity.

FOLLOW-UP: D. Newhouse - Inform W. Pitt of Board's recommendation by 11-16-98.

4.5 Nominating Committee Report Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress. Will need some to get to Emigrant Hall at 8:30 a.m. to set things up. W. Wunsch will monitor voting table for North Glastonbury and P. Hoag will monitor voting table for South Glastonbury. Greeters are needed - P. Keathley will be one and L. Kremer will be asked to be the other. P. Keathley will give the invocation. Neroli Duffy will be asked to give benediction.

FOLLOW-UP: J. Murphy - Presented draft Waiver of Notice of Annual Meeting (This document needed in order for discrepancies in voting between Bylaws and Covenants to

be addressed at Annual Meeting). Copy of this document is filed herewith. This waiver was accepted by consensus.

FOLLOW-UP: J. Murphy - Provide board member packets at the first board meeting following the Annual Meeting.

4.6 Complaint Committee Joan Murphy, Chair

There was no report.

4.7 Land Use Master Plan Advisory Committee Dan Kehoe, Jr., Chair

FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as a committee member for Board action. In a six-page letter Craig Woodland has resigned from the committee.

ACTION: A. Field moved, P. Hoag seconded to send a letter of thanks for service to Craig Woodland. Motion carried unanimously.

FOLLOW-UP: J. Murphy/ D. Kehoe - Send letter by 11-16-98.

D. Kehoe reported committee will have meeting before Annual Meeting. Suggestion to use overhead projection was made. Explanation of density and usage needs to be presented. Draft copies marked "Do Not Remove" will be p rovided for residents to peruse.

4.8 High South Fire Water Reservoir Advisory Committee Walter Wunsch, Chair

FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame. This project dovetails with 6.7.

5. Ombudsman Report Laurel Matthews, South and Margaret Roach, North

There was no report.

6. Unfinished Business

6.1 Filing Liens when assessments owed - P. Hoag

FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for overdue assessments. P. Hoag suggested not contacting Joe Swindlehurst.

FOLLOW-UP: P. Hoag - Contact J. Glover instead by 11-16-98

6.2 Forming a Welcoming Committee for new GLA members - P. Wolberd

This will take place at a later date.

6.3 M. von Hausen letter - P. Wolberd

FOLLOW-UP: P. Wolberd/D. Kehoe - Develop letter to M. von Hausen with copies to Cleirbaut, Woodland and Kehoe, Sr., a letter to Gilbert Cleirbaut with copy to Hertha Lund. These letters have been sent with copies to appropriate recipients. There has been no response from the Church.

6.4 Speed Bump on Sirius Drive - William Mountjoy

FOLLOW-UP: Road Committee - Purchase necessary signs for Aries/Sirius intersection.

ACTION: P. Hoag moved, M. Scoble seconded to replace the stop sign at the North corner of Aries/Serius intersection with a yield sign and put 3 stop signs at the intersection of Sirius Drive and Helios Way. Motion carried unanimously.

6.5 Defining a valid operator's or driver's license

FOLLOW-UP: P. Keathley/ P. Wolberd - Bring a recommendation to the Board on this matter. Community of Glastonbury Road Rule Resolution was presented. Copy of this document is filed herewith. Inclusion of snow mobiles was discussed.

ACTION: W. Wunsch moved, D. Kehoe seconded to accept the Road Rules Resolution with insertion of the word "motorized" before the word vehicle in the second line. Motion was passed unanimously.

FOLLOW-UP: J. Murphy - Send copies of Resolution to Roxendals and Leif Christian by 11-16-98.

6.6 NOXIOUS WEED COMMITTEE Formation

FOLLOW-UP: J. Murphy - Get info from county for Board to develop policy.

6.7 Fire Department Liaison Meeting

FOLLOW-UP: A. Field - To coordinate meeting with Jim Phipps & Phil Larson regarding water reservoir requirements for fire department by 10-26-98. William Smith is working on this project trying to get a meeting together with the interested parties.

FOLLOW-UP: A. Field - Report to Board progress of project 11-16-98.

6.8 Visitor Presentation Format - J. Murphy

This will be addressed at a later date.

6.9 New Homeowner Notification & Greeting Procedure - J. Murphy

This will be discussed later.

6.10 GLA paid Manager Consideration - J. Murphy

This item will be addressed after the new Board is elected.

6.11 How to identify new property owners - J. Murphy

This item will be addressed later.

6.12 Fridley Creek is blocked again

FOLLOW-UP: Svend Anderson - Contact Sean Murphy, Pete Story, David Newhouse and County for assistance and permission to dig out the blockage by 10-26-98.

J. Murphy was in contact with S. Anderson and he is in the process of addressing the situation.

FOLLOW-UP: J. Murphy - Report progress on situation by 11-16-98.

7. Tabled Business There was no discussion.

8. New Business There was no new business.

9. Open Floor Comments There were no comments.

10. Next Meeting - Monday, 7:00 p.m., November 16, 1998 at Healing Wings, Emigrant.

11. Adjournment - Meeting was adjourned at 10:30 p.m.

Respectfully submitted by

Laurel M. Matthews

Laurel M. Matthews

1998-10-26_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting

Agenda

October 26, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business

4. Reports of Officers and Committees

4.1 **Treasurer Report** - Maria Scoble, Treasurer
FOLLOW-UP: M. Scoble - Prepare draft budget and financial report to be presented at the annual meeting by 10-26-98

4.2 **Finance Committee Report** - Maria Scoble, Chair
FOLLOW-UP: M. Scoble - Develop recommendation for CD purchase re emergency fund by 10-26-98

FOLLOW-UP: M. Scoble/R. Varkevisser - Make calls as follow-up to lien letters by 10-26-98

FOLLOW-UP: M. Scoble - Coordinate with Roeloff Varkevisser and Doug Holm the transfer of bookkeeping duties and confirm that D. Holm will continue to prepare the taxes by 10-26-98

FOLLOW-UP: J. Murphy - Send covenants to title companies stating if assessments are not paid leins will be filed, by 10-26-98

4.3 **Architecture Subcommittee** - Andrew Field, Chair
NEW PROJECTS FOR REVIEW:
Wolberd Subdivision

FOLLOW-UP: J. Murphy - Send letter of notification to J. Kozlik/Hansard, #81 South to stop work until necessary approvals are obtained by 10-5-98

FOLLOW-UP: A. Field - Monitor V. Mason project.

FOLLOW-UP: A. Field - Monitor M. McCarry project.

FOLLOW-UP: D. Kehoe - Coordinate the incorporation of Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities with P. Hoag by 11-16-98

FOLLOW-UP: A. Field - Report to Board on J. Kozlik/Handsard #81 South project by 10-26-98

FOLLOW-UP: A. Field - Report on V. Mason project compliance by 10-26-98

FOLLOW-UP: A. Field - Report on M. McCarry project compliance by 10-26-98

4.4 **Road Committee Report** - David Newhouse, Chair

FOLLOW-UP: W. Wunsch - Call Dennis Brandon regarding the Capricorn Drive standing water problem, Pete Story, First National Bank, Emigrant Post Office, Murphy's Mobile Home Park, and the Gambled Property owners regarding developing a proposal for black topping Story Road, and cost out the project by 10-26-98

FOLLOW-UP: D. Newhouse - Write to County Commissioners to ask permission to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 10-26-98

FOLLOW-UP: D. Newhouse - Complete new $3,000 road maintenance schedule for G. North and G. South by 10-26-98

FOLLOW-UP: D Newhouse - Follow-up with Dirkers insurance agent about sending the Certificate of Insurance naming the GLA as an additional insured by 10-26-98

FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property and contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost and installation of a gate across Sagittarius Skyway, by 10-31-98

FOLLOW-UP: J. Murphy - Call Ray Brown to see about turning around present sign and painting "Private Road - Locked Gate Ahead - No National Forest Access." by 10-31-98

FOLLOW-UP: H. Brailsford - Bring speed sign recommendation by 10-26-98

4.5 **Nominating Committee Report** - Joan Murphy, Chair

FOLLOW-UP: J. Murphy - Continue Annual Meeting/Elections preparation and report progress at next meeting.

FOLLOW-UP: J. Murphy - Present draft motion for annual meeting on voting discrepancies between covenants and by-laws by 10-26-98

FOLLOW-UP: J. Murphy - Provide board member packets at the first board meeting following the Annual Meeting.

4.6 **Complaint Committee** - J. Murphy, Chair

4.7 **Land Use Master Plan Advisory Committee** - Dan Kehoe, Jr., Chair
FOLLOW-UP: D. Kehoe - Present suspension of Craig Woodland as a committee member for Board action by 10-26-98

4.8 **High South Fire Water Reservoir Advisory Committee** - Walter Wunsch, Chair
FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 10-26-98

5. Ombudsman Report - Laurel Matthews (South) & Margaret Roach (North)

6. Unfinished Business

6.1 **Filing Liens when assessments owed**. - P. Hoag
FOLLOW-UP: P. Hoag - Contact Joe Swindlehurst regarding filing of liens for over due assessments by 10-26-98

6.2 **Forming a welcoming Committee for new GLA Members** - P. Wolberd

6.3 **M. Von Hausen Letter** - P. Wolberd
FOLLOW-UP: P. Wolberd/D. Kehoe - Develop letter to M. Von Hausen with cc: to Cleirbaut, Woodland & Kehoe Sr., a letter to Gilbert Cleirbaut with cc: to Hertha Lund by 10-26-98

6.4 **Speed Bump on Sirius Drive** - William Mountjoy
FOLLOW-UP: Road Committee - Purchase necessary signs for Aries/Sirius intersection

6.5 **Defining a valid operator's or driver's license**
FOLLOW-UP: P. Keathley/P. Wolberd - Bring a recommendation to the Board on this matter.

6.6 ***Noxious Weed Committee Formation*** -
FOLLOW-UP: J. Murphy - Get info from county for Board to develop policy

6.7 **Fire Department Liaison Meeting**
FOLLOW-UP: A. Field - To coordinate meeting with Jim Phipps & Phil Larson regarding water resevoir requirements for fire department by 10-26-98

6.8 **Visitor Presentation Format** - J. Murphy

6.9 **New Homeowner Notification & Greeting Procedure** - J. Murphy

Glastonbury Landowners Association Board of Directors Meeting

Agenda

October 26, 1998

6.10 **GLA paid Manager Consideration** - J. Murphy

6.11 **How to identify new property owners** - J. Murphy

6.12 **Fridley Creek is blocked again**
FOLLOW-UP: Svend Anderson - Contact Sean Murphy, Peet Story, David Newhouse and County for assistance and permission to dig out the blockage by 10-26-98

7. Tabled Business

7.1 **Should GLA accept responsibility for maintenance of subdivision roads?** - D. Newhouse

7.2 **Study guidelines for Tree removal** - P. Hoag

7.3 **Write accounting procedures** - M. Scoble/P Keathley

8. New Business

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., November 16, 1998, South Glastonbury

11. Adjournment 10:00 p.m.

Glastonbury Landowners Association 1998 Budget

Projected Income

Dwelling Assessment	$22,080.00
GAV Assessment	$2,940.00
Land Assessment	$34,920.00
Past Due Assessment	$44,273.00
Interest	$800.00
Total	**$105,013.00**

Projected Expenses

Liability Insurance	$4,700.00	
Secretarial	$540.00	
Office Expenses	$800.00	
Postage	$500.00	
Professional Accounting & Banking	$1,050.00	4,000
Architectal Review	$650.00	
Grading & Gravel	$19,360.00	35,000
Water Truck	$4,320.00	
Snow Removal	$9,600.00	
Magnesium Chloride	$9,000.00	
Weed Control	$4,000.00	
Total	**$54,520.00**	

Land Use Master Plan Budget

Printing & Mailing	$3,000.00
Architect & Planner	$17,000.00
Misc. Expenses	$1,000.00
Hall Rental & Phone	$500.00
Total	**$21,500.00**

Glastonbury Planning Fund	**$21,670.00**

Emergency Fund
Road Improvement Fund (Road Settlement Fund)

(over)

Glastonbury Landowners Association 1998 Profit & Loss Statement

Actual Income

Dwelling Assessment	$15,693.03
GAV Assessment	$4,410.00
Land Assessment	$25,079.66
Past Due Assessment	$9,686.10
1998 Interest	$573.87
~~Construction Bonds~~	~~$750.00~~
Fee Simple Upgrade	$29,847.00
Church ~~Compensation~~ Road Settlement	$12,162.50
Total	**$98,202.16**

Actual Expenses

Liability Insurance	$4,699.16
License & Taxes	$10.00
Road Signs	$55.00
Office ~~Expenses~~ Supplies	$1,231.24
Postage	$673.14
Accounting & ~~Banking~~ Professional Fees Attorney	$1,399.88
Grading & Gravel	$20,864.70
Snow Removal	$1,946.93
Road Inspection & Report	$993.34
Weed Control	$242.00
Total	**$32,115.39**

GLA 00612

Glastonbury Landowners Association 1998 Assets (10/25/98)

Assets

First Interstate Checking	$4,448.34	$ 3,090.00
First Interstate Savings	$64,573.87	$ 74,573.00
Accounts Receivable	$49,868.46	$ 49,868.46
Total	~~$118,890.67~~	$ 127,531.00

(over)

P. O. BOX 298, EMIGRANT, MT 59027
406-333-9009
Rates as of September 1, 1998

INVESTMENT	RATE	APY	Required Minimum Balance
Money Market Checking	2.50	2.53	$1,000
Regular Savings	3.25	3.30	$200
Money Market Savings Tiered Rates			
	3.75	3.82	$1,000 – 10,000
	4.50	4.59	$10,000.01 –$20,000.0
	4.60	4.70	$20,000.01 –$50,000.0
	5.00	5.12	$50,000 & Over
CERTIFICATE OF DEPOSIT ACCOUNTS			
91 Days	5.00	5.10	$500
182 Days	5.30	5.37	$500
182 Day Bonus	5.65	5.73	2,500
12 Months	5.55	5.55	$500
12 Months BONUS SPECIAL *	6.05	6.05	$5,000
15 Months SPECIAL	6.00	6.03	$500
24 Months	5.75	5.75	$500
36 Month	6.00	6.00	$500
60 Months	6.00	6.00	$500
18 Month IRA	5.50	5.61	$100

LARGE CERTIFICATES OR OVER $100,000 IN TIME CERTIFICATES, PLUS 1/4%.

* BONUS SPECIAL – At least $1,000 in new money with existing CD or $5,000 in new money as a separate deposit

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

August 24, 1998

Henry F. Lee
P. O. Box 194
Chelsea, VT 05038

RE: Request for Waiver of Assessment Fees

Dear Henry:

This letter is a belated response to your letter of February 5, 1998.

The Glastonbury Landowners Association is willing to waive the yearly Assessment Fee on Parcel 64, North Glastonbury in consideration that the access road to Parcel 64 has not been built by the original developer and there are no plans by the GLA to build the road in the near future. This waiver is also given with consideration of the fact that you are paying the yearly Assessment Fee on your other property in Glastonbury.

The waiver is effective January 1, 1998 and will continue until such time as a road is built across Parcel 66 to Parcel 64 or until the property is sold.

I hope this waiver is amenable to all parties and I thank you for your support of the Community of Glastonbury.

Sincerely,

Patrick Wolberd
President

COMMUNITY OF GLASTONBURY
ROAD RULE RESOLUTION

WHEREAS, a member of the Glastonbury Landowners Association, Inc. (GLA) has requested clarification as to who may drive on Glastonbury platted roads and what kind of vehicle may be driven on Glastonbury platted roads; motorized

NOW THEREFORE, it is the interpretation of the GLA, Board of Directors that the intent of the RESTATED DECLARATION OF COVENANTS FOR THE COMMUNITY OF GLASTONBURY, Section 8.01, Roads and Easements, Platted Roads Easements, Subsections e and is:

1. All operators of motor vehicles on Community of Glastonbury platted roads shall be legally licensed under the laws of the State of Montana to operate motor vehicles on public roadways;
2. All operators shall operate only motor vehicles that are allowed to legally operate on public roadways according to the laws of the State of Montana, and;
3. All such operators and adequately maintained vehicles (but not limited to) shall be properly insured, licensed, registered, and operated in accordance with the laws of the State of Montana regarding the use of public roadways.

IT IS THEREFORE RESOLVED, in accordance with the above stated Board interpretation that this interpretation shall carry the force of rule in accordance with the rule making authority of the Association and the Board of Directors in the Covenants, Section 8.01, Roads and Easements, Platted Road Easements and 10.01, Community Administration, Association's Authority and the By-Laws, Article VI, Board of Directors, Section B, 10, General Powers and Duties.

ATTESTED TO:

Patrick Wolberd, President	Date	Joan Murphy, Secretary	Date

COMMUNITY OF GLASTONBURY
ROAD RULE RESOLUTION

WHEREAS, a member of the Glastonbury Landowners Association, Inc. (GLA) has requested clarification as to who may drive on Glastonbury platted roads and what kind of vehicle may be driven on Glastonbury platted roads;

NOW THEREFORE, it is the interpretation of the GLA, Board of Directors that the intent of the RESTATED DECLARATION OF COVENANTS FOR THE COMMUNITY OF GLASTONBURY, Section 8.01, Roads and Easements, Platted Roads Easements, Subsections e and i is:

1. All operators of motor vehicles on Community of Glastonbury platted roads shall be legally licensed under the laws of the State of Montana to operate motor vehicles on public roadways;
2. Shall operate only motor vehicles that are allowed to legally operate on public roadways according to the laws of the State of Montana, and;
3. Such operators and adequately maintained vehicles are properly insured, licensed, registered, and operated in accordance with the laws of the State of Montana regarding the use of public roadways.

IT IS THEREFORE RESOLVED, in accordance with the above stated Board interpretation that this interpretation shall carry the force of rule in accordance with the rule making authority of the Association and the Board of Directors in the Covenants, Section 8.01, Roads and Easements, Platted Road Easements and 10.01, Community Administration, Association's Authority and the By-Laws, Article VI, Board of Directors, Section B, 10, General Powers and Duties.

ATTESTED TO:

_____

Joan Murphy, Secretary Date

SPEED CONTROL PROPOSAL ON ARIES AT THE ENTRANCE TO GAV

9-14-98

I am proposing the road committee consider the following action to address the speeding motorist problem on Sirius Drive near GAV:

1. Place a speed zone sign on Sirius Drive one hundred yards before the Sirius/Aries intersection.

2. Place a 25 mph speed limit sign on Sirius Drive fifty yards before the Sirius/Aries intersection.

3. Place a 15 mph speed limit sign on Sirius Drive halfway between the Sirius/Aries intersection and the entrance to GAV.

4. Place a children at play sign along with the existing 15 mph speed limit sign on Sirius Drive just before the GAV entrance.

5. Place a speed zone sign on Sirius Drive just past the intersection of Sirius/Taurus as one comes off Taurus on to Sirius.

6. Move the existing 15 mph speed limit sign located near the Sirius/Taurus intersection closer to the parking lot entrance by the red barn and add a children at play sign.

7. Give a written request to all Taurus Road residents and School parents and staff to comply with the speed limits noted. The Montessori Garden School and Thomas More Schools may be willing to distribute these notices to the parents.

8. Establish a 35 mph speed limit for all of Glastonbury, unless otherwise posted, and post this speed limit at all Glastonbury entrances.

9. Place on the November annual meeting a discussion of other ideas for controlling vehicle speed in Glastonbury.

Respectfully Submitted,

Patrick Wolberd

BERG, LILLY, ANDRIOLO & TOLLEFSEN

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

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October 5, 1998

Glastonbury Landowners Association, Inc.
ATTN: Joan Murphy
P.O. Box 312
Emigrant, Montana 59027

VIA FAX 333-4722

RE: Amendment of Bylaws

Dear Joan:

As we discussed, there is an inconsistency between the Covenants and the Bylaws on the subject of owner voting. Essentially, the Bylaws attempt to provide for fractional interest voting for those undivided property interests created after May 1, 1997, whereas all undivided property interests acquired prior to that date would exercise a full membership interest vote (I believe the intent of this provision was to encourage proper subdivision to create new parcels of record). The Covenants provide that any tenancy-in-common interest, whenever created, is entitled to one full vote, however, joint ownership of a tenancy-in-common interest, as between a husband and wife for example, does not entitle those individual persons to a fractional vote. The Covenants are consistent with the scheme of assessments whereby each tenancy in common interest is charged a full assessment. In all fairness, any person or persons who are liable for a full "membership unit" of assessment should also have a full "membership unit" vote.

With that in mind, it is a relatively easy matter to amend the Bylaws at the annual meeting of owners. Article XII, A, of the Bylaws calls for approval to such an amendment by vote of 51% of the Membership Interests in good standing at an annual or special meeting duly noticed for this purpose. A copy of the proposed amendment should be enclosed with the notice of meeting. If for some reason this is not possible or is overlooked, any defect in notice can be overcome simply by having each member attending the meeting sign a waiver of notice form as enclosed. If your 51% majority sign the waiver and vote for the amendment, it passes.

I would not expect this amendment to be controversial as this is really only a matter of housekeeping. In fact, the scheme of voting under the Covenants is more "member-friendly." In any event, the Covenants control whether the amendment passes or not, and the responsible officer(s) should count votes at any meeting in accordance with the Covenants.

Enclosed is the text of the Amendment to the Bylaws. Please call with any questions. Thanks.

Sincerely,

John T. Glover, Jr.

Enclosures

WAIVER OF NOTICE
OF THE ANNUAL MEETING OF MEMBERS OF
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

I the undersigned, being a Member of the above-referenced Association, hereby agree and consent that the Annual Meeting of Members thereof be held on the date and at the time and place stated below and hereby waive all notice of such meeting, of the items to be discussed at such meeting, and of any adjournment thereof.

Place of meeting: _____

_____

Date of meeting: _____

Time of meeting: _____

SIGNED: _____

_____ (Print name)

_____ (Address)

_____

_____

OWNER OF: _____

DATED: _____

FIRST AMENDMENT TO BYLAWS
OF
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

THIS AMENDMENT is made and adopted this _____ day of _____, 1998, by the Board of Directors of the Glastonbury Landowners Association, Inc., pursuant to a 51% majority vote of the Association membership in favor of such amendment at the Annual Meeting of Members held _____, 1998.

WHEREAS, a discrepancy has been called to the Board's attention between the definition of "Membership Interest" and voting procedures in the Declaration of Covenants for the Glastonbury Community and that definition and those procedures in the Bylaws for this Association; and

WHEREAS, Article XII, D, of the Bylaws expressly provides that in such case of conflict, the Covenants shall control; and

WHEREAS, Article XII, A, of the Bylaws provides for amendment to the Bylaws upon motion by the Board and approval of a 51% majority vote of the Members in good standing;

NOW THEREFORE, for the purpose of eliminating the conflict between the Covenants and Bylaws on these issues, the following two-part amendment to the Bylaws has been proposed by the Board, voted approved by the Members, and is hereby adopted:

1. Article IV, B, of the Bylaws is hereby amended to read in its entirety as follows:

"B. **Membership and Membership Interest Run With the Land.** The rights, privileges, duties and responsibilities of membership in the Association (referred to herein as a "Membership Interest") shall be as defined herein and as in the Covenants and shall run with title to the property and any qualifying portions thereof. Each Membership Interest shall be entitled to one (1) vote as defined in the Covenants.

Each of the following separated units of property, whether held by one or more than one landowner, shall constitute a separate and distinct Membership Interest that is entitled to one vote and to all other rights, privileges, duties and responsibilities as set forth in the Covenants and in these Bylaws:

a. A parcel (as defined in Section 3.22 of the Covenants);
b. An undivided tenancy-in-common interest in a parcel existing as of the effective date of the Covenants, whether owned individually or in joint tenancy; and
c. A condominium unit.

One Member of the Association may hold and exercise the entitlements of multiple Membership Interests."

2. Article V, F, of the Bylaws is hereby amended to read in its entirety as follows:

"F. **Voting.** Each member in good standing as defined in the Covenants, or any person designated by them to act as proxy on their behalf (who need not be a Member), shall be entitled to cast the vote(s) appurtenant to the Member's Membership Interest(s) at all meetings of the Members. For purposes of tabulating the written vote and consent of the Members of the Association, it is hereby provided that:

1. Each Membership Interest is entitled to one vote;
2. A Member may hold more than one Membership Interest and shall have a separate vote for each such interest;
3. The Association shall be entitled to rely on the acts of one joint owner of a Membership Interest which shall be conclusive as to that Membership Interest and binding upon the other joint owners. In the event the Association is made aware by written notice that the joint owners of a Membership Interest cannot agree as to how the vote of the Membership Interest should be cast, the Association may, in its discretion, grant each joint owner a fractional voting interest in proportion to his or her ownership interest, or may disregard the vote of such Membership Interest entirely;
4. If the total number of qualifying votes equals or exceeds fifty-one percent (51%) of the total Membership Interests of the members in good standing who cast votes at the meeting, the vote shall be effective and shall have passed."

KNOW ALL MEN BY THESE PRESENTS, that the Board of Directors of Glastonbury Landowners Association, Inc. has duly approved the foregoing Amendment to the Bylaws of said Association, and that the same shall be attached to and made a part of such Bylaws, effective as of the date first above written.

_____
Patrick Wolberd, President

ATTEST:

_____
Secretary

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

July 3, 1998

Craig Woodland
P.O. Box 999
Emigrant, MT 59027

Dear Craig:

I am writing in response to your e-mail to me of June 22, 1998. Since your letter is a matter of record, We believe it is important for the response to also be part of the record even though we have discussed this matter privately.

As I had informed you at the time, I was not able to attend the Glastonbury Landowners Association (GLA) meeting that evening so I asked Philip Hoag to relate your concerns to the board. In so doing, Philip acknowledged that even though we were in agreement with the need to establish a Land Use Master Plan (LUMP) Committee budget before allocating $5,000 for architectural drawings, we were not in accord with the overall tone of your letter.

The outcome of the discussion was twofold. First, the board deferred allocating any substantial expenditure by the LUMP Committee pending the development of an overall committee budget. Second, many of the board members considered your letter inaccurate on many important points and off base regarding Dan Kehoe, Sr's involvement. I would like to further clarify these points.

I along with many other members of the board have worked with Dan since the formation of the Glastonbury Comprehensive Planning Committee (GCPC) in March, 1996. My personal experience in working with him on the regeneration of Glastonbury the past two and a half years has been very positive. There is no doubt in my mind that among the many factors that motivate any of us to engage in this kind of commitment, Dan's love for the community and his desire to see Glastonbury be the spiritual and economic success we all envision has been at the top of his list. We believe it is no more appropriate to question his motives than to question yours or mine.

This said, it is also important to address the matter of checks and balances employed in the process. No one individual has been nor will be in a position to control the process as long as most of us are willing to do our part. We must be willing to participate in the process, as I have encouraged you to do, wrestle with each other over the points we most value, surrender to the will of the majority at decision time, and move on in harmony and respect for one another and trust in the process. It might be helpful for me to highlight the history for your benefit.

The GCPC led the community, over a period of about a year and a half, through the often painful yet productive and healing process of defining our purpose and direction. Some of the meetings were attended by over 150 community members and most meetings had no less than 50-75 people present. President Cleirbaut facilitated some of the meetings and offered regular consultation. We also held smaller focus group meetings on more specific subjects of interest to those who attended. At the July, 1996, summer conference we invited Keepers of the Flame from all over the world to join us for input into the process. We sought input from absentee landowners by correspondence, and by March, 1997, we had a LUMP Draft to be distributed to the community. This draft was well received, as far as it went.

Now for the specific points of your letter:

1. **Need More Bids**

The board is aware that only one bid has been received, even though three were sought. The expectation was that a reasonable attempt be made to obtain more than one bid while at the same time not get bogged down with repeated requests for bids. The process, after all, is two and a half years in the making. The reason for sending a subcommittee of three people, Dan Kehoe, Joan Murphy, and Davies Anderson, to discuss a contract with Comma-Q architectural company was to determine if they could meet our needs or if we would have to go back through the bidding process. My understanding is that Ben Lloyd did similar follow-up architectural work on the Walker project in Bozeman, which Von Hausen also helped develop, in addition to at least three other master plans he made available for the subcommittee to review.

2. **Define the Scope of the Work**

and

3. **Define What We Want**

It is my understanding that the subcommittee developed an outline of the scope of work while meeting with Mr. Lloyd and presented it at the June 22nd meeting. The board would certainly be looking for this scope of work to be incorporated into the budget we expect to be presented at our next board meeting on July 13, 1998. I have spoken with Daniel Kehoe, Jr., committee chair, and he has assured me that the committee fully understands that we do not have a bottomless source of funding for this project and that it is not necessary to expend the entire remaining $21,000.

4. **Budget for Planning Process**

In speaking with some of the committee members, it appears that there was some confusion regarding the $5,000 and $10,000 figures. There was acknowledgment that you had raised objections which were discussed before coming up with the $5,000 request. The meeting held with the Church on June 25, 1998, regarding a land transfer to the teaching centers reaffirmed that the church leadership will be looking for more specific and concrete architectural work in order for them to sign off on the LUMP. Since the church represents about 40% of the votes of the GLA membership, theirs is an important voice for us to hear.

5. **Rushed Process**

In the two and a half years I have been immersed in this process, the last thing any of us could be described as doing is rolling over for the church and accepting their offers outright. Believe me, we have negotiated intensely and successfully on too many matters to enumerate

here. The contact teams sent to negotiate with the church on several occasions were not bashful about representing our interests and engaged in tough, fruitful negotiations.

Most of us who have been involved in this process from the beginning would agree with Dan that we need to conclude quickly. The board, in fact, asked the LUMP Committee initially to attempt to complete this project by June of this year. They found this was not realistic and, at the boards request, are attempting to complete the project in time for us to put it to a vote at our annual meeting in November.

We have been discussing plans for a community center in North Glastonbury since 1991, when I served on the Teaching Center Board. Community centers in both North and South Glastonbury, in the opinion of many of us, are a crucial piece of the puzzle of making Glastonbury a thriving economic community. The first formal discussion between the Church and Glastonbury about master planning came about in August, 1995, when Patricia Hearth, President of Glastonbury North TC, and I, Treasurer of Glastonbury North TC, met with Edward Frances and William Smith to explore Church support for the building of a community center in North Glastonbury. Edward told us that the Church would be forming a Glastonbury Planning Committee, ultimately the GCPC, and that their support for this project would be contingent upon an approved land use master plan. So you can see that this process has been at least three years in the making, and may give you some perspective on our sense of urgency.

As I mentioned above, no one person has been nor will drive this planning process if we are all doing our part (which I believe we have). The board believes it is important to have a diversity of skills and interests represented on the LUMP committee. Since the board does not share your opinion that Dan is driving the planning process, his participation on the committee is viewed as an asset rather than a conflict of interest.

As you have stated, many parties are needed to be a part of this kind of process. We believe that this is happening. We sent out telephone trees and made announcements at church services requesting interested persons to join the committee. The committee is working from many hundreds of hours of community meetings and community planner input. The board will review the committee's work and the community will provide another round of feedback and further suggestions. Finally, the Landowners Association membership will vote on the final product.

When all is said and done and if we meet our November time line, we will have committed thousands of person hours to a three year plus process, driven by the Community of Glastonbury membership under the leadership of the GCPC and the GLA. It is our sincere hope that we can put to rest the perception that any one person is controlling or driving this process for personal gain.

6. **Recommendations**

The only recommendation with which the board is not in accord, at least in concept, is the suggestion to seek more bids. I will be asking the committee to address all the other recommendations.

In closing, Craig, we want you to know that the board has encouraged community member (homeowners or not) participation on all committees. If you are still interested in

continuing your involvement with the LUMP Committee, it is important for the diversity of the committee for you to do so. It is also important for us all to remember that the task, as defined in our mission statement, is for us to be ***Love In Action*** in order for us to be successful community planners and caring neighbors. That starts right here and now in our participation on the board, committees and other community projects and interactions.

My recommendations for you are:

A. Mend your fences.
B. Seek the highest common ground.
C. Work through the existing structure.
D. Assume the best and be prepared for the worst.
E. Trust in the process.
F. Be ***Love In Action***.

It is in the spirit of community and my personal goal to be ***Love In Action*** that I write this letter to you on behalf of the Board of Directors of the Glastonbury Landowners Association, Inc. We invite you to join us in the victory that is clearly within our reach.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

cc: GLA Board of Directors
Daniel Kehoe, Jr., LUMP Committee, Chair
Dan Kehoe, Sr., LUMP Committee, Member

The Lure of Planned Suburbs: No Yard Sales, Just 2 Pets

By Neal Templin
Staff Reporter of The Wall Street Journal

WOODLANDS, Texas—When Peter and Jill Addy bought a $220,000 house in this woodsy development near Houston two years ago, they got six bedrooms and 29 pages of covenants and deed restrictions.

Now, as residents of one of the nation's largest master-planned communities, the Addys can't paint their house a different color without approval, keep more than two dogs in their backyard or park a recreational vehicle there overnight. "When you first see the covenants, you think you can't even move," Mr. Addy says.

The Woodlands' covenants may be strict, but 30 miles to the south, Bass Wallace would love to have them. He lives in an exclusive Houston neighborhood with tree-lined streets and houses costing as much as $1 million. But Houston has no zoning; and as a result, a real-estate partnership was able to buy the house next to Mr. Wallace's, demolish it and start constructing a 240-seat restaurant that is seeking a license to serve liquor until 2 a.m.

The lure of ultra-strict neighborhood rules is drawing millions of Americans into master-planned communities, suburban subdivisions where virtually every aspect of land use is highly controlled. Some 10 million American families now live in them, up from six million in 1990 and just two million in 1980, according to the Community Associations Institute, an Alexandria, Va., nonprofit group.

Many master-planned communities court affluent families who move a lot. Such families are often seeking a controlled environment where it's easy to meet people. To attract them, many planned communities offer a resort-like array of recreational facilities and activities not found in a normal subdivision. For example, Celebration, Walt Disney Co.'s master-planned community near Orlando, Fla., with just 2,000 residents so far, already has an 18-hole golf course, two community pools, volleyball and basketball.

"It's like an instant community you just pop in the microwave," says Karen Danielsen, a researcher at the Urban Land Institute, a Washington think tank.

The boom is particularly big in Houston, the largest municipality in the country without zoning. A referendum to adopt zoning was narrowly defeated in 1993, but master-planned communities have stepped in to do the job. Five of the nation's 10 largest master-planned communities ring Houston, and such communities account for 30% of the area's new-home sales. The number is likely to rise to 40%, thanks to recent developments like WindRose, Gleannloch Farms and Coles Crossing, says American Metro/Study Corp., a market-research firm.

Here at the Woodlands, more than half of new homes go to people moving to Texas from out of state. To lure them, it offers 85 miles of hiking and biking trails, four golf courses and a 13,000-seat pavilion that is the summer home of the Houston symphony.

Keeping the Woodlands an oasis in sprawling suburban Houston is no small chore. The homeowners associations—which effectively govern the unincorporated community of 53,000 people—employ six "monitors," who cruise through the neighborhoods and cite close to 3,000 homeowners each year for covenant violations.

"We try not to be fussbudgets," says Margie Kremer, the head of covenant administration, as she stops her Toyota Corolla in front of a house with garbage cans still visible from the street—a Woodlands no-no.

About 50% of the violations written up by Mrs. Kremer and her staff are first reported by neighbors. A year ago, Woodlands resident Vicky Fullerton, a real estate agent, was showing a house when she noticed the house behind it had several dogs in the backyard. This violated the Woodlands' two-pet limit, and she immediately called the covenant office to report it.

"A lot of people wouldn't like that type of enforcement, and the Woodlands isn't an appropriate place for them," Ms. Fullerton says.

Not all Woodlands residents agree. Several months ago, Matt Bullard, a basketball player for the Houston Rockets who lives in a $300,000 house in the Woodlands, moved his two-year-old's play fort to the side of his house to keep her away from the backyard swimming pool. The Bullards got a letter from the homeowners association saying the fort would have to be moved or fenced in so the neighbors wouldn't see it.

But the Bullards have refused to build a fence because that would mean that Mr. Bullard's wife, Paula, couldn't keep an eye on their daughter from the kitchen. The association says it will give the Bullards a chance to appeal, but Mrs. Bullard says she and her husband will fight to keep the play fort as it is. "I like the Woodlands a lot," she says. "But there are just so many rules."

Please Turn to Page B14, Column 1

Community Control

Living by the Rules

Homeowners in the Woodlands can't do the following except in special circumstances:

- **Hold a garage sale**
- **Cut down a tree** more than six inches in diameter
- **Put a barbecue grill** in the front or side yard
- **Build a play fort** with a floor that exceeds 100 square feet
- **Keep more than two pets** or two doghouses in the backyard
- **Mount bug-zapper lights** more than six feet off the ground

Source: Robert Charles Lesser & Co

Top 10 Active Master-Planned Communities

By size, in acres

Irvine Ranch, Orange County, Calif.	110,000
Poinciana, Poinciana, Fla.	47,000
Woodlands, Houston	25,000
Summerlin, Las Vegas, Nev.	22,500
Highlands Ranch, Denver	22,000
Kingwood, Houston	14,000
Mission Viejo, Orange County, Calif.	10,325
Sienna Plantation, Houston	10,000
Clear Lake City, Houston	10,000
First Colony, Houston	9,700

GLA 00628

Americans Flock to Planned Suburbs

Continued From Page B1

Play forts are nothing compared with the hoops Woodlands residents have to jump through to install backyard swimming pools. So when Pamela Stallones built a pool, she picked a pool company that was used to Woodlands rules and regulations. The result was a kidney-shaped pool with a six-foot waterfall that is so pretty the construction company used it in promotional literature, she says.

But it wasn't good enough for the Woodlands. "They sent us a letter saying the waterfall was too tall and it would have to be torn down immediately," Ms. Stallones says. (Pool waterfalls can't be higher than five feet without permission.) When she appealed to the development standards committee of her homeowners association and agreed to plant some shrubs, the committee finally granted her a variance.

But even some who run afoul of the covenant cops support tough enforcement. Gerald O'Connor, a 34-year-old software sales executive, got a notice ordering him to mow his lawn when he went out of town once for a month. "At first I was angry. But then I realized they had a point," he says. The association merely cracks down on the sort of behavior that leaves neighbors fuming in other communities, he says.

As for Peter and Jill Addy, though daunted at first by the deed restrictions, they rapidly became fans. "It's to protect your own interests," Mrs. Addy says. "We haven't found we wanted to do anything that we couldn't do."

As it happens, the Addys recently decided to sell their house and build another one on a bigger lot. They considered building a lakefront home on a 1.5-acre lot north of the Woodlands, but they were concerned about the lack of controls there. So they are building a $350,000 home in the Woodlands, where a waterfront home is way out of their price range. "We would have paid a lot less and had a home on the water," Mrs. Addy says. "But in two years, we might have had a dog kennel next to us."

GLA 00629

1998-11-02_BDGN.pdf

Glastonbury Landowners Association
Special Board of Directors Meeting

Minutes
November 2, 1998

1. Call to Order, Prayer

The special meeting was called to order at 7:30 p.m. by Patrick Wolberd at the offices of Healing Wings, Emigrant.

PRESENT: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice-President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Philip Hoag, Walter Wunsch, Andrew Field, and David Newhouse, Sr.

ABSENT: Linda Kremer and Horus Brailsford.

2. Reading and Disposition of Minutes of 10-26-98 was waived.

3. Order of Business

4. Reports of Officers and Committees

4.3 Architecture Subcommittee – Andrew Field, Chair

The construction project of Mykah Carey, Parcel 42, North Glastonbury, was presented by Andrew Field, who moved to approve the project. Philip Hoag seconded the motion. Passed unanimously.

Parcel 92, South Glastonbury, owner's travel trailer is parked on Parcel 93 because of not being able to access Parcel 92. After discussion the following decision was made: If the trailer is still there in two weeks, Patrick Wolberd will contact the owners of Parcels 92 and 93 to offer assistance, if needed.

4.5 Nominating Committee Report – Joan Murphy, Chair

The agenda for the second Annual Meeting was reviewed (attached herewith).

AWARDS PROPOSAL – Patrick Wolberd presented a proposal to acknowledge the volunteer service given by the six members who leave

the Board each year. He also proposed to give appreciation awards for special service to the Association (see proposal attached herewith). Philip Hoag moved and Andrew Field seconded to accept the proposal as written. Motion passed – five in favor and three opposed.

4.7 Land Use Master Plan Advisory Committee – Daniel Kehoe, Jr., Chair

The draft L.U.M.P. was reviewed by the Board and suggestions were made regarding Sections 3.8, 3.3, 2.3.3, 2.5, 3.6, and 3.8 (see attached).

5. Next Meeting – Monday, 7:00 p.m., November 16, Healing Wings office, Emigrant.

6. Adjournment – 10:30 p.m.

1998-11-02_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312
Emigrant, MT 59027

October 31, 1998

Craig Woodland
P.O. Box 999
Emigrant, MT 59027

Dear Craig:

I am writing in response to your letter of October 26, 1998, in which you resigned from the Land Use Master Plan Committee because of unresolved differences. The Board voted to accept your resignation and asked me to notify you accordingly.

It is unfortunate that such a letter is required because I believe the work on boards and committees in a community such as ours has a dual purpose. The obvious purpose is to accomplish the work at hand. The less obvious, yet higher purpose is for us all, individually and collectively, to work through our differences and shortcomings in order to form a stronger bond and expression of God's love through community.

The regret for me is this represents a sad witness to the fact that I personally failed to successfully assist you and the committee in resolving your differences and finding the common ground necessary to accomplish the higher purpose. There are many lessons for each of us to learn from this experience and I hope you and each committee member will join me in the self-reflective process necessary for us to grow from this experience and increasingly become *Love In Action.*

Thank you for the feedback you have given to the Glastonbury Landowners Association regarding the Land Use Master Plan. Even if your suggestions are not fully incorporated into the final document, they have become part of the consideration.

Sincerely,

Patrick Wolberd, President
Glastonbury Landowners Assoc., Inc.

cc: Land Use Master Plan Committee Members

Mr. Craig Woodland
P.O. Box 999
Emigrant, MT 59027

October 26, 1998

Glastonbury Landowners Association
P. O. Box 312
Emigrant, MT 59027

Dear President and Board,

After careful consideration and prayer I am submitting my resignation from the Land Use Master Plan Committee. I have found that my role in the committee has become so marginalized that my contributions are no longer effective.

I have noted several serious flaws in both the committee structure and procedures. These flaws can adversely affect future work of this and other committees as well as the viability of any master plan that comes out of this process.

I hope that the GLA board will receive and consider my observations that arise from several months' experience in the planning process. First I will review my committee experience, then isolate the flaws I discovered and their effects.

My Experience on the Planning Committee

I was asked to join the committee in January of this year. I brought with me almost a year and a half of experience of serving on the Church's planning committee. I was told that new people were being encouraged to join the planning process. I was new to living in Glastonbury but not to the building of our community here in Montana.

At the first meeting I attended there were about 18 people. That was the most well attended meeting I saw. I had brought with me some material from my work on the Church's planning committee. When the floor was opened to discussion I presented some of the material we had discovered about Traditional Neighborhood Planning and Design. This led to a lively discussion by many attendees that occupied most of the second half of the meeting.

At my second meeting I noticed that no mention was made of this discussion in the minutes. When I later proposed some of these ideas as a solution to a particular planning situation, I was basically told to keep quiet and "We've already heard about that stuff."

As the meetings progressed, I was angrily yelled at, called names, mocked and generally pressured and intimidated to keep my ideas to myself. I never responded in kind to this abusive behavior. I was not the only one this happened to. Others expressed to me that they were afraid to express themselves at meetings for fear of intimidation. I soon saw that a small group on the committee were advocating a strict density based zoning model for planning and were not interested in other planning ideas.

At one meeting we were discussing a budget for the committee to propose to the GLA. At the end of the discussion we were going to go on to the next topic without a clear decision being made. By now I had seen a pattern. We would have a discussion but the recorded decision would be up to the interpretation of whoever wrote the minutes. I asked for a vote on the matter. It didn't change anyone's mind but it gave a record of the decision we had made. That was the first time we had actually voted on a decision in my experience up to that point in the committee.

The budget that the committee had decided to propose was $5,000.00 for architectural work. At a later GLA board meeting that I attended the proposed figure had gone up to $17,000.00. This proposal had never gone through the committee. It had been drawn up outside the committee, bypassed discussion in the committee and had been proposed directly to the GLA.

In another discussion when I objected to only getting one bid for architectural work, I was derisively told "You can go and find you own bids." I thought that this proposal to the GLA was unwise and sent my comments on to the GLA. Later I was told that one of the members of the committee was furious at me for doing this. Another member refused to talk to me from that point on.

At the July 13th GLA meeting that I attended, the GLA pressed the committee chair for a draft report to justify a further increase in the budget. The assignment was for the committee to have a draft report in by the next GLA meeting on August 3rd. The committee chair said he would bring this back for discussion in the committee. Fortunately, a committee meeting had been previously planned to be held only three days later on the 16th.

I arrived at the meeting hall on the 16th to find it empty. Astoundingly, with all the work that had to be done to draw up a draft report, our meeting had been cancelled. I had not been notified of the cancellation.

Almost three weeks later on the eve of the GLA meeting a hastily called committee meeting was held on August 2nd . We were given an already written draft report to review. I was a committee member, yet I had no part in writing this report from our committee. I asked who had written the report. I was given a sarcastic rebuke and was never told who wrote it.

During our committee meetings we had arrived at decisions on a number of topics in the master plan. I found that many of those decisions were not in the report. Instead, only the views of the small group advocating the strict density zoning model were written into the report. Much of the meeting was spent rewriting the report to include decisions that had already been made. The meeting lasted well into the evening. It is always more difficult and time consuming to correct an already written document than to write it in the first place.

The community I saw described in the report was static and not open to growth or much variety. Many of the verbs used in the report were ones such as "preserve," which was used several times. What I was seeing was a plan for a very static retirement community. It did not encourage the growth of new families or small businesses. Rick Warren, author of the book *The Purpose Driven Church*, says there are two uses for structure: control or growth. From what I could see this report chose control over growth.

At this same meeting the chair announced that he was removing me from the committee. The stated reason was that the GLA hadn't punished me enough at a previous meeting for talking to Michael von Hausen. In my opinion the real reason was because I had different ideas about planning than the strict density zoning group. The chair was asked if he had authority to remove people. It was established that he didn't but he said that because he was chair he was assigning that authority to himself. Overruling the objections of the committee members he declared that I was no longer a member and if I had any objections I could take it up with the GLA.

The chair told me I could still attend meetings if I wished. This was a moot point. I no longer receive notices saying where the meetings are to be held and I no longer receive copies of the minutes. Not being told when and where the meetings are being held makes it difficult for me to attend them.

I attended the GLA meeting the next day to have my removal reviewed. Some committee members argued that it set a dangerous precedent to give the committee chairs authority to unilaterally remove committee members. Several restrictions were discussed but none made it into the motion. The only proviso was that the removal had to be reviewed by the board with no time limit or obligation put on it. I then asked for my removal to be reviewed by the GLA at that meeting. The committee chair then said, "No, we must move on to other business."

"Justice delayed is justice denied." This action by the GLA shocked me. To stand by and allow this railroading of a member off of a committee for very questionable reasons and then to not allow that member to even defend himself or answer the unnamed charges against him is indefensible.

Michael von Hausen

There has been much discussion about my phone call to Michael von Hausen in June. I have attended at least three meetings where it was discussed at length. I have received two lengthy letters and yesterday I have now received a third. There seems to be no end to this issue.

I would like to address repeated accusations that have been leveled against me. I contacted Michael von Hausen in good faith. I did not have a malicious agenda. I had no idea about his ongoing conflict with the GLA until I talked to him. I have only contacted him on that one occasion and have not contacted him since.

I had heard about Michael from many people. He had led the planning process before I moved to Glastonbury. I had not been given any copy of the earlier master plan he authored. In doing research on developing a master plan it seemed like a fairly logical move to contact Michael to get more information.

What I stumbled upon was an ongoing conflict between Michael and the GLA which I knew nothing about and of which I was not the author. This conflict was well underway before I discovered it.

As a follow up to my phone call, Michael sent me a rather manipulative letter which I did not appreciate. It was really a letter to the GLA under the guise of a letter to me. If he wanted to write the GLA he should have had the honesty to write the GLA directly.

The letter that was copied to me yesterday was from the GLA to Michael. Over half of it was about me and some of it was inaccurate. I had been attending meetings of the planning committee and was a committee member prior to the April20th GLA meeting where Michael's work was reviewed. The letter states that his report was reviewed by current committee members. I was a committee member. I had not reviewed his report. It was discussed at meetings that I attended but no copies of the report were passed around or otherwise made available at those meetings. I simply had to rely on the accounts of others as to what was in Michael's report.

I have been relentlessly hounded on this for months. Those who have complained the loudest were those who objected to me presenting planning ideas other than those from the strict density based zoning model. I cannot help but think that this von Hausen issue is a convenient excuse to get me off the committee for having ideas other than theirs.

Stuctural and Procedural Flaws in the Committee Process and Recommendations

1. ***Voting was rare.*** All committee decisions need to be voted on. Consensus is used in the discussion phase but the decision is determined by voting. Otherwise the decision is open to the interpretation of whoever keeps the record.

2. ***Minutes reflected the opinions of the writer.*** Every effort should be made to have the minutes be an impartial record of events, not a way to correct decisions that didn't go the way of the record keeper.

3. ***Differing ideas were discouraged and ridiculed.*** The Committee process needs to be open enough to allow a free exchange of ideas and expression of opinions.

4. ***Opinions were shouted down and mocked.*** The standard of behavior in a committee should be based on the principle of mutual respect for others. It is the responsibility of the committee chair to enforce this standard by not allowing name calling, insults, bullying, anger or ridicule to happen at committee meetings. A chair who either cannot or will not enforce this standard needs to be replaced.

5. ***Work presented to the GLA as committee work was done outside of committee.*** The GLA needs to ensure that what is presented as committee work is indeed from the committee as a whole. Reports and recommendations from the committees need to have the signatures of all the committee members on them. Minority opinions need to be allowed to be presented to the GLA without repercussions. This way the GLA can be informed about both sides of an issue.

6. ***Committee chairs can arbitrarily remove members without recourse for that member.*** There needs to be some limitations imposed on this arbitrary authority by the chair. Some of these were proposed at the 8-3-98 GLA meeting:
    1. The removal needs to be reviewed at the next GLA meeting.
    2. It is the first item on the agenda.
    3. If the removal is not dealt with at the next GLA meeting it is voided.
    4. The person removed needs to be able to answer charges against him.
    5. The charges against the person removed need to be clearly stated by the chair.

7. ***Removals from the committees were left up to the discretion of the chair and not by some objective set of criteria.*** Our country is based on the rule of law and not the rule of men. To rely exclusively on the judgement of one person with no recourse in law is to leave the committee process open to the failures we are all prone to.

8. ***Documents and information were not readily available to committee members.*** Documents, letters or reports being discussed need to be circulated at meetings. Large reports need to be given to committee members before meetings so they can read them and not have to decide on a large report cold.

The Effects of the Flaws on the Committee Process

The first effects are the restriction of new ideas, the dwindling of committee size and lack of participation. I saw committee meeting attendance dwindle from 18 to 5.

There is increasing case law where master plans that take away landowners rights without due process or fair representation can be and are being challenged in court. This can be confirmed by checking with a reputable land use attorney who is familiar with current case law. A successful challenge in court could lead to the negation of the entire master plan and a serious erosion of the GLA's authority.

Conclusion

I sincerely hope that the GLA chooses to rectify this situation. I believe if Glastonbury is to be strong and if it is to grow and prosper, members need to be treated with mutual respect and a free exchange of ideas needs to be actively encouraged.

Yours truly,

Craig Woodland

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Glastonbury Landowners Association
Board of Directors Meeting

Minutes
November 16, 1998

1. Call to Order, Prayer

The meeting was called to order at 7:08 p.m. by Patrick Wolberd, at Healing Wings office, Emigrant. Invocation was given by Maria Scoble.

PRESENT: Patrick Wolberd (President), Daniel Kehoe, Jr. (Vice-President), Joan Murphy (Secretary), Maria Scoble (Treasurer), Horus Brailsford, Andrew Field, David Newhouse, Sr., Eric Newhouse, and Walter Wunsch.

ABSENT: Philip Hoag, Dan Kehoe, Sr., Linda Kremer.

Waiver of Notice – Waiver of Notice of meeting was signed by Board members.

2. Reading and Disposition of Minutes

Minutes of October 5, 1998 approved. Minutes of October 26, 1998 and November 2, 1998 to be mailed to Board members.

3. Order of Business

4.5 Amendment of Bylaws

The amendment of Articles IV, B and V, F of Bylaws, having been approved by landowners, was signed by Patrick Wolberd (see attached).

8.1 Eric Newhouse was welcomed as a new Board member.

8.2 Election of Officers

Walter Wunsch nominated and Horus Brailsford seconded the following members as officers:

Daniel Kehoe, Jr. – President

Andrew Field – Vice-President

Joan Murphy – Secretary

Maria Scoble – Treasurer

The vote was unanimous.

4. Reports of Officers and Committees

4.1 Treasurer's Report – Maria Scoble, Treasurer

Report was given at Annual Meeting (see attached).

Request by Andrew Kramer for an adjustment on his assessments. (See attached letter.) The Board discussed letter. Patrick Wolberd moved and Walter Wunsch seconded that the Treasurer clarify for Andrew what his assessments have been and advise him that there will be no adjustments on his assessments. Motion carried unanimously.

4.2 Finance Committee Report

Regarding past due assessments, Roelof Varkivisier said he will be sending registered letter to landowners who are delinquent in paying assessments to inform them that if they do not pay assessments a lien will be placed on their property. Dan Kehoe, Jr. suggested calling the landowners before sending a registered letter. Patrick Wolberd said he would like to attend the next Finance Committee Meeting.

4.3 Architectural Subcommittee Report – Andrew Field, Chairman

Andrew Field presented the request by Jean-Louis Gillet for preliminary approval of his proposed subdivision on Parcel 70, South Glastonbury. After discussion, the Board recommended that Andrew contact Jean-Louis Gillet and advise him that prior to acting upon his request, we recommend that he go to the County for approval of well and septic system and present us with an approved preliminary plan from the County. Also, he needs to know that there is a potential for a fire water reservoir requirement. Eric Newhouse offered to work with Andrew on the letter.

4.4 Road Committee Report – David Newhouse, Chair

Snow fences at South Glastonbury – Walter Wunsch moved and Horus Brailsford seconded that $1,000 maximum be allocated for snow fences and associated hardware for South Glastonbury. Passed unanimously. (Also, it was recommended to have a double fence for Hercules.)

Sander – David Newhouse moved and Horus Brailsford seconded that the Board allocate $3,945 to purchase and install a sander in a vehicle. Motion passed unanimously.

Posts with orange paint indicating no hunting have been installed at Hercules and Dry Creek intersection. David Newhouse reported that William Pitt now has a snow plow and would like to plow part of high South Glastonbury for the G.L.A. David informed William he needs insurance to do so.

Speed Bump on Sirius – David Newhouse to purchase two yield signs for intersection of Aries to Sirius and Aries and Capricorn and put up two stop signs at G.A.V.

4.6 Land Use Master Plan Advisory Committee – Daniel Kehoe, Jr., Chair

Committee will meet at end of November to work on revisions of the draft LUMP and prepare for neighborhood meetings.

4.7 Fire Water Reservoir Advisory Committee – Walter, Wunsch, Chair

A 20,000 gallon tank is available for water storage for high South Glastonbury after it is cleaned out.

5. Ombudsman Report – Regina Wunsch (South Glastonbury), Margaret Newhouse (North Glastonbury)

6. Unfinished Business

6.1 Filing liens when assessments owed – Philip Hoag, no report.

6.2 Forming a welcoming committee for new G.L.A. members and new homeowners.

Notification and greeting procedure – Patrick Wolberd and Joan Murphy agreed to present proposal at 1/11/99 meeting.

6.3 Defining a valid operator's or driver's license.

Patrick Wolberd and Joan Murphy to sign off on resolution and send copies to David Roxendal and Leif Christian parents by 12/14/98.

6.4 Noxious Weed Committee – Formation

Joan Murphy and Horus Brailsford volunteered to be Co-Chairs for the committee.

6.5 Glastonbury Landowners Association paid manager

Board members are to bring in suggestions for manager and job description.

6.6 Fridley Creek

Joan Murphy reported Svend Anderson contacted Sean Murphy and Pete Story for their permission to dig out the blockage. Both agreed but didn't want to bear any financial responsibility. Svend also talked to Donald Knittel at R.T.R. about the situation. Svend will continue to follow up.

7. Tabled Business

7.1 G.L.A. responsibility for maintenance of subdivision roads.

David Newhouse said at the present time, not a good idea to take on private roads as it would increase the financial burden of G.L.A.

8. New Business

8.2 Eric Newhouse suggested the G.L.A. consider sending out a news letter to keep landowners informed of what is happening with Glastonbury.

9. Open Floor Comments

10. **Next Meeting** – Monday, 7:00 p.m., December 14, Healing Wings.

11. **Adjournment** – 10:00 p.m.

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Glastonbury Landowners Association Board of Directors Meeting

Agenda

November 16, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)
2. Reading and Disposition of Minutes
3. Order of Business
   - 8.1 Welcome of new board members
   - 8.2 Election of officers and changing of the guard
4. Reports of Officers and Committees
   - 4.1 **Treasurer Report** - Maria Scoble, Treasurer
   - 4.2 **Finance Committee Report** - Maria Scoble, Chair
     FOLLOW-UP: M. Scoble/R. Varkevisser - Make calls as follow-up to lien letters by 11-16-98

     FOLLOW-UP: J. Murphy - Send covenants to title companies stating if assessments are not paid liens will be filed, by 11-16-98
   - 4.3 **Architecture Subcommittee** - Andrew Field, Chair
     NEW PROJECTS FOR REVIEW:

     FOLLOW-UP: D. Kehoe - Coordinate the incorporation of Community of Glastonbury Policies & Standards for Subdivisions including section 4.4 Installation of Utilities with P. Hoag by 11-16-98

     FOLLOW-UP: A. Field - Report to Board on J. Kozlik/Handsard #81 South project by 11-16-98
   - 4.4 **Road Committee Report** - David Newhouse, Chair
     FOLLOW-UP: D. Newhouse - Write to County Commissioners to ask permission to work on the county roads, including Dry Creek Road in South Glastonbury and Story Road in North Glastonbury when Glastonbury roads are being repaired by 1-99

     FOLLOW-UP: D. Newhouse/H. Brailsford/P. Hoag - Complete comprehensive plan for area near W. Pitt property and contact Dean Kimpson and ask for cost of a foot path or road near the waterfall and above the Pitt property for easier passage to Forest Service access and projected project cost and installation of a gate across Sagittarius Skyway, by 11-16-98

FOLLOW-UP: J. Murphy - Call Ray Brown to see about turning around present sign and painting "Private Road - Locked Gate Ahead - No National Forest Access." by 11-16-98

FOLLOW-UP: H. Brailsford - Bring speed sign recommendation by 11-16-98

4.5 **Nominating Committee Report** - Joan Murphy, Chair
FOLLOW-UP: J. Murphy - Provide board member packets at the first board meeting following the Annual Meeting, 11-16-98

4.6 **Complaint Committee** - J. Murphy, Chair

4.7 **Land Use Master Plan Advisory Committee** - Dan Kehoe, Jr., Chair
FOLLOW-UP: P. Wolberd - Send thank you to Craig Woodland for his service on the LUMP committee 11-16-98

4.8 **Fire Water Reservoir Advisory Committee** - Walter Wunsch, Chair
FOLLOW-UP: W. Wunsch/H. Brailsford - Develop a proposal of alternatives for Board to consider, including County and Fire Dept. participation, and cost projections & time frame by 10-26-98

FOLLOW-UP: A. Field - To coordinate meeting with Jim Phipps & Phil Larson regarding water reservoir requirements for fire department by 10-26-98

5. Ombudsman Report - ~~Laurel Matthews~~ Regina Wunsch (South) & ~~Margaret Roach~~ Margaret Newhouse (North)

6. Unfinished Business

6.1 **Filing Liens when assessments owed.** - P. Hoag
FOLLOW-UP: P. Hoag - Contact John Glover regarding filing of liens for over due assessments by 11-16-98

6.2 **Forming a welcoming Committee for new GLA Members and New Homeowner Notification & Greeting Procedure** - P. Wolberd/J. Murphy

6.3 **Speed Bump on Sirius Drive** - William Mountjoy/P. Wolberd
FOLLOW-UP: Road Committee - Purchase necessary signs for Aries/Sirius intersection

6.4 **Defining a valid operator's or driver's license**
FOLLOW-UP: P. Wolberd/J. Murphy - Sign off on resolution and send copy to the parties who brought the matter to the Board by 11-16-98

6.5 ***Noxious Weed Committee Formation*** -
FOLLOW-UP: J. Murphy - Get info from county for Board to develop policy

Glastonbury Landowners Association Board of Directors Meeting

Agenda

November 16, 1998

6.6 **Visitor Presentation Format** - J. Murphy

6.7 **GLA paid Manager Consideration** - J. Murphy

6.8 **How to identify new property owners** - J. Murphy

6.9 **Fridley Creek is blocked again**
FOLLOW-UP: Svend Anderson - Contact Sean Murphy, Pete Story, David Newhouse and County for assistance and permission to dig out the blockage by 11-16-98

7. Tabled Business
   7.1 **Should GLA accept responsibility for maintenance of subdivision roads?** - D. Newhouse

   7.2 **Study guidelines for Tree removal** - P. Hoag

   7.3 **Write accounting procedures** - M. Scoble/P Keathley

8. New Business
   8.1 Welcome of new board members.

   8.2 Election of officers & changing of the guard.

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., December 7, 1998, Healing Wings
11. Adjournment

Glastonbury Landowners Association Budget

Income	1998 Projected
Dwelling Assessment	$22,080.00
GAV Assessment	$4,410.00
Land Assessment	$34,920.00
Sub Total	**$61,410.00**
Pre 1998 Assessments	$44,273.00
1998 Interest	$800.00
Total	**$106,483.00**

Expenses	
Liability Insurance	$4,700.00
Secretarial	$540.00
Office Supplies	$800.00
Postage	$500.00
Professional Fees	$1,050.00
Architectal Review	$650.00
Road Maintenance	$23,680.00
Snow Removal	$9,600.00
Magnesium Chloride	$9,000.00
Weed Control	$4,000.00
Total	**$54,520.00**

Land Use Master Plan Budget 1999	
Printing & Mailing	$3,000.00
Architect & Planner	$17,000.00
Misc. Expenses	$1,000.00
Hall Rental & Phone	$500.00
Total	**$21,500.00**
GLA Planning Fund* [4]	**$21,670.00**

Income	1998 Actual (as of 11/3/98)
Dwelling Assessment	$15,837.70
GAV Assessment	$4,410.00
Land Assessment	$25,679.69
Sub Total	**$45,927.39**
Pre 1998 Assessments	$13,299.44
1998 Interest* [1]	$733.86
Sub Total	**$59,960.69**
Fee Simple Upgrade* [2]	$27,082.00
Church Road Settlement* [3]	$12,162.00
Total	**$99,204.69**

Expenses	
Liability Insurance	$4,699.16
License & Taxes	$10.00
Office Supplies	$1,231.24
Postage	$778.11
Professional Fees	$1,888.88
Road Signs	$55.00
Road Maintenance	$20,864.70
Snow Removal	$1,946.93
Road Inspection Report	$993.34
Sickle	$750.00
Petty Cash	$76.10
Fax Machine	$70.00
Weed Control	$753.00
Total	**$34,116.46**

Income	1999 Projected
Dwelling Assessment	$22,080.00
GAV Assessment	$4,410.00
Land Assessment	$34,920.00
Sub Total	**$61,410.00**
Pre 1999 Assessments	$25,000.00
1999 Interest	$1,500.00
Sub Total	**$87,910.00**
Fee Simple Upgrade	$2,500.00
Church Road Settlement	$12,162.00
Total	**$102,572.00**

Operating Expenses	
Liability Insurance	$4,700.00
License & Taxes	$10.00
Office Supplies	$1,000.00
Postage	$700.00
Professional Fees	$4,000.00
Road Maintenance	$39,320.00
Snow Removal	$9,600.00
GLA Manager	$7,500.00
Weed Control	$3,000.00
Sub Total	**$69,830.00**

Capital Expenses	
Emergency Fund	$30,000.00
Road Improvement Expense from C.U.T. Settlement	$25,000.00
Sander	$4,000.00
Fire Water Reservoir	$5,000.00
Total	**$133,830.00**

**1.) 3.3% Interest *2.) In order to help the GLA with its startup costs, C.U.T. agreed to share the income from the Fee Simple Upgrades. This is a one time income. *3.) Prior to turning over its responsibilities to the GLA, C.U.T. agreed to pay for finishing certain road construction projects. This is a one time settlement paid in 2 installments. *4.) These funds are managed by C.U.T. and are only allocated for Land Use Master plan expenditures.*

Glastonbury Landowners Association 1998 Assets (11/3/98)

Assets	
First Interstate Checking	$2,105.44* 1
Petty Cash	$65.36
First Interstate Savings	$74,733.86
Sub Total	**$76,904.66**
Accounts Receivable	$46,462.46
Total	**$123,367.12**

1.) On 1/1/98 the opening balance in our GLA checking account was $11,816.51

FIRST AMENDMENT TO BYLAWS
OF
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

THIS AMENDMENT is made and adopted this 16th day of November, 1998, by the Board of Directors of the Glastonbury Landowners Association, Inc., pursuant to a 51% majority vote of the Association membership in favor of such amendment at the Annual Meeting of Members held November 14, 1998.

WHEREAS, a discrepancy has been called to the Board's attention between the definition of "Membership Interest" and voting procedures in the Declaration of Covenants for the Glastonbury Community and that definition and those procedures in the Bylaws for this Association; and

WHEREAS, Article XII, D, of the Bylaws expressly provides that in such case of conflict, the Covenants shall control; and

WHEREAS, Article XII, A, of the Bylaws provides for amendment to the Bylaws upon motion by the Board and approval of a 51% majority vote of the Members in good standing;

NOW THEREFORE, for the purpose of eliminating the conflict between the Covenants and Bylaws on these issues, the following two-part amendment to the Bylaws has been proposed by the Board, voted approved by the Members, and is hereby adopted:

1. Article IV, B, of the Bylaws is hereby amended to read in its entirety as follows:

"B. **Membership and Membership Interest Run With the Land.** The rights, privileges, duties and responsibilities of membership in the Association (referred to herein as a "Membership Interest") shall be as defined herein and as in the Covenants and shall run with title to the property and any qualifying portions thereof. Each Membership Interest shall be entitled to one (1) vote as defined in the Covenants.

Each of the following separated units of property, whether held by one or more than one landowner, shall constitute a separate and distinct Membership Interest that is entitled to one vote and to all other rights, privileges, duties and responsibilities as set forth in the Covenants and in these Bylaws:

a. A parcel (as defined in Section 3.22 of the Covenants);
b., An undivided tenancy-in-common interest in a parcel existing as of the effective date of the Covenants, whether owned individually or in joint tenancy; and
c. A condominium unit.

One Member of the Association may hold and exercise the entitlements of multiple Membership Interests."

2. Article V, F, of the Bylaws is hereby amended to read in its entirety as follows:

"F. **Voting.** Each member in good standing as defined in the Covenants, or any person designated by them to act as proxy on their behalf (who need not be a Member), shall be entitled to cast the vote(s) appurtenant to the Member's Membership Interest(s) at all meetings of the Members. For purposes of tabulating the written vote and consent of the Members of the Association, it is hereby provided that:

1. Each Membership Interest is entitled to one vote;
2. A Member may hold more than one Membership Interest and shall have a separate vote for each such interest;
3. The Association shall be entitled to rely on the acts of one joint owner of a Membership Interest which shall be conclusive as to that Membership Interest and binding upon the other joint owners. In the event the Association is made aware by written notice that the joint owners of a Membership Interest cannot agree as to how the vote of the Membership Interest should be cast, the Association may, in its discretion, grant each joint owner a fractional voting interest in proportion to his or her ownership interest, or may disregard the vote of such Membership Interest entirely;
4. If the total number of qualifying votes equals or exceeds fifty-one percent (51%) of the total Membership Interests of the members in good standing who cast votes at the meeting, the vote shall be effective and shall have passed."

KNOW ALL MEN BY THESE PRESENTS, that the Board of Directors of Glastonbury Landowners Association, Inc. has duly approved the foregoing Amendment to the Bylaws of said Association, and that the same shall be attached to and made a part of such Bylaws, effective as of the date first above written.

Patrick Wolberd, President

ATTEST:

Joan Murphy
Secretary

WAIVER OF NOTICE

MEETING OF BOARD OF DIRECTORS

OF

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

We, the undersigned, being the Board of Directors of the Glastonbury Landowners Association, Inc., a corporation organized and existing under the laws of the State of Montana, DO HEREBY WAIVE NOTICE of the time and place of a regular meeting of the said Board of Directors and of the business to be transacted, whether provided by statute or otherwise.

We designate, Monday, November 16, 1997, at 7:00 p.m., as the time and Healing Wings offices in Emigrant, Montana as the place of the meeting of said Board of Directors, the purpose of said meeting being for the transaction of such business as may be necessary or advisable for the corporation to carry on its contemplated business. And WE DO HEREBY WAIVE all the requirements of the laws of the State of Montana, both as to notice and publication thereof of the time, place and object of the meeting; and WE DO CONSENT to the transaction of such business as may come before the said meeting.

Dated: November 16, 1998

Andrew Field

Philip Hoag

Daniel Kehoe, Sr.

Glastonbury Landowners Association, Inc.
Waiver of Notice
November 16, 1998

Daniel Kehoe, Jr.

Linda Kremer

Joan Murphy

David Newhouse, Sr.

Eric Newhouse

Maria Scoble

Patrick Wolberd

Walter Wunsch

Horus Brailsford

PROXY

I, Daniel J. Kehoe, Sr., hereby allow Joan "The Power" Murphy to cast my votes on all issues brought up for vote at the meeting of the Glastonbury Landowners Association (GLA) to be held on November 16, 1998.

Daniel J. Kehoe, Sr.

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Glastonbury Landowners Association
Board of Directors Meeting

Minutes
December 14, 1998

1. Call to Order, Prayer

The meeting was called to order at 7:15 p.m., by Daniel Kehoe, Jr. at Healing Wings Office, Emigrant. Invocation was given by Daniel Kehoe, Jr.

PRESENT: Daniel Kehoe, Jr. (President), Maria Scoble (Treasurer), Joan Murphy (Secretary), Linda Kremer, David Newhouse, Sr., Eric Newhouse, and Patrick Wolberd. Walter Wunsch present by proxy.

ABSENT: Horus Brailsford, Andrew Field, and Philip Hoag.

2. Reading and Disposition of Minutes

Minutes of November 2, 1998 approved. Minutes of October 26, November 14, and November 16, 1998 approved with corrections.

3. Order of Business

No change made in order of business.

4. Reports of Officers and Committees

4.1 Treasurer's Report – Maria Scoble, Treasurer

Approximately $75,000 total in the bank accounts.

1) $60,000 in money market fund account
2) $5,000 in checking account
3) $10,000 in C.D.'s purchased 12-14-98

Andrew Kramer's request for adjustment on his assessments. Maria Scoble advised him there would be no adjustment made.

Josephine Stark's letter to the G.L.A. regarding Parcel #23, S.G. assessments (Green Barn) was read (see attached). Maria Scoble to write Josephine Stark acknowledging receipt of letter.

4.2 Finance Committee Report – Maria Scoble, Chair

No follow-up as yet on past due accounts.

Maria Scoble moved and Daniel Kehoe, Sr. seconded that the G.L.A. pay Cynthia Murphy $25 to type each set of Board minutes. Passed unanimously.

4.3 Architectural Subcommittee Report – Andrew Field, Chair

James Mason's request to place a mobile home on Parcel #7, N.G. for a two-year period was introduced and explained by Patrick Wolberd. The Board recommended that the Masons wait until the LUMP is approved as the wording in the plan is more favorable to their request than the present mobile home requirements. Patrick Wolberd to contact James Mason.

Kremer's subdivision #18, S.G. submitted for final approval by G.L.A.

Gillet request for approval of subdivision Parcel #70, S.G. was discussed. Daniel Kehoe, Jr. explained to the Board that the G.L.A. cannot require a ten acre minimum for subdivisions in high South Glastonbury on the sales that were transacted before the Master Plan goes into effect.

Scott and Ranttalo building projects in North Glastonbury. Architectural Subcommittee forms for construction projects have not been submitted. Eric Newhouse will follow-up with Ian Scott. Joan Murphy to send a letter to Paul Ranttalo.

4.4 Road Committee Report – David Newhouse, Sr., Chair

David Newhouse, Sr. reported that Richard Johnson purchased and installed snow fences in South Glastonbury. Cost was $570. Since the Board had approved expenditure of up to $1,000, approval was given to repair snow fences on Arcturus and install snow fences and posting around power boxes.

A sander was purchased and installed on David Newhouse's truck.

Patrick Wolberd moved and Dan Kehoe, Sr. seconded to authorize the Road Committee to pay $30 per hour for road sanding services. Passed unanimously.

The three-way stop signs at entrance to G.A.V. have not yet been installed.

Snow drifts on Dry Creek road. Patrick Wolberd moved and Dan Kehoe, Sr. seconded that the G.L.A. Board negotiate with the County to have the County purchase fencing and the G.L.A. would put up and take down the fencing seasonally. Passed Unanimously. David Newhouse to follow up with County.

William Pitt requested that if ever his snow plow is not adequate to plow his road, could he be plowed out by the G.L.A. since he has helped plow South Glastonbury roads without receiving payment for his services. The Board recommended he contact Walter Wunsch regarding his request. Patrick Wolberd moved and Dan Kehoe, Sr. seconded that David Newhouse instruct William Pitt to submit proof of insurance to the Board and he would then be accepted as a contractor to plow roads. Passed unanimously.

David Newhouse to call Walter Wunsch regarding plowing in South Glastonbury.

4.7 Land Use Master Plan Advisory Committee – Daniel Kehoe, Jr., Chair

Joan Murphy moved and Dan Kehoe, Sr. seconded that the G.L.A. pay the expenses for the printing and mailing of the LUMP and be reimbursed from the Glastonbury Special Account at a later date. Passed unanimously.

Daniel Kehoe, Jr. distributed copies of the LUMP to Board members (see attached) and reviewed changes from previous draft.

6. Unfinished Business

6.1 Philip Hoag contacted John Glover regarding filing liens when assessments are owed and is waiting for answer. (Eric Newhouse gave report.)

6.4 Defining a valid operator's or driver's license – Patrick Wolberd

Resolution completed (see attached).

6.7 G.L.A. paid manager/administrative assistant duties would include: Attending Board meetings; take and type minutes; draw up agenda for meeting; distribute notice of meetings and other material to Board members; be a liaison with County and Church; accept phone calls and mail copies of covenants, etc. when requested; check the recorder's office for new landowners. Good computer skills required. Joan Murphy to follow up.

The Board also considered having a pool of people available to review construction projects. Suggested names for this position: William Smith, Eric Newhouse, and James Healy. The G.L.A. would charge the builder a fee which would be paid to the person reviewing the project. Proposed fees: $50 for small project (home); $250 for condominiums, etc.

6.8 How to identify new property owners – Joan Murphy

Check with County Recorder's office monthly.

8. New Business

Patrick Wolberd expressed a concern that the community might polarize over the withdrawal of some members from C.U.T. and the negative response they have received from other members. Patrick Wolberd to follow up.

10. Next Meeting – Monday, January 11, 1999, Healing Wings.

11. Adjournment – 10:25 p.m.

1998-12-14_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

AGENDA

December 14, 1998

1. Call to Order, Opening Prayer (and waiver of notice if required)

2. Reading and Disposition of Minutes

3. Order of Business

4. Reports of Officers and Committees
   4.1 Treaurer's Report - Maria Scoble, Treasurer

   4.2 Finance Committee Report - Maria Scoble, Chair
   FOLLOW-UP: M. Scoble/R. Varkevisser - Follow-up with landowners who have past due assessments

   FOLLOW-UP: J. Murphy - Send Covenants to title companies re filing of liens on past due assessments.

   4.3 Architectural Subcommittee - Andrew Field, Chair
   PROJECTS FOR REVIEW:
   JAMES MASON's request to put mobile home on Parcel 7, N.G.

   FOLLOW-UP: D. Kehoe - Coordinate the incorporation of Community of Glastonbury Policies & Standards for Subdivisions including Section 4.4 Installation of Utilities with P. Hoag.

   FOLLOW-UP: A. Field/E. Newhouse - draft and send letter to Jean-Louis Gillet regarding Subdivision of Parcel 70 S.G.

   FOLLOW-UP: A. Field - J. Kozlik/Hansard project on Parcel 81 S.G.

   4.4 Road Committee Report - David Newhouse, Chair
   FOLLOW-UP: David Newhouse - Contact Richard Johnson to install snow fences

   FOLLOW-UP: David Newhouse - Purchase and installation of a sander.

   FOLLOW-UP: David Newhouse - Purchase necessary signs for Aries/ Sirius intersection

   4.5 Nominating Committee - Joan Murphy, Chair

   4.6 Complaint Committee - Joan Murphy, Chair

   4.7 Land Use Master Plan Advisory Committee - Daniel Kehoe, Jr., Chair

4.8 Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

5. Ombudsman Report, Regina Wunsch (S.G.) and Margaret Newhouse (N.G.)

6. Unfinished Business
   6.1 Filing Liens when assessments owed - P.Hoag
   FOLLOW-UP P. Hoage - Contact John Glover regarding filing of liens for over due assessments

   6.2 Forming a welcoming Committee for new GLA Members and New Homeowner Notification & Greeting Procedure - P. Wolberd/J. Murphy by January 11, 1999

   6.3 (Moved to Road Committee) Signs for Aries/Sirius intersection, etc.

   6.4 Defining a valid operator's or driver's license
   FOLLOW-UP: P. Wolberd/J. Murphy - Sign off on resolution and send copy to the parties who brought the matter to the Board by 12/14/98

   6.5 Noxious Weed Committee Formation -
   J. Murphy and H. Brailsford volunteered to be co-chairs for this committee

   6.6 Visitor Presentation Format - J. Murphy
   This item merged with 6.2

   6.7 GLA paid Manager Consideration - J. Murphy
   FOLLOW-UP: ALL Board Members to bring suggestions for position and duties involved

   6.8 How to identify new property owners - J. Murphy

   6.9 Fridley Creek blocked
   FOLLOW-UP: Svend Anderson

7. Tabled Business
   7.1 Should GLA accept responsibility for maintenance of subdivision roads? D. Newhouse
   7.2 Study guidelines for tree removal - P. Hoag
   7.3 Write accounting procedures - M. Scoble

8. New Business

9. Open Floor Comments

10. Next Meeting - Monday, 7:00 p.m., January 11, 1998, Healing Wings

11. Adjournment

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GLASTONBURY LANDOWNERS ASSOCIATION
% Joan Murphy
P. O. Box 312
Emigrant, Montana 59027
333-4792

DATE 12/12/98

P. O. #

QUANTITY	DESCRIPTION	AMOUNT
140	Land Use Master Plan - Glastonbury South, 8.5 x 11 20# Bond White, 41 originals, copied on 1 side Collated / Stapled, Customer Stock	229.60

Sales Rep: Val
Taken by: Val
Account Type: Charge

Notification: none
Wanted: Mon 12/14
Land Use Master Plan - Glastonbury

SUB-TOTAL	229.60
TAX	
SHIPPING	
TOTAL	229.60

RECEIVED BY:

TERMS: NET 30

X _____

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GLA 00666

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DATE 12/12/98

Sold To
GLASTONBURY LANDOWNERS ASSOCIATION
% Joan Murphy
P. O. Box 312
Emigrant, Montana 59027
333-4792

P. O. #

QUANTITY	DESCRIPTION	AMOUNT
150	Land Use Master Plan - Glastonbury North, 8.5 x 11 20# Bond Work to Collate, printed on 1 side Collated / Stapled / Customer Stock	246.00

Sales Rep: Val
Taken by: Val
Account Type: Charge

SUB-TOTAL	246.00
TAX	
SHIPPING	
TOTAL	246.00

RECEIVED BY:

TERMS: NET 30

X

PLEASE PAY FROM THIS INVOICE!

Invoices not paid when due are subject to a late charge of 1.5% per month (18% per annum) or the highest rate permitted by law. Minimum finance charge is 50¢ per month.

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Thank You!

Your Patronage Is Sincerely Appreciated.

Glastonbury Landowners Association
Land Use Master Plan Committee
P. O. BOX 499
EMIGRANT, MT 59027

December 15, 1998

Dear Landowner:

Enclosed please find the preliminary draft of the Community of Glastonbury Land Use Master Plan. Members of the Master Plan committee will soon be holding a neighborhood meetings to get your suggestions and answer your questions. Please read this Master Plan carefully in preparation for your neighborhood meeting.

Our target timeline for completing the neighborhood meetings and mailing the modified draft for review is early February. A general meeting for a community review of the modified draft is planned for the third week of February. ultimately, the GLA Board plans to hold a membership meeting to vote on the Master Plan by early March.

As you review the Master Plan, you will find two major areas that conceptualize a the unifying philosophy and vision: the Residential Area; and the Village Center. These areas have different needs and slightly different philosophies governing their development. In the Residential area, we build a vision by taking into account what development is already in place and what standard to adopt to get where we want to go as a community. By establishing a standard and design for the Village Centers, we attract developers who are magnetized to our spirit and vision.

The residential density schedules, shown in Section 3.8, are based on the topography and location of the parcels. The highest density areas are those with the best road access and amount of buildable land.

The design standards for the Village Center give physical definition to the vision and philosophy of the community and maintain and improve property values. At present two designs themes have been offered: Western Contemporary in Glastonbury North and Alpine in South. Generally these design elements are already to be found in Glastonbury North and South, respectively.

The Restated Covenants adopted the original Glastonbury Process Review Committee standards until superseded by the Master Plan or rules of the GLA. The Master Plan's Section 5 is the main three standards brought up to date. Since Park County basically adopted Glastonbury's road standard, we have eliminated them from the Master Plan.

Please thoughtfully read through this document and mark it up and bring your marked up copy to the neighborhood meeting. We value everyone's insight and forethought and look forward to the neighborhood meetings. Out of town landowners may mail their marked up pages to the GLA to the above address.

On behalf of the GLA Board and the Master Plan Committee,

Daniel Kehoe, Jr.

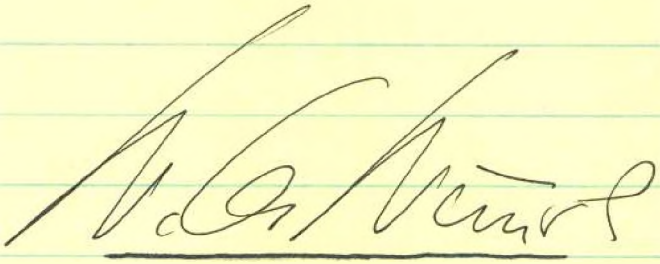
Land Use Master Plan 12-15-98 (40 pages)

See above document in Master Plan Historical Files

I, Walter Wunsch, give my proxy

for the GLA Board meeting of 12-14-98

to Joan Murphy



Walter Wunsch

1999

TELEPHONE TREE

To: Residents of North and South Glastonbury
From: The Glastonbury Landowners Association

The Glastonbury Landowners Association has an opening for an Administrative Assistant for 10 hours per week, payable at $10.00 per hour. This position would include attending GLA Board meetings, taking minutes of the meetings, handling correspondence and the paper flow of the organization and would include other such reasonable duties of an Administrative Assistant. Adaptability to changing circumstances and a sense of humor is helpful. Please respond by faxing your resumé to 333-4581 or mailing it to Glastonbury Landowners Association, P.O. Box 312, Emigrant. If you would like further information, please call Joan Murphy at 333-4792.

1999

April, 20, 1999

Glastonbury Landowners Assoc.
Board of Directors
P.O. Box 312
Emigrant, MT 59027

I would like to apply for the administrative position that was announced via telephone tree this week. Since I work at home and my schedule is very flexible, I could be available on an as-needed basis. I could arrange to be available pretty much any time with minimal notice.

As you can see on the attached resume I have office and administrative experience but only minimal computer experience. I feel I could learn what is required in this area fairly quickly.

Thank you for your consideration.

Sincerely,

Eileen Alexander

Eileen Alexander
333-4786

1999

R E S U M E

E I L E E N A L E X A N D E R

ADDRESS: P.O. Box 1633
Emigrant, MT 59027

Phone: (406) 333-4786

EDUCATION:
Graduated 6/60 - Alemany High, San Fernando, CA
9/60 - 6/61 - L.A. Valley College, Van Nuys, CA
8/61 - 5/63 - U.C.L.A. - Liberal Arts

WORK EXPERIENCE:

6/90 to present — SELF EMPLOYED - AGRICULTURAL

Currently I am involved in raising Dairy Goats for sale. I also raise orphan lambs on the surplus milk and make cheese for sale at our community Farmers' Market in the summer.

12/86 to 6/90 — Living in Longmont, Colorado
Not employed outside home.

9/78 to 12/86 — LOS ANGELES UNIFIED SCHOOL DISTRICT
TRANSPORTATION BRANCH

I started with the school district as a school bus driver. After a year I became an assistant Area Bus Supervisor and later an Area Bus Supervisor. Area supervisors are responsible for 30 to 50 bus routes and drivers. They maintain an area office; keep work records; make work assignments; interface with school personnel and parents and do whatever else is needed to keep the operation running smoothly. For 2 years I was a Transportation Inspector. In this position I handled complaints, made investigations and submitted a written report with recommendations for resolving the problem to the Director of Transportation. I left this position when our family moved to Colorado for my husband's job.

Prior to my employment with the school district I was occupied with raising 3 children.

1999 EXPENSES / INCOME

SNOW PLOWING	GRADING	ROAD MATERIAL	ADMIN	LAWYER	SECRETARY	ACCOUNTING	MAINTANCE	INCOME	MEETING ROOM	INSURANCE
1982.5	1235	5037	13.19	81.6	25	75	28.64	1166.14	20	4583.53
300	3087.5	31500	20.56	91.05	45	253.24	558	13817.76	20	
380.1	**1397.5**	1000	24	12.5	25	174.34	75	3017	20	
532.5	490		27		50	192.33	600	5426.97	20	
710.1	9110		23.33		60	153	150.7	6938.33	20	
360	9110		73.97		98.93	82.72	72	6270	20	
	585		22.4		200	152	641.24	3582.73	40	
			50.25		225	88.55	75	3188.4	20	
			10		100	69.55	1043.49	1380	20	
			40		100	176.75	658.13	1830	20	
			40		100	280.54		6738.69	75	
			226.45		350			1760.5	20	
			60		105			2656.26	20	
			89.36					3923.83	20	
			58.39					2840.26	20	
			180					4325.94		
			27.98					2097.18		
			67.02					15000		
			79.51					612.27		
			225					380		
			125					5574.4		
			173.29					2958.26		
			50.25					286.25		
			23					286.25		
			54.23					1180		
			67.32					500		
			103.67					273		
			100							
			67							
			37.6							
			57.25							
4265.2	25015	37537	2159.77	185.15	1483.93	1698.02	3902.2	98010.42	375	4585.53

GLA 00674

GLA 00675

2000 EXPENSES / INCOME

SNOW PLOWING	GRADING	ROAD MATERIAL	ADMIN	LAWYER	SECRETARY	ACCOUNTING	MAINTANCE	INCOME	MEETING ROOM	INSURANCE
300	520	2640.24	24	50	105	364.32	54.5	740	20	4550.53
105	10030	8367.59	160	43.75	230	80.07	620	705	20	
520	2547.5	15360	43.64		135	70	1000	2555	20	
490	480	1962.2	50		70.5	214.08	1000	3730	75	
253.4	10500	701.98	500		120	50	977.5	2800	20	
70	330.45		75		55.25	108.25	40	4203	20	
201.25	1895		64		90.5	254.99	120	292.2	75	
175	1605		100		100	237.42	120	2030		
52.5	3015		120		210		525	2132		
262.5	5760		117.64		112.42		1600	4482.06		
218.75	1440		72		100		537.5	2077.74		
200	3506.24		160.88		100		1121.25	700		
160	960		95.91		275		36.38	1935		
	3350		97.6		70		37.25	2019.49		
	1965		266.39				35.5	568		
	4200						260	1948.77		
	674.9						676	560		
							12.25	1250.97		
							12.5	2239		
							100	120		
							299.58	1153		
							35.5	1215		
								2288.76		
								1622.8		
								6174		
								600		
								783.81		
								1440		
3008.4	52779.09	29032.01	1947.06	93.75	1773.67	1379.13	9220.71	52365.6	250	4550.53

Misc. Items —
May be attachment
to 1999 Items

Dear Glastonbury Landowner,

It has come to the attention of the Glastonbury Homeowners Association that you have knap weed growing on your property. It is the policy of the Glastonbury Homeowners Association to actively promote weed control in the community. The association pays to have the community road easements sprayed annually to control knap weed. Some property owners in the community have aggressively worked control knap weed on their properties and others have neglected the problem. It makes it very hard for those trying to control the weed if their neighbors are allowing the weed to proliferate because the seed is spread by the wind.

There is a Park County Ordinance mandating noxious weed control that includes fines for non-compliance. The Glastonbury covenants also mandate the control of noxious weeds. We would like you to have the knap weed infestations on your property sprayed by a qualified weed control person. Many residents have had good results with Dan Skattum whose phone number is 222-0983. Other licensed weed control people are listed in the yellow pages.

Please get back with us within 14 days with a plan as to when and who will be dealing with the weed problem on your property. If we do not hear from you in 14 days we will refer the problem to the County's attention for action.

We also understand that some adjoining non-Glastonbury landowners have infestations of knapp weed that are causing seed to be blown onto Glastonbury properties. This problem is out of the Homeowners jurisdiction. If you live adjacent to any such landowner we do suggest you to personally contact these landowners and encourage them to control the weeds adjacent to you. If you feel they are not responding we encourage you to refer the problem to the County for action.

Glastonbury Landowners Association
P. O. BOX 312
EMIGRANT, MT 59027

October 30, 1999

Thomas Mosser
P. O. Box 12
Emigrant, MT 59027

Dear Thomas:

Thank you for your efforts towards getting Story Road paved. The GLA was not in a position to meet the time frame necessary to utilize the contract you had developed with the paving company. In our informal discussion with he other participants in the project, we understood that they were not ready to move forward either.

In the interim since our last discussion, several members of the GLA Board have met with the other funding parties and a Park County representative. In our discussion, we found that the plan the paving companies had bid on was more ambitious than either the parties or the County had envisioned. A scaled back plan was agreed upon by the parties involved. I'm not sure where the misunderstanding developed between the funding parties' intention for paving and the vision you held for the paving and various other projects. This unfortunate development led to a plan being presented that was not of the parties' original intent and left the GLA no other choice but to decline involvement on the terms presented.

Once again, on behalf of the Glastonbury Landowners Association, Inc., I thank you for the hours you have devoted to this project. I regret any miscommunications that we may have had that led to the circumstances we have experienced.

Sincerely,
Glastonbury Landowners Association, Inc.

Daniel Kehoe, Jr.
President

cc: Sean Murphy
Mike Grove
Peggy Keathley
Murray Steinman

Glastonbury Landowners Association
Road Committee 1999/2000 Road Maintenance & Improvement Plan

The board of directors approved a proposal to participate in the cost of paving Story road in a cooperative venture involving Glastonbury Landowners Association ($15K), Church Universal and Triumphant ($15K), Park County (Roadbed widening and topping, culvert installation, and grading), First National Bank of the Rockies ($10K), Murphy Mobile Home Park ($15K), Avalon Assisted Living Facility ($15), and others ($5K). This project was completed on November 11, 1999, at a price of $75,000 plus the County's roadbed improvement.

In conjunction with the $15,000 Story road improvement, the GLA committed to a $15,000 road improvement at problem areas on Dry Creek road and other major entry arteries to South Glastonbury.

This past year the Road Committee has also been researching road surface binder products to find the longest lasting and most economical road surface treatment products to reduce washboarding, potholes and dust problems. This process has taken longer than expected. While researching and testing an alternative treatment product, we have engaged in a low cost minimal maintenance program which has resulted in the the poor quality road surface we have all been tolerating this past year. If we do not have an improved product identified before Spring, 2000, we will return to the use the magnesium chloride product used in previous years.

The plan is to start an intensive maintenance program early in Spring of 2000 treating the main arteries of North and South Glastonbury. This will involve approximately 13 miles of the 26 miles of Glastonbury roads at a cost of roughly $91,000 ($7K per mile).

The current cash in the bank is in excess of ~~$112~~ 107,000. This leaves a ~~$21~~ 30,000 buffer plus the year 2000 income to cover the necessary routine road maintenance and other expenses necessary to operate our association.

will leave about $20,000 in Contingency fee

Catherine Mansaw
P.O. Box 343,
Emigrant MT 59027

G.L.A.
P.O. Box 312
Emigrant MT 59027

September 28 1999

Dear Board Members,

I am writing with regard to the dangerous curve in the road by the gravel pit in North Glastonbury. Today, Frances Lichner, who works for us, was rushing home travelling east when her car rolled over at this location. She was absolutely clear that it was her own fault for speeding and blamed no one else for the accident. Some time ago, I was personally involved in a near miss while travelling east in this location and would have been the one at fault had that incident ended with a collision. I was deeply shaken, especially since my children were with me in the car. Since that time, I always exercise particular caution at this part of the road. Unfortunately, those who do not reside in Glastonbury do not have experience to rely on and they may not slow down. Furthurmore, there are a number of younger drivers who at times, drive with nothing short of recklessness. In my opinion they pose a significant danger to others on the road particularly in dangerous spots like this curve. I am also seriously concerned about the fact that often the afternoon sun is directly in a drivers eyes when traveling west by the gravel pit making it very difficult to see an approaching vehicle and react in time. I would point out that right now there is barely room to take evasive action.

Clearly I am not a road builder but it seems obvious to me that some improvements could be made. I would like to see the road widened at least so that there is room for some evasive action to be taken if necessary. Perhaps this part could be paved to eliminate the danger posed by shifting gravel. At this point in time there is not even a sign indicating that a more than ordinary danger exists. Nor is there a sign designating a speed limit here. I don't know the financial costs that would be involved to improve the road but it seems to me that a comparitively little amount of money spent now could save an enormous personal cost in someone's ruined life in the future. I believe this is a compelling enough reason to take immediate action but there are other considerations.

When Wayne helped Per tow the car away, he told me that the washboard was terrible there. I am not an attorney, but I have heard of lawsuits such as a poacher successfully suing a landowner because he fell in a hole and broke his ankle. It didn't matter that he was trespassing on private property. The court held that the landowner was liable and should not have left dangerous holes on his property because he should have known someone could hurt themselves in them! Similarly, it may not matter that someone was speeding at this location. It may be that the lack of warning of danger and even the poor condition of the road itself could make the G.L.A and consequently, all of us landowners, liable.

I feel very sad about what happened to Frances this morning. Such news makes me acutely aware of how vulnerable we human beings can be. Who has not found themselves behind the steering wheel in a hurry for some seemingly important reason at some time in their life? Fortunately for Frances, she was able to crawl out of her car and walk away, next time someone may not be quite so "lucky".

I have been concerned about this dangerous curve for some time but I didn't do anything about it. I am angry with myself that I did nothing. It took this accident for me to take the small action of writing this letter asking you to make the necessary improvements. I tend to look on the bright side, but in this case I feel that there is a high possibility that a terrible accident could happen here and frankly, it won't matter who is at fault. What will matter is that someone could be seriously hurt or even killed. It seems to me that there are more than enough reasons to correct this situation, and with the winter coming up, I would hope sooner rather that later.

Yours sincerely

Catherine Mansaw

Catherine Mansaw

Notice Of Meeting of Board of Directors

Of

Glastonbury Landowners Association

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on November 11, 1999 at 7:00 PM at the Healing Wings, Emigrant, Montana.

Dated 11-05-99.

By: Julie M. Brennan
Daniel J. Kehoe, Jr./Julie Murphy Brennan
President/Executive Assistant

Notice Of Meeting of Board of Directors

Of

Glastonbury Landowners Association

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on October 18, 1999 at 7:00 PM at the Healing Wings, Emigrant, Montana.

Dated 10-13-99

By: _____
Daniel Kehoe, Jr.
President

1999-01-11_BDGN.pdf

Gastonbury Landowners Association
Board of Directors Meeting

Minutes
January 11, 1999

1. Call to Order, Prayer

The meeting was called to order at 7:12 p.m., at Healing Wings Office, Emigrant, MT, by Daniel Kehoe, Jr. Invocation was given by Laurel Matthews.

PRESENT: Daniel Kehoe, Jr. (President), Maria Scoble (Treasurer), Dan Kehoe, Sr., Eric Newhouse, Walter Wunsch, Andrew Field and Philip Hoag. Patrick Wolberd, Joan Murphy (Secretary) and Linda Kremer were present by proxy.

ABSENT: David Newhouse and Horus Brailsford.

2. Reading and Disposition of Minutes

Minutes from the December 14, 1998 meeting were approved.

3. Order of Business

4.1 and 4.2 were delayed until the arrival of Roelof Varkevisser, assistant to Treasurer.

4.3 Architectural Subcommittee Andrew Field, Chair

PROJECTS FOR REVIEW:

Construction Projects:

Lisa Buford, Parcel 40, N.G. - Discussion at a later date.

Subdivisions:

Neil Kremer, Parcel 18, S.G. - Plat needs clarification.

Susan Gough, Parcel 38, N.G. - A. Field moved, E. Newhouse seconded to approve final subdivision. Motion passed unanimously.

Fred Morsell, Parcel 24, N.G. - A. Field moved, D. Kehoe, Sr. seconded to approve preliminary subdivision with the condition that newly constructed driveway

intersect Capricorn Drive at a 90 - degree angle. Motion carried unanimously.

Patricia Harth, Parcel 24, N.G. - A. Field moved, E. Newhouse seconded the motion to approve preliminary subdivision. Motion passed unanimously.

James Mason, Parcel 7, N.G. - P. Wolberd to follow-up with J. Mason request to place mobile home on Parcel 7, N.G.

Ian Scott - E. Newhouse will follow-up regarding application forms to be filled out for contruction project.

Paul Ranttalo, Parcel 30, N. G. - A. Field moved, E. Newhouse seconded preliminary approval for building project (house). Motion carried unanimously.

James Kozlik, Parcel 81, S. G. - J. Kozlik, being present at 1-11-99 meeting, was addressed by A. Field. A. Field asked J.Kozlik to commit to getting septic system worked out with county sanitarian, burying electric cable and solid foundation completed by a certain date. J. Kozlik agreed to follow these guidelines and submit in writing to Board.

Jean Louis Gillet, Parcel 70, S.G. - Taxes are not paid. Project needs further discussion.

4.1 Order of Business -Treasurer's Report Maria Scoble, Treasurer

Profit and Loss Statement, January through December 1998, was submitted, along with the Balance Sheet dated January 6, 1999. Copies of these documents are filed herewith. M. Scoble looked into matter with Josephine Stark, Parcel 23, S. G. and stated no payments have been made.

4.2 Finance Committee Report Maria Scoble, Chair

M. Scoble moved, A.Field seconded the motion to impose liens on property whose owners owe assessments prior to 1998 and are $500.00 or more, these liens to be filed with the County. Motion carried unanimously.

4.4 Road Committee Report David Newhouse, Chair

Three-way stop signs at entrance to GAV have not been completed.

E. Newhouse reported that D. Newhouse would like W. Wunsch to handle negotiations with the County re fencing for Dry Creek Road, S.G. Richard Johnson had been asked to take pictures of the conditions of drifting snow in the past.

W. Pitt - Proof of Insurance has not been received by D. Newhouse as yet. Board needs letter from agent stating W. Pitt is covered by his insurance for plowing.

Plowing in S. G. - W. Wunsch has authority to call Archie Mann if plowing is needed in S. Glastonbury, this to be coordinated with needs in N. Glastonbury.

4.6 Complaint Committee Joan Murphy, Chair

There was no report.

4.7 Land Use Master Plan Advisory Committee Daniel Kehoe, Jr., Chair

Plan has been mailed out. S. Glastonbury is all set up for meetings. N. Glastonbury is one-third completed.

4.8 Fire Water Reservoir Advisory Committee Walter Wunsch, Chair

Discussion will take place at a later date.

4.9 Noxious Weed Committee Formation H. Brailsford/ J. Murphy, Co-Chairs

Discussion will be addressed in March 1999.

5. Ombudsman Report Margaret Newhouse, N.G./ Regina Wunsch, S.G.

There was no report.

6. through 8. There was no discussion.

9. Open Floor Comments

There were no comments.

10. Next Meeting

Next Meeting will be Monday, February 1, 1999, 7:00 p.m., Healing Wings Office, Emigrant, MT.

11. Adjournment

Meeting was adjourned at 8:44 p.m.

Laurel Mae Matthews

Laurel Mae Matthews

Acting Secretary

1999-01-11_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

AGENDA

January 11, 1999

1. Call to Order, Opening Prayer (and waiver of notice if required)

2. Reading and Disposition of Minutes

3. Order of Business

4. Reports of Officers and Committees

4.1 Treasurer's Report - Maria Scoble, Treasurer
FOLLOW-UP: M. Scoble to follow up with letter to Josephine Stark regarding assessments on Parcel 23, S. G.

4.2 Finance Committee Report - Maria Scoble, Chair
FOLLOW-UP: M. Scoble/R. Varkevisser - Follow-up with landowners who have past due assessments

4.3 Architectural Subcommittee - Andrew Field, Chair
PROJECTS FOR REVIEW:

Construction Projects
Lisa Buford, Parcel 40, N.G.

Subdivisions -
Neil Kremer, Parcel 18, S.G.
Susan Gough, Parcel 38, N.G.
Fred Morsell, Parcel 24, N.G.
Patricia Harth, Parcel 36, N.G.

FOLLOW-UP: Patrick Wolberd to follow-up with James Mason regarding Mason request to place mobile home on Parcel 7, N.G.
FOLLOW-UP: Eric Newhouse to follow-up with Ian Scott regarding application forms to be filled out for construction project.
FOLLOW-UP: Joan Murphy to write letter to Paul Ranttalo regarding application forms to be filled out for construction project.
FOLLOW-UP: A. Field - J. Kozlik project on Parcel 81, S.G.
FOLLOW-UP: A. Field/E. Newhouse - draft and send letter to Jean Louis Gillet regarding subdivision of Parcel 70, S.G.

4.4 Road Committee Report - David Newhouse, Chair
FOLLOW-UP: D. Newhouse - Three-way stop signs at entrance to GAV
FOLLOW-UP: D. Newhouse - Negotiate with the County re fencing for Dry Creek Road, S.G.
FOLLOW-UP: D. Newhouse - Contact W. Pitt re proof of insurance
FOLLOW-UP: D.Newhouse - Contact W. Wunsch regarding plowing in S.G.

4.6 Complaint Committee - Joan Murphy, Chair

4.7 Land Use Master Plan Advisory Committee - Daniel Kehoe, Jr., Chair
Update on LUMP

4.8 Fire Water Reservoir Advisory Committee - Walter Wunsch, Chair

4.9 Noxious Weed Committee Formation - H. Brailsford/J. Murphy, Co-Chairs

5. Ombudsman Report - Regina Wunsch (S.G.) and Margaret Newhouse (N.G.)

6. Unfinished Business
6.1 Filing liens when assessments owed - P. Hoag
FOLLOW-UP: P. Hoag report to Board conversation with John Glover, attorney for GLA

6.2 Forming a welcoming Committee for new GLA Members and New Homeowner Notification & Greeting Procedure - P.Wolberd/J. Murphy by January 11, 1999

6.3 GLA paid Manager consideration
FOLLOW-UP: J. Murphy to contact Juanita Mountjoy about software program for job description

7. Tabled Business
7.1 Should GLA accept responsibility for maintenance of subdivision roads? - D. Newhouse
7.2 Study guidelines for tree removal - P. Hoag
7.3 Write accounting procedures - M. Scoble

8. New Business

9. Open Floor Comments

10. Next Meeting - Monday, _____

11. Adjournment

01/09/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Profit and Loss
January through December 1998

	Jan - Dec '98
Income	
Assessment Prior to 1998 Paid	14,408.33
Bond Account	1,000.00
Interest Income	1,369.24
Land & Dwelling Assessment	
Dwelling Assessment	17,361.57
Golden Age Village Assessment	5,880.00
Land Assessment	27,704.13
Total Land & Dwelling Assessment	50,945.70
Misc Income	4.00
Upgrade Fee	37,273.78
Total Income	105,001.05
Expense	
Equipment	3,945.00
Insurance/Liability	4,699.16
License & Taxes	101.37
Office Expense	
Copying & Mailing	676.27
Miscellaneous	200.55
Secretarial	195.00
Supplies	148.89
Office Expense - Other	1,371.99
Total Office Expense	2,592.70
Postage	1,037.86
Professional Fees	
Accounting	168.00
Legal Council/Service	170.00
Professional Fees - Other	1,528.88
Total Professional Fees	1,866.88
Rental	155.00
Repairs & Maintenance	
Equiment Repair	750.00
Snow Fences	934.43
Weed Control	753.00
Total Repairs & Maintenance	2,437.43
Road Repairs & Maintenance	
Grading & Graveling	21,684.70
Road Inspection & Report	993.34
Road Signs	125.00
Snow Plowing	3,277.50
Total Road Repairs & Maintenance	26,080.54
Total Expense	42,915.94
Net Income	**62,085.11**

Balance Sheet
All Transactions

	Jan 6, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank	70,000.00
First Interstate Bank	13,817.76
Total Checking/Savings	83,817.76
Accounts Receivable	
Accounts Receivable	-7,809.14
Total Accounts Receivable	-7,809.14
Total Current Assets	76,008.62
TOTAL ASSETS	**76,008.62**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Net Income	64,192.11
Total Equity	76,008.62
TOTAL LIABILITIES & EQUITY	**76,008.62**

BERG, LILLY, ANDRIOLO & TOLLEFSEN

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

MICHAEL J. LILLY
RICHARD J. ANDRIOLO
GIG A. TOLLEFSEN
RIENNE H. MCELYEA

DANIEL P. BUCKLEY
JOHN T. GLOVER, JR.

OF COUNSEL:
BEN E. BERG, JR.

ADVANCED TECHNOLOGY PARK
910 TECHNOLOGY BLVD.
SUITE A
BOZEMAN, MT 59718-6850

TELEPHONE (406) 587-3161
FAX (406) 587-3240

December 21, 1998

Glastonbury Landowners Association, Inc.
ATTN: Philip Hogue
P.O. Box 206
Emigrant, Montana 59027

RE: Assessment Liens

Dear Philip:

As we discussed, enclosed is a sample lien form. This form should be completed as applicable for a given parcel and recorded with the Park County Clerk and Recorder. After recording, notice by certified mail should be given to the affected landowner(s) and to any other party with an interest in the real property (prior lienholders). Please note that accounting for parcels which have been delinquent for many years will be tedious as each delinquent assessment will bear a penalty according to its amount and will accrue interest based on its date of delinquency.

Please call with any questions or if I can be of further assistance in this regard. Thanks.

Sincerely,

John T. Glover, Jr.

Enclosure

EXHIBIT "A"

Statement of Account:

NOTICE OF CLAIM OF LIEN

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Claimant,

vs.

DRAFT

_____,

Owner(s) or Reputed Owner(s).

KNOW ALL PERSONS BY THESE PRESENTS:

That the undersigned, Glastonbury Landowners Association, Inc. (the "Association") does hereby claim a lien for unpaid assessments plus penalties and interest against the following-described property:

_____

_____

_____

That the title of said property now stands in the name of _____, that he/she is now the owner or reputed owner of the above-described property.

That this lien is claimed pursuant to Section 11.06 of the Restated Declaration of Covenants for the Community of Glastonbury, dated September 26, 1997, on file and of record in the office of the Clerk and Recorder for Park County, Montana. Said Section provides for the creation of a continuing lien upon any parcel subject to said Declaration of Covenants for any assessment imposed by the Association which is unpaid when due.

That the assessment(s) established by the Board of Directors of the Association for the above-described property is/are in the sum(s) of:

(a) $_____ for the year 19___, and
(b) $_____ for the year 19___, and
(c) $_____ for the year 19___. *(ETC...)*

At the time of the filing of this lien, payment was delinquent on assessment (a) for a period of _____ months, on assessment (b) for a period of _____ months, *(ETC...)* The total amount due and owing for all delinquent assessments, together with interest and penalty thereon, as provided by the Declaration of Covenants is the sum of $_____. A true and correct account of said assessments is attached hereto, marked Exhibit "A" and is incorporated herein by

this reference. Said amount is now due and owing to Claimant after allowing all credits and offsets.

WHEREFORE, Glastonbury Landowners Association, Inc. has and claims a lien upon the aforesaid property, and hereby claims the benefit of the law relating to liens pursuant to Section 71-3-102(1), Montana Code Annotated.

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

By: _____

Its _____

VERIFICATION

STATE OF MONTANA)
: ss.
County of Park)

_____, being first duly sworn, deposes and says that he is the _____ of Glastonbury Landowners Association, Inc., that he has read the foregoing Notice of Claim of Lien, knows the contents thereof and that the facts and matters therein contained are true, accurate, and complete to the best of his knowledge and belief.

_____

Subscribed and sworn to before me this ____ day of _____, 199 .

Notary Public for the State of Montana
Residing at _____, Montana
[SEAL] My Commission Expires: _____

CERTIFICATE OF MAILING

I, _____, hereby certify that a true and correct copy of the foregoing Notice and Claim of Lien upon the following owners of record of the real property described in said

Lien was mailed on the _____ day of _____, 199__, by certified mail, return receipt requested, postage prepaid, addressed as follows:

_____

_____

_____

X_____

Subscribed and sworn to before me this _____ day of _____, 199__.

_____
Notary Public for the State of Montana
Residing at _____, Montana
My Commission Expires: _____

[SEAL]

this reference. Said amount is now due and owing to Claimant after allowing all credits and offsets.

WHEREFORE, Glastonbury Landowners Association, Inc. has and claims a lien upon the aforesaid property, and hereby claims the benefit of the law relating to liens pursuant to Section 71-3-102(1), Montana Code Annotated.

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

By: _____

Its _____

VERIFICATION

STATE OF MONTANA)
: ss.
County of _____)

_____, being first duly sworn, deposes and says that he is the _____ of Glastonbury Landowners Association, Inc., that he has read the foregoing Notice of Claim of Lien, knows the contents thereof and that the facts and matters therein contained are true, accurate, and complete to the best of his knowledge and belief.

_____

Subscribed and sworn to before me this _____ day of _____, 19__.

_____
Notary Public for the State of Montana
Residing at _____, Montana
(SEAL) My Commission Expires: _____

CERTIFICATE OF MAILING

I, _____, hereby certify that a true and correct copy of the foregoing Notice and Claim of Lien was mailed on the following owners of record of the real property described in said

To GLA Board,

The bearer of this proxy has the authority to represent me and vote on my behalf at the Board meeting of 1-11-99.

1-11-99

Jan 11, 1999

Re: GLA mtg.

I give my proxy to Dan Kilroe Sr. to vote for me in my absence due to illness.

God Bless —
Linda Kremer

Notes

I, Joan Murphy, give my proxy to Maria Scoble for the GLA Board meeting of 1-11-99.

Joan Murphy

NP946 Gallery Graphics Inc. Noel, MO 64854 ©MCMXCII

1999-02-01_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes
February 1, 1999

1. Call to Order, Prayer

The meeting was called to order at 7:15 p.m., at Healing Wings Office, Emigrant, MT, by Daniel Kehoe, Jr. Invocation was given by D. Kehoe, Jr.

PRESENT: Daniel Kehoe, Jr. (President), Joan Murphy (Secretary), Daniel Kehoe, Sr., Linda Kremer, Eric Newhouse, Patrick Wolberd, and Walter Wunsch. Maria Scoble was present by proxy.

ABSENT: Philip Hoag, Andrew Field, David Newhouse, Sr., and Horus Brailsford.

2. Reading and Disposition of Minutes

Minutes from the January 11, 1999 meeting were approved with an addition.

3. Order of Business

4. Reports of Officers and Committees

4.1 Treasurer's Report – Maria Scoble, Treasurer

In the absence of Maria Scoble, J. Murphy reported that the assessment invoices had been mailed on 1-11-99.

4.2 Finance Committee Report – Maria Scoble, Chair

J. Murphy reported that certified letters to landowners who have past due assessments would go out as soon as the letter is ready, probably in a week.

P. Wolberd requested that a copy of the lien letter be sent to Board members.

Not sure if this is 2/1/99 mins & pg 2-3

J. Murphy proposed that there be compensation for the four quarterly assessment mailings.

Action: W. Wunsch moved and P. Wolberd seconded that the Board compensate the mailing activity with a maximum of $40 per person for each mailing. Five votes in favor and two abstentions.

4.3 Architectural Subcommittee Report – Andrew Field, Chair

Request for preliminary approval of two subdivisions was noted:

Parcel #22 S.G. – Daniel and Patricia Costigan, et al.

Parcel #37 S.G. – Daniel Kehoe, Sr., et al.

P. Wolberd reported that he had given James Mason the Board's recommendation regarding his request to place a mobile home on Parcel #7 N.G.

Neil Kremer explained that the road into Lot B (Stuart Nelson's property) on Parcel #18 S.G. is not on the Plat because the road would then have to be brought up to County standards.

Eric Newhouse has the information regarding Ian Scott's building project and requested architectural forms be sent to him.

4.4 Road Committee Report – David Newhouse, Sr., Chair

W. Wunsch reported that snow fences for the lower portion of Dry Creek Rd. need to wait until a later date due to frozen ground.

W. Wunsch submitted a copy of a letter from W. Pitt's insurance company authorizing him to plow in South Glastonbury.

W. Wunsch informed the Board of the necessity of making the road sander available to both North and South Glastonbury.

4.5 Complaint Committee – Joan Murphy, Chair

4.7 Land Use Master Plan Advisory Committee – Daniel Kehoe, Jr., Chair

P. Wolberd moved and A. Field seconded that the Board approve the appointment of the LUMP committee members as requested. Motion carried unanimously.

4.3 Architectural Subcommittee Report – Andrew Field, Chair

Requests for preliminary approval of the subdivision of parcel #89 S.G. (William Pitt) and construction of a generator house on parcel #10 N.G. (Jack and Carla Baughman) were introduced by the secretary.

The following projects were presented by A. Field for approval:

Lisa Buford's generator house (N.G. parcel # 40)
Jack Baughman's generator house (N.G. parcel #10)

The following subdivisions were presented by A. Field for approval.

Costigan (S.G. #33) preliminary
Kehoe (S.G. #37) preliminary
Kremer (S.G. #18) final

The above projects and subdivisions were given approval.

The request for subdivision of Parcel #70, S.G. is on hold (J. L. Gillet).

4.4 Road Committee Report – David Newhouse, Sr., Chair

Snow fence on Dry Creek to be taken care of after ground thaws.

Since funds allotted for snow fences have not been used up, the board gave the Road Committee approval to repair broken snow fences and purchase fences needed in North and South Glastonbury.

D. Newhouse presented the Board with the proposal that the GLA purchase Neighborhood Watch signs for Glastonbury. D. Newhouse will research the price of the signs and bring the information to the Board.

4.7 Fire Water Reservoir Committee – Walter Wunsch, Chair

The cleaning and burial of the tank is on hold until spring thaw.

Nadim Issa addressed the Board with his concerns regarding the LUMP. There was a discussion with the following decisions:

1. D. Kehoe, Jr. and William Smith would make a flow chart outlining the remainder of the process.

2. On the next LUMP draft to the landowners the committee would strike out and underline changes in the plan.

D. Kehoe, Jr. gave a follow-up report on the neighborhood meetings and submitted changes to LUMP. (See attached)

6. Unfinished Business

6.2 Welcoming Committee – P. Wolberd/J. Murphy

P. Wolberd distributed copies of a suggested protocol for greeting new landowners to be discussed at the next meeting.

8. Open Floor Comments

None

10. Next Meeting

Monday, February 22, 1999, 7:00 p.m., Healing Wings Office, Emigrant, MT.

11. Adjournment

Meeting was adjourned at 10:10 p.m.

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GLASTONBURY LANDOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

AGENDA

February 1, 1999

1. Call to Order, Opening Prayer (and waiver of notice if required)

2. Reading and Disposition of Minutes

3. Order of Business

4. Reports of Officers and Committees
   4.1 Treasurer's Report - Maria Scoble, Treasurer

   4.2 Finance Committee Report - Maria Scoble, Chair
   FOLLOW-UP: M. Scoble/R. Varkevisser - Follow-up with landowners who have past due assessments

   4.3 Architectural Subcommittee - Andrew Field, Chair
   FOLLOW-UP: Lisa Buford's construction project, Parcel 40 N.G.
   FOLLOW-UP: Patrick Wolberd to follow-up with James Mason regarding Mason request to place mobile home on Parcel 7, N.G.
   FOLLOW-UP: Eric Newhouse to follow-up with Ian Scott regarding application forms to be filled out for construction project.
   FOLLOW-UP: A. Field/E. Newhouse - Jean Louis Gillet's request for preliminary approval regarding subdivision of Parcel 70, S.G.

   4.4 Road Committee Report - David Newhouse, Chair
   FOLLOW-UP: W. Wunsch - Negotiate with the County refencing for Dry Creek Road, S.G.
   FOLLOW-UP: D. Newhouse - Contact W. Pitt re proof of insurance

   4.6 Complaint Committee - Joan Murphy, Chair

   4.7 Land Use Master Plan Advisory Committee - Daniel Kehoe, Jr., Chair
   Update on LUMP
   Nadim Issa to present to Board comments regarding the LUMP

   4.8 Fire Water Reservoir Advisory Committee - W. Wunsch, Chair

   4.9 Noxious Weed Committee - H. Brailsford/J. Murphy, Co-Chairs
   Report due in March

5. Ombudsman Report - Regina Wunsch (S.G.) and Margaret Newhouse (N.G.)

6. Unfinished Business
   6.1 Filing liens when assessments owed - P. Hoag
   FOLLOW-UP: P. Hoag report to Board conversation with John Glover, attorney for GLA.

   6.2 Forming a Welcoming Committee for new GLA members and New Homeowner Notification & Greeting Procedure - P. Wolberd/J. Murphy by February 1, 1999

   6.3 GLA paid Manager consideration

7. Tabled Business
   7.1 Should GLA accept responsibility for maintenance of subdivision roads? - D. Newhouse

   7.2 Study guidelines for tree removal - P. Hoag

   7.3 Write accounting procedures - M. Scoble

8. New Business

9. Open Floor Comments

10. Next Meeting - Monday _____

11. Adjournment

William Pitt

USAA®

FAX COVER LETTER

RECIPIENT

RECIPIENT: Mr. William A. Pitt

RECIPIENT'S COMPANY: Land Owner's Association

RECIPIENT'S FAX: 1-406-333-9013

SENDER

SENDER: Nannette M Bronder

SENDER'S VOICE TELEPHONE NO.
1-800-531-8111

IF YOU DO NOT RECEIVE FULL TRANSMISSION, CALL SENDER

CONFIDENTIALITY NOTICE

The information contained in this facsimile transmission is a **CONFIDENTIAL COMMUNICATION** and may be protected by one or more legal privileges. It is intended solely for the use of the recipient identified above. If you are not the intended recipient, you are hereby notified that reading, copying, or distributing this transmission is **STRICTLY PROHIBITED**. The sender has not waived any applicable privilege by sending the accompanying transmission. If you have received this transmission in error, please notify the sender immediately by telephone, and we will arrange to have the transmission returned at no cost to you.

Thank you.

USAA

WILLIAM A PITT JR
PO BOX 1017
EMIGRANT MT 59027-1017

USAA # 1086 90 21
January 18, 1999

Dear Mr. Pitt:

This letter is to verify that William A Pitt Jr and his insured vehicle, 1973 Chev. are covered under his USAA policy # 10869021 for occasional snow plowing in his neighborhood. Mr. Pitt is covered under his current policy for liability as long as the usage remains occasional and if Mr. Pitt does not use any employees or if this snow plowing should become his primary business. Should you have any further questions, please feel free to contact our office at 1-800-531-8111.

Sincerely,

Nan Bronder

Nannette M Bronder
Service Representative
USAA MOUNTAIN STATES REGIONAL OFFICE

To: GLA Board of Directors Date: 1-31-99
Fm: Joan Murphy & Patrick Wolberd
Re: New Landowners Welcoming Procedures

We would propose having two teams of welcomers, one each for South Glastonbury and North Glastonbury. Each team would consist of four members, two GLA board members and two landowners-at-large. When a new landowner moves into Glastonbury, a welcoming committee consisting of one board member and one landowner-at-large, selected from the corresponding welcoming team would make a welcoming visit within the first month. The secretary will provide each welcoming team member with a copy of the new landowner information packet containing:

a. Covenants
b. LUMP
c. Architectural Subcommittee Packet
d. GLA Board Names, Addresses & Phone Numbers

PROTOCOL

1. Within two weeks of arrival, the secretary notifies one of the welcoming team board members of the name, address and phone number of the new landowner, and mails an information packet with a cover letter stating that a welcoming committee will be calling within the next couple of weeks to arrange a visit.

2. The board member calls one of the landowners-at-large to participate in a welcoming visit.

3. The board member calls the new landowner for a convenient time to visit.

4. The welcoming committee visits the new landowner and delivers a "welcome basket" containing:

a. Montana map
b. Gift certificates or merchandise from local business
c. An abridged version of the Glastonbury Phone Directory
d. Food

5. The welcoming committee introduces themselves, greets the new landowners warmly, asks if they have any questions from the information packet, offers information of interest about the local area, invites them to the next board meeting, gives them their names and phone numbers and offers to assist in their integration into the community.

6. The welcoming committee landowner-at-large makes a follow-up call within one week to see if there is anything else needed.

7. The welcoming committee board member notifies the secretary of the completed welcome and makes a report at the next board meeting, introducing the new landowners if they attend.

2/1/99

Joan Murphy has my proxy to represent me at this meeting tonight.

Marie Scobie

1999-02-22_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes
February 22, 1999

1. Call to Order, Prayer

The meeting was called to order at 7:20 p.m., at Healing Wings Office, Emigrant, MT, by Daniel Kehoe, Jr. Invocation was given by D. Kehoe, Jr.

PRESENT: Daniel Kehoe, Jr., Joan Murphy, Horus Brailsford, Andrew Field, Philip Hoag, Linda Kremer, David Newhouse, Sr., Eric Newhouse, Patrick Wolberd, Walter Wunsch.
ABSENT: Daniel Kehoe, Sr.
PRESENT BY PROXY: Maria Scoble

2. Reading and Disposition of Minutes

The minutes from the February 1, 1999 meeting were approved.

3. Order of Business

4. Reports of Officers and Committees

4.1 Treasurer's Report – Maria Scoble, Treasurer

In the absence of M. Scoble, Raelof Varkevisser distributed and reviewed the Financial Report (see attached).

The subject of purchasing CD's to earn more interest on the GLA money was brought up. P. Wolberd moved and H. Brailsford seconded that the GLA Board of Directors purchase one $5,000 CD every three months beginning April 16, 1999 for a total of three purchases.

There were two votes in favor and two opposed, with four abstentions. After a discussion the Board requested the Finance Committee to research Money Market Fund accounts, C.D.'s, gold and the availability of access to a safe deposit box at First National Bank in Emigrant.

4.2 Finance Committee Report – Maria Scoble, Chair

At the request of M. Scoble, J. Murphy reported on the status of the certified letters sent to landowners who are delinquent in assessments. The consensus of the Board was not to put a lien on Robert Sherwood's property, but to follow through on the Board's earlier decision to place liens on the other landowners property.

D. Newhouse proposed that invoices for snowplowing be sent directly to M. Scoble and she call D. Newhouse and W. Wunsch to verify the work. The consensus of the Board was to continue with the present method of having the invoices sent to D. Newhouse and W. Wunsch for their review and written verification and then forwarded to the Treasurer.

4.6 Land Use Master Plan Committee – Daniel Kehoe, Jr., Chair

Nadim Issa presented the Board with his concern regarding the possibility of giving too much control and power over landowners' property and that a future Board might abuse the power given to them. A Board member pointed out that any wrongdoing can be challenged by the landowners. (see Article VI, Sec. L of the Bylaws).

P. Hoag distributed a handout with a suggestion that the more controversial parts of the LUMP to be voted on be in the form of multiple choice (see attached for example of proposal). A discussion followed on the best way to address the concerns. P. Wolberd moved and W. Wunsch seconded that once the LUMP committee completes the neighborhood meeting process, the revised LUMP draft come back to the Board for a review and a vote. Those items not in agreement by a 2/3 majority of Board members present at the meeting be given two options on the ballot. Motion carried unanimously. D. Kehoe, Jr. said the revised LUMP would be presented at the next GLA Board meeting.

D. Kehoe, Jr. asked that the following people be appointed to a committee to meet with C.U.T. concerning the LUMP: Daniel Kehoe, Sr., Daniel Kehoe, Jr., David Newhouse, Sr., Joan Murphy and William Smith. Linda Kremer and Eric Newhouse asked to have their names included.

P. Wolberd moved and A. Field seconded that the Board approve the appointment of the LUMP committee members as requested. Motion carried unanimously. with the addition of Linda Kremer & Eric Newhouse

4.3 Architectural Subcommittee Report – Andrew Field, Chair

Requests for preliminary approval of the subdivision of parcel #89 S.G. (William Pitt) and construction of a generator house on parcel #10 N.G. (Jack and Carla Baughman) were introduced by the secretary.

The following projects were presented by A. Field for approval:

Lisa Buford's generator house (N.G. parcel # 40)
Jack Baughman's generator house (N.G. parcel #10)

The following subdivisions were presented by A. Field for approval.

Costigan (S.G. #33) preliminary
Kehoe (S.G. #37) preliminary
Kremer (S.G. #18) final

The above projects and subdivisions were given approval.

The request for subdivision of Parcel #70, S.G. is on hold (J. L. Gillet).

4.4 Road Committee Report – David Newhouse, Sr., Chair

Snow fence on Dry Creek to be taken care of after ground thaws.

Since funds allotted for snow fences have not been used up, the board gave the Road Committee approval to repair broken snow fences and purchase fences needed in North and South Glastonbury.

D. Newhouse presented the Board with the proposal that the GLA purchase Neighborhood Watch signs for Glastonbury. D. Newhouse will research the price of the signs and bring the information to the Board.

4.7 Fire Water Reservoir Committee – Walter Wunsch, Chair

The cleaning and burial of the tank is on hold until spring thaw.

6. Unfinished Business

6.1 P. Wolberd reviewed the Greeting Procedure for new landowners and moved that the Board approve it. P. Hoag seconded the motion which was unanimously approved.

6.2 GLA paid manager – to be discussed at a later date.

8. New Business

9. Open Floor Comments

Nadim Issa thanked the Board for hearing his comments and requested that our beginnings as a spiritual community be not forgotten. He requested that the LUMP be held up to the Mission/Vision statement for Glastonbury to see if it measures up to it.

10. Next Meeting

Monday, March 15, 7:00 p.m., Healing Wings Office, Emigrant, MT.

11. Adjournment

Meeting was adjourned at 9:42 p.m.

1999-02-22_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

February 22, 1999

1. Call to Order Opening Prayer (waiver of notice if required)
2. Reading and Acceptance of the Minutes
3. Order of Business
4. Report of Officers and Committees.
   - 4.1 **Treasurer's Report** - Maria Scoble
   - 4.2 **Finance Committe** - Maria Scoble, Chair
   - 4.3 **Architecture Subcommittee** - Andrew Field, Chair
     Follow-up: Lisa Buford's construction project
     Follow-up: Ian Scott's application (Eric Newhouse)
     Follow-up: Parcel 18S Kremer/Nelson subdivision final approval
     Follow-up: Parcel 70S Subdivision application
     Parcel 33S Costigan Subdivision Preliminary application
     Parcel 37S Kehoe Subdivision Preliminary application
   - 4.4 **Road Committee** - David Newhouse - Chair
     Follow-up: Dry Creek Rd snow fence install w/ County
   - 4.5 **Complaint Committee** - Joan Murphy - Chair
   - 4.6 **Land Use Master Plan Committee** - L. Kehoe, Jr., Chair
     Nadim Issa presentation
   - 4.7 **Fire Water Reserve Committee** - Walter Wunsch, Chair
5. **Ombudsman Report** - Walter Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
   - 6.1 Welcoming Committee Formation / New Landowner Notification & Gift
     P. Wolcard/J. Murphy
   - 6.2 GLA paid Manager
7. **Tabled Business**
   - 7.1 Subdivision Road Maintenance Responsibility - D. Newhouse
   - 7.2 Tree removal guideline - P. Hoag
   - 7.3 Accounting Procedures - M. Scoble
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting - Monday _____
11. Adjournment

02/21/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Income and Expense
January 1 through February 21, 1999

		Jan 1 - Feb 21, '99
Income		
Assessment Prior to 1998 Paid		2,064.76
Interest Income		250.28
Land & Dwelling Assessment		
Dwelling Assessment	4,636.92	
Land Assessment	6,233.32	
Total Land & Dwelling Assessment		10,870.24
Upgrade Fee		3,275.86
Total Income		16,461.14
Expense		
Office Expense		
Secretarial	70.00	
Supplies	33.75	
Total Office Expense		103.75
Professional Fees		
Accounting	75.00	
Legal Council/Service	81.60	
Total Professional Fees		156.60
Repairs & Maintenance		
Equiment Repair	28.64	
Total Repairs & Maintenance		28.64
Road Repairs & Maintenance		
Snow Plowing	2,282.50	
Total Road Repairs & Maintenance		2,282.50
Total Expense		2,571.49
Net Income		13,889.65

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of February 21, 1999

	Feb 21, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	12,128.62
1st National Bank Savings	69,132.32
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	91,260.94
Accounts Receivable	
Accounts Receivable	88,636.26
Total Accounts Receivable	88,636.26
Total Current Assets	179,897.20
TOTAL ASSETS	**179,897.20**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,445.04
Net Income	61,635.65
Total Equity	179,897.20
TOTAL LIABILITIES & EQUITY	**179,897.20**

02/21/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Landowners Balance Summary
All Transactions

	Feb 18, '99
Adams	240.00
Alexander	120.00
Ali	600.00
Andersen, Svend	120.00
Anderson, Davies	240.00
Anderson, Suzanne	556.00
Angeles	120.00
Azure	-40.00
Barrere, Christine	120.00
Baylor, John	240.00
Beigel	1,841.96
Bennett	240.00
Bennett, James	240.00
Bird	240.00
Blais, Harold	696.00
Bodeaux, Lorraine	300.00
Boise	480.00
Bonthuis	240.00
Boudreau	120.00
Bowden	240.00
Brailsford	120.00
Brand	240.00
Brandis, John	120.00
Brown, Michael	598.00
Buford, Lisa	240.00
Buice	240.00
Burckley, Steven	983.00
Butler, Marian	100.00
Caldwell	240.00
Callan	120.00
Campbell, Deanna	2,686.00
Carlson, Patricia	480.00
Carstens	240.00
Church Universal and Triumphant/GAV	5,670.00
Collier	240.00
Collins, Elizabeth	193.00
Colwell, Joseph	120.00
Community Preservation	1,026.00
Community Restoration	120.00
Conway	480.00
Cook	240.00
Corcino	120.00
Costigan	240.00
Covington, Philip	300.00
D'Argenzio	700.00
Davis	480.00
de los Santos	240.00
Diehl, Rosealine	240.00
Difo	1,724.00
Dirkers, Jerome	270.00
Dirkers, Michael	240.00
Dowbenko, Uri	240.00
Dratz, Edward	300.00
Duffy	120.00
Duke	240.00
Dunn	240.00
Eberhard, Linda	120.00
Edel, David	240.00
Eisvang, Jorn	240.00
Ellison-McBride, Valerie	240.00
Fanuzzi, John	580.00
Fanuzzi, Vera	240.00
Fauck	200.00
Field	360.00
Fletcher	240.00
Foleen	240.00
Fonseca	240.00
Fournier	639.18

02/21/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Landowners Balance Summary
All Transactions

	Feb 18, '99
Fredricksen	240.00
Galloway	120.00
Garcia	480.00
Gelderloos, Pouwell	300.00
Glennon-Alfaro	480.00
Gore, John	120.00
Gough	240.00
Goulart, Maydell	180.00
Graafland	360.00
Grant	240.00
Green	480.00
Grenier	240.00
Grover	240.00
Hale	480.00
Hansard	120.00
Harris, Ned	300.00
Haugen	240.00
Hazen, John	6,753.86
Healy, James	240.00
Hickein	120.00
Hoag, Philip	240.00
Holder	2,080.00
Hull	240.00
Irwin	240.00
Issa	461.00
Jahen, Carlos	2,261.00
Jarvi, Eva	427.00
Jensen, Janet	240.00
Jensen, Robert	180.00
Johnson, Antonia	240.00
Johnson, Edwin	120.00
Johnson, Gail	240.00
Johnson, Reed	480.00
Johnston, Duncan	240.00
Jones, Patricia	240.00
Kaufman	240.00
Keathley	360.00
Kehoe, Jr.	180.00
Kehoe, Sr.	600.00
Kelly, Jim & Marie	120.00
Kimura	240.00
Kisthart, William	180.00
Kitajewski	200.00
Kletter	510.00
Klinger	180.00
Kovaks, Eleanor	240.00
Kramer	120.00
Kremer	240.00
Krumpe	240.00
Lambert	240.00
LaShomb	480.00
Lee	240.00
Lewis, Bridget	120.00
Leykamm	240.00
Lindstrom, Johan	120.00
Lips, Jan	240.00
Lisota, Martin	240.00
Lloyd	360.00
Lombard	240.00
MacDonald, David	240.00
Mack, Randolph A.	380.00
MacPherson, Frances	240.00
Manhart, Robert	180.00
Mansaw	480.00
Mason, James	180.00
Mason, Vivian	200.00
Matthews, Laurel	180.00
Mayer, Zygmond	240.00

02/21/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Landowners Balance Summary
All Transactions

	Feb 18, '99
McCarry	260.00
McIntyre	240.00
Meijer, Jacob	180.00
Minerco Investments	240.00
Moe, Juanita	240.00
Moorcroft	240.00
Moore	60.00
Morin	240.00
Morsell	240.00
Mueller, Jr.	160.00
Murphy, Brian	240.00
Nelson, Stuart	400.00
Newhouse, Eric	240.00
Newhouse, Sr.	360.00
Norell, Per	240.00
Olsen	120.00
Oudendijk, Alex	120.00
Oudendijk, Maria	120.00
Pagnier	360.00
Panizza	240.00
Papili, Diana	100.00
Patwell	2,118.00
Pellett	120.00
Peterson	960.00
Pettersen	720.00
Phipps, James	220.00
Pinardo, Pedro	600.00
Pisani	240.00
Pitt	240.00
Price	120.00
Prieto	240.00
Quarles	480.00
Ramp, Kathleen	240.00
Ranttalo, Paul	120.00
Ray	2,098.00
Roach	200.00
Rutherford	120.00
Schieffelin	600.00
Schmidt, Judith	564.00
Schmidt, William	240.00
Scoble	300.00
Segal	593.00
Senart	2,842.00
Shaw, James	120.00
Sherwood	1,700.26
Siewert, Don	240.00
Silver, Richard	220.00
Siyan	240.00
Slavenas	240.00
Spielmaker	240.00
Stern	240.00
Strykert	240.00
Terhorst	120.00
Tessier, Frances	240.00
Thompson, Eugene	240.00
Thompson, Rebecca	480.00
Thorburn	240.00
Thorpe	180.00
Timmer, James	120.00
Tisdale	120.00
Tonkin	120.00
Tsuru	480.00
Twin Pillars	120.00
Van der Vegt	240.00
Van Hulzen, Lubertus	237.00
Varkevisser	240.00
Vaughan	240.00
Wagner	60.00

02/21/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Landowners Balance Summary
All Transactions

	Feb 18, '99
Wallace, Ronald T.	240.00
Wallace, Ronald W	240.00
Wares	120.00
Watson, Marian	120.00
Webb, Steven	240.00
Weise	240.00
Whitehead	180.00
Wintroub	360.00
Wolberd	240.00
Woodriff, Janet	360.00
Woywitka	168.00
Wunsch	240.00
Yaney	240.00
Zeman	120.00
TOTAL	88,636.26

#88,636.26

Alternative Land Use Master Plan

3.1 **General Comments**

The development of the Residential Area was previously determined only by parcel maps, the Covenants of the Community of Glastonbury and Standards adopted by the Glastonbury Project Review Committee (GPRC). Many of these parcels have been purchased and developed. The Glastonbury Landowners Association (GLA) is responsible for enforcing the Covenants in effect prior to September 30, 1997 and Standards for building work done prior to June 16, 1997, along with enforcing the Restated Covenants for building projects seeking approval after September 30, 1997. The GLA is also responsible for enforcing the Land Use Master Plan.

Following the May 28, 1993 settlement with Park County, no new tenancy-in-common interests, except between immediate family members, will be allowed in the Community of Glastonbury.

3.2 Residential Area Design Theme – Some people would like a Contemporary Western design requirement for new residential buildings, especially those residences close to the Village Center. Present structures would have to be retrofitted to include Contemporary Western design qualities so they would reinforce and harmoniously integrate with the Village Center design.

A. **There should be a theme design**
B. **There should be no theme design. People should be allowed to design their structures according to their own preference.**

3.3 **Single Detached Residential.** Some people would like to limit buildings allowed outside the Village Center to be single detached residences and their outbuildings are the only area without meeting performance criteria listed in Section 3.4 which are not also listed in Section 3.9, *Residential Design Standards.* Single residential buildings in Glastonbury have a wide latitude in their design.

Height Restriction Some people feel that their should be a height restriction of 30 feet above ground level of the predominant view of the building. The interpretation of this restriction would take into consideration how buildings are situated in the landscape and the character of the neighborhood. Houses backing up to a mitigating natural feature, such as a hillside or tall trees, may conceivably have a daylight basement, two stories and a third floor attic with dormer windows and comply with this height restriction.

A. **There should be no height restriction.**
B. **There should be a three story height restriction.**
C. **There should be a thirty foot height restriction.**

The Covenants Section 5.07 and 5.08 govern the allowance for cottage industries and light industrial. The Covenants Section 4 governs agricultural land use.

3.4.1 Duplexes: Refer to Section 5.2, *Subdivision Standards.*

1. Parking facilities
2. Access
3. Surrounding land use
4. A fire protection buffer area extending 35' from the building maintained weed/brush-free
5. Class A or B roof material (Roofing materials will be limited to only Class A in heavily wooded areas.)

3.4.2 Quadplexes: Refer to Section *5.2, Subdivision Standards.*

1. Parking facilities
2. Surrounding land use and visual impact
3. Access, impact on road usage, community services and nearby properties
4. Building design following the design criteria for the Village Center
5. Consideration of nearby neighbors
6. Landscaping provisions
7. A fire protection buffer area extending *35'* from the building maintained weed/brush-free
8. Class A roof material
9. Set back requirements: 125' in the front or from any road easement
   75' side on the side from any parcel, tract or lot boundary and
   75' back in the back from any parcel, tract or lot boundary.

3.4.3 Large Multiple-Family Residential Condominiums and Apartments: Refer to Section 5.2.

1. Parking facilities
2. Access
3. Surrounding land use and visual impact
4. Impact on road usage, community services and nearby properties
5. Building design following the design criteria for the Village Center
6. A fire protection buffer area extending 35' from the building maintained weed/brush-free
7. Class A roof material
8. Water reservoirs (if not already available) and landscaping for fire protection
9. Landscape provisions, including:
   Usage of tree and/or brush covered berms if within 150' of neighbor's building
   Mitigate view of all buildings in the project from any given location by building placement
   or with tree and/or bush covered berms
   View of parking from the platted road mitigated by berms, trees and/or the building itself
   A minimum landscape buffer 1.5 times the square footage of the footprint of the building developed and maintained around the building
10. Copy of project's homeowners' association Articles of Incorporation or Association, covenants or similar agreement showing specific provisions to assess homeowners for maintenance and responsibility of homeowners association to maintain building exterior in "like new" condition

Single family residences with an apartment are allowed in the single residential area. Bed and breakfasts will be considered under the Multiple-Family Residential criteria for duplexes listed in Section 3.5.

Some people feel that the maximum residential development on any unsubdivided parcel described in COS 616A is limited to one single family residence and one duplex guest house, both owned by the parcel owner. And thus a formal subdivision, prepared and approved in accordance with the applicable regulations of the Community of Glastonbury, Park County and Montana Department of Environmental Quality, would have to be completed by a parcel owner in order to increase residential density to the values shown in Section 3.8, *Scheduks of Residential Topographical Areas and Density.*

A. **The maximum residential development on any unsubdivided parcel described in COS 616A should be limited to one single family residence and one duplex guest house, both owned by the parcel owner.**
B. **The maximum residential development on any unsubdivided parcel described in COS 616A is should be limited to whatever state law allows.**
C. **The maximum residential development on any unsubdivided parcel described in COS 616A is limited to whatever the immediately adjacent parcel owners agree upon.**

3.4 **Multiple-Family Residential**

Some people feel that an application for multiple-family residence in Glastonbury outside the Village Center should be required by the GPRC to determine if the project meets the performance criteria listed in this Section. And that large projects in areas outside of the Village Center should be reviewed in a public hearing. Thus the GLA would mail notice of the hearing to neighboring landowners within 300 feet of any boundary of the applicant parcel and post notices in prominent areas 15 days prior to the meeting.

A. **If the GPRC determines that a proposed large project outside of the Village Center meets the performance criteria listed in this Section it would reviewed it in a public hearing.**
B. **If the GPRC determines that a proposed large project outside of the Village Center meets the performance criteria listed in this Section it would treat it like any other proposed project and review it in a scheduled board meeting without special notice.**
C. **There should be no special restriction for multiple-family residence in Glastonbury.**

Some people feel that a proposed duplexes, quadplexes or large multiple-family residential development outside the Village Center must meet the following criteria that must meet in proposing.

A. **They should have to meet these criteria.**
B. **They should only have to meet the criteria determined by state law.**

11. Building set back requirements: 200' in front or from any road easement
100' on the side from any parcel, tract or lot boundary and
75' in the back from any parcel, tract or lot boundary.
12. Central potable water supply and sewage treatment will allow more density in the project.

3.5 Mobile Homes

Prior to June 16, 1997, mobile homes were allowed in the Residential area under certain conditions. With the adoption of the Master Plan, only mobile homes less than five years old with a minimum width of 24 feet, a minimum roof overhang of 8 inches and placed on a permanent foundation will allowed to be brought into the Community of Glastonbury South. Some people feel that the economic situation that created the need for mobile homes in the community no longer exists and a continued allowance of mobile homes will destabilize the inherent worth of the existing and future housing in the residential neighborhoods. They also feel that all mobile homes not in compliance should be forced into compliance. In order to assist the owners of existing mobile homes, there are sketches provided showing how to bring the mobile homes up to standard. Refer to Section 5.1, *Standards for Mobil Homes* for requirements for mobile homes in the community.

A. The economic situation that created the need for mobile homes in the community no longer exists and they should no longer be allowance. Furthermore, all mobile homes not in compliance should be forced into compliance.

B. The economic situation that created the need for mobile homes in the community no longer exists and new installations should no longer be allowance. But existing mobile homes should not be forced into compliance.

C. The economic situation that created the need for mobile homes in the community still exists for some people and they should be allowed and that the landowners of each parcel should decide this issue.

D. The economic situation that created the need for mobile homes in the community still exists for some people and they should be allowed and that the landowners of immediately adjacent parcels should decide this issue.

Park County regulations pertaining to the installation of mobile homes provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision. Under this regulation the definition of a mobile home does not include a modular or factory-built building.

Some people feel that Glastonbury should no longer allowing any mobile homes should be as follows:

(landowners may list their parcel(s~ in this space if they do not want mobile homes on their parcels in the future)

3.7 Description of Residential Topographical Areas and Density

Some people feel that the Land Use Master Plan should determine a schedule of density for individual privately owned parcels based on topography, location of the individual parcels, access, road snow removal, fire protection, visual impact and

surrounding land use. They also feel that their unit density per acre schedule creates a framework whereby the landowners can control the growth of their neighborhood. They feel that controlled growth promotes beauty and harmony in the neighborhood and preserves the rural character of the development while encouraging sound and creative growth. They feel that the Village Centers provides for cluster development and focus the more dense growth in more suitable and accessible areas. They also feel that allowing various densities of development in the Residential Areas, the Master Plan allows a wide variety of residential development that can respond to individual and market demands.

A. **The Land Use Master Plan should determine a schedule of density for individual privately owned parcels based on topography, location of the individual parcels, access, road snow removal, fire protection, visual impact and surrounding land use.**

C. **State law and county septic system approvals should determine a schedule of density for individual privately owned parcels and the LUMP should not.**

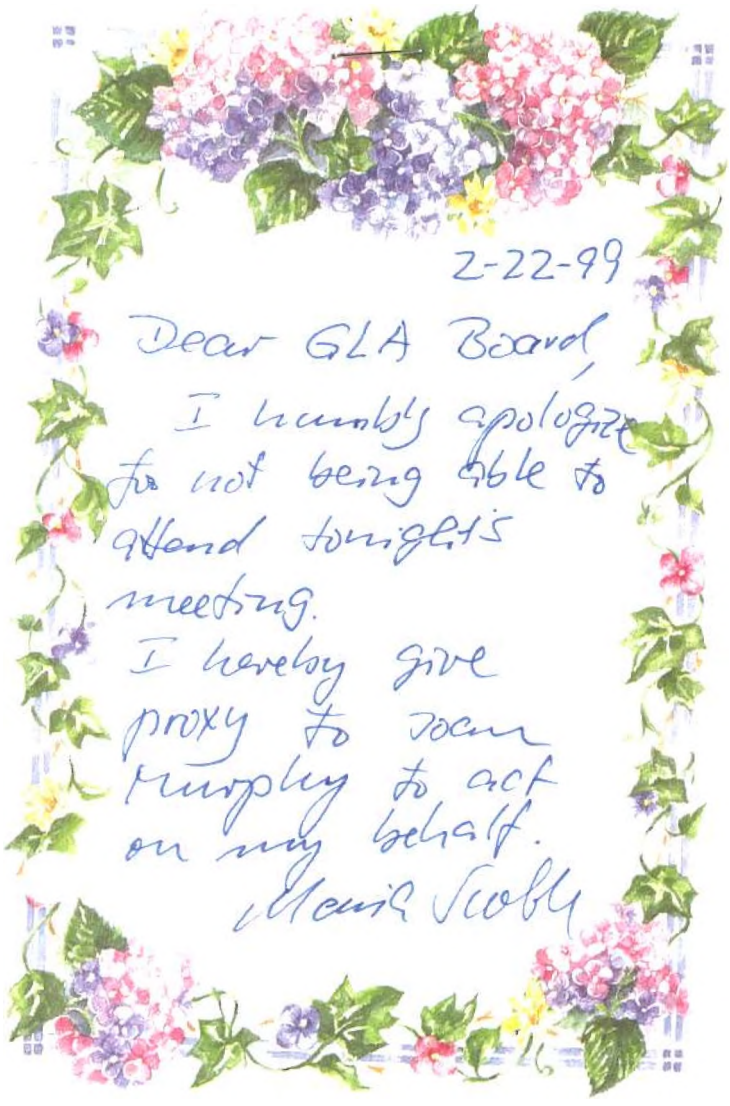
Some people feel that all of the building outside of the Village Center Area should be scheduled for single family residences, with the highest density set at 1 dwelling unit per 2 acres, which generally equals ten units per original twenty acre parcel. Cluster developments are allowed a slightly higher density of 20 homes per 20 acre parcel with the use of a central public potable water system and a public wastewater system. The limit of five houses per original parcel, that has been the *de facto* development limit of Glastonbury, was due to the largest number of tracts allowed under the States minor subdivision classification.

A. **The highest density outside of the Village Center Area should be 1 dwelling unit per 1 acre.**
B. **The highest density outside of the Village Center Area should be 1 dwelling unit per 2 acres.**
C. **The highest density outside of the Village Center Area should be 1 dwelling unit per 3 acres.**
D. **The highest density outside of the Village Center Area should be determined by whatever state law and the county septic system regulations will allow.**

The categories used in the Residential Topographical Areas and Density Schedule are as follows:

A. **Lower Plateau Area:** This is the relatively flat benchlands in the lower elevation with easy access and low to medium visual impact. Only a few parcels in the Lower Plateau area of Glastonbury South are visible from the highway, thus screening most of the developments.

AC. Lower Plateau Area in Cluster Development: This is the same area as above, but with a higher density factor due to meeting various engineering and design criteria.


2-22-99
Dear GLA Board,
I humbly apologize for not being able to attend tonight's meeting.
I hereby give proxy to Joan Murphy to act on my behalf.
Marie Scully

1999-03-15_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting

Minutes
March 15, 1999

1. Call to Order, Prayer

The meeting was called to order at 7:20 p.m., at Healing Wings Office, Emigrant, MT, by Daniel Kehoe, Jr. Invocation was given by Linda Kremer.

PRESENT: Daniel Kehoe, Jr., Maria Scoble, Joan Murphy, Philip Hoag, Daniel Kehoe, Sr., Linda Kremer, David Newhouse, Sr., Eric Newhouse, Patrick Wolberd, Walter Wunsch.
ABSENT: Andrew Field
PRESENT BY PROXY: Horus Brailsford

2. Reading and Disposition of Minutes

The minutes from the February 22, 1999 meeting were approved as amended.

3. Order of Business

4.7 Complaint Committee – Joan Murphy, Chair

Agenda Item 4.7 was moved up to accommodate Cheryl Upshaw who attended the meeting in order to give the Board information regarding dirt bike riding by Micah, Josh, and Chris Steinpfad in N.G.

J. Murphy presented complaints from Brad Tisdale and James and Susan Gough about off road dirt bike riding on private property by the Steinpfad boys.

Cheryl Upshaw then outlined her involvement in the situation; she had 1) witnessed the boys driving on road and off road in an irresponsible way; 2) spoken to them and to their parents, Ian and Tanya Scott, about needing licenses for the bikes and that the boys also needed to be licensed to ride motorcycles; 3) spoken to Dan Wuertz at the Sheriff's Office, who recommended that the GLA Board have their attorney send a letter to the family outlining the rules of the road when driving in Glastonbury; 4) given the family information regarding a track off Cokedale Rd. for dirt

bike riding. Cheryl reported that Dan Wuertz said if the dirt bike riding continued after notification by the attorney then bring in the Sheriff's Department.

D. Kehoe, Sr. moved and L. Kremer seconded that J. Murphy draft a letter to the Scott's for the attorney, John Glover, to revise regarding the situation. Motion passed unanimously.

4. Reports of Officers and Committees

4.1 Treasurer's Report – Maria Scoble, Treasurer

Raelof Varkevisser reviewed the financial report. (See attached.) He then reported on interest rates for money market accounts (4.8%), 12 month CD's (5.4% current rate), 182 day CD's (4.82%), 91 day CD's (4.53%), and the rates for safety deposit boxes. The current price of precious metals was also discussed.

J. Murphy requested permission to purchase a filing cabinet and shelves for GLA records and office supplies. E. Newhouse moved and D. Kehoe, Sr. seconded that up to $300 be allotted for the file cabinet and shelves. Motion passed unanimously.

4.3 GLA Paid Manager Consideration

The Board discussed hiring a manager who would take direction from the Board and be responsible to it. The manager would: follow-up on building projects; complaints; knapweed control; supervise snow removal and grading; attend committee meetings and other duties assigned by the Board. Seeking a volunteer to carry out these duties was also discussed. The final consensus was that J. Murphy would contact Jim Phipps to find out if he would be interested in the position as a volunteer.

4.4 Architecture Subcommittee – Andrew Field, Chair

Ian Scott's application for approval of home construction (Parcel #10, C N.G.) was submitted by E. Newhouse. Missing is $240 check for bond and plat identifying placement of well, septic, etc.

Jon Olsen's application for mobile home placement and basement construction was submitted (Parcel #31, W N.G.).

Harth subdivision – D. Kehoe, Sr., moved and M. Scoble seconded final approval of the Harth subdivision (Parcel #36, N.G.). Motion passed unanimously.

William Pitt Subdivision – P. Hoag moved and M. Scoble seconded to give William Pitt preliminary approval for his subdivision (Parcel #89, S.G.)

4.5 Road Committee – David Newhouse, Sr., Chair

Stop signs at GAV to be installed as soon as all signs are procured.

D. Newhouse reported Sean Murphy had approached him about paving Story Rd. Sean had been in contact with County Commissioners and the County will provide the equipment for the project. David will meet with Sean on March 16th to discuss contacting the bank, John Waid and others involved. They will get estimates from paving companies and check with County regarding maintenance of the road.

Fridley Creek – D. Newhouse will approach Sean about examining together the blockage up Fridley Creek to get a better drainage system.

4.8 Land Use Master Plan Committee – Daniel Kehoe, Jr., Chair

Revised copies of the LUMP for both N.G. and S.G. were distributed for review by the Board. J. Murphy moved and L. Kremer seconded that the GLA Board pay up front the Kinko copying bill for $226.45 and later be reimbursed from the LUMP special fund.

The following motion was made to change 4.5 Project Fees on page 29 of the Draft.: P. Hoag moved and L. Kremer seconded to remove the $50 processing fee for residential building applications. The motion passed 7 to 3.

#5,000 Bond ?

8. **New Business**

9. **Open Floor Comments**

addition to minutes under LUMP needs to be added.

10. **Next Meeting**

Monday, April 12, 7:00 p.m., Healing Wings Office, Emigrant, MT.

11. Adjournment

Meeting was adjourned at 10:30 p.m.

1999-03-15_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

March 15, 1999

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
4. Report of Officers and Committees.
   - 4.1 **Treasurer's Report** - Maria Scoble
   - 4.2 **Finance Committee** - Maria Scoble, Chair
   - 4.3 GLA paid Manager Consideration
   - 4.4 **Architecture Subcommittee** - Andrew Field, Chair
     Follow-up: Ian Scott's application (Eric Newhouse)
     Follow-up: Pitt subdivision
     On hold: Parcel 70S Subdivision application
   - 4.5 **Road Committee** - David Newhouse - Chair
     Follow-up: GAV STOP signs
     Follow-up: Letter to Cty Commissioners re: permission to grade Cty roads when G'bury's graded
   - 4.6 **Noxious Weed Committee** - Joan Murphy - Chair
   - 4.7 **Complaint Committee** - Joan Murphy - Chair
     Off road bikes on easements and private property in G'bury N
   - 4.8 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
     Follow-up: Review changes in LUMP from neighborhood meetings
5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   - 7.1 Subdivision road Maintenance Responsibility - D. Newhouse
   - 7.2 Tree removal guideline - P. Hoag
   - 7.3 Accounting Procedures - M. Scoble
   - 7.4 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   - 7.5 Fridley Creek diversion repair - Sven Anderson
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting - Monday April 5 (day after Easter) or April 9, 12?
11. Adjournment

March 11, '99

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Income and Expense
January 1 through March 11, 1999

	Jan 1 - Mar 11, '99
Income	
Assessment Prior to 1998 Paid	2,125.21
Interest Income	478.33
Land & Dwelling Assessment	
Dwelling Assessment	9,347.39
Golden Age Village Assessment	1,470.00
Land Assessment	13,162.40
Total Land & Dwelling Assessment	23,979.79
Upgrade Fee	3,275.86
Total Income	29,859.19
Expense	
Office Expense	
Copying & Mailing	96.48
Secretarial	95.00
Supplies	33.75
Total Office Expense	225.23
Postage	127.44
Professional Fees	
Accounting	328.24
Legal Council/Service	81.60
Total Professional Fees	409.84
Rental	60.00
Repairs & Maintenance	
Equiment Repair	28.64
Repairs & Maintenance - Other	35.00
Total Repairs & Maintenance	63.64
Road Repairs & Maintenance	
Snow Plowing	3,375.10
Total Road Repairs & Maintenance	3,375.10
Total Expense	4,261.25
Net Income	**25,597.94**

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of March 11, 1999

	Mar 11, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	23,647.19
1st National Bank Savings	69,360.37
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	103,007.56
Accounts Receivable	
Accounts Receivable	75,466.26
Total Accounts Receivable	75,466.26
Total Current Assets	178,473.82
TOTAL ASSETS	**178,473.82**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,445.04
Net Income	60,212.27
Total Equity	178,473.82
TOTAL LIABILITIES & EQUITY	**178,473.82**

Date 3/14/99

Glastonbury Landowners Association
Complaint Form

Name of landowner Complainant(s) BRADFORD W. TISDALE

Name of landowner(s) involved in alleged violation _____

Specific Section and Title in Covenants relating to alleged violation Sec. 5.05(b) Nuisances & Eyesores

History of the Problem Off-Road driving by Teenagers on my property

Have you communicated with the other landowner(s) involved in the alleged violation, and tried to resolve the situation amicably? (If not, please do so before submitting this complaint.) YES (NO)
(Circle One)

Date, time and details of your communication for attempted resolution: _____

I AM NOT NOW PHYSICALLY IN GLASTONBURY - I HOPE TO MOVE INTO MY HOME LATER THIS SPRING.

(Attach separate sheet if more space is needed)

Signature

Parcel No. 38th Glastonbury NORTH

Address _____ Phone 757-498-6060

Please mail this completed form to the Glastonbury Landowners Association, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

Date received _____ Date reviewed _____

Recommended Action _____

Disposition _____

Board Member Reviewing Complaint _____
Signature

Date 3-14-99

Glastonbury Landowners Association
Complaint Form

Query

Name of landowner Complainant(s) James M. Gough

Name of landowner(s) involved in alleged violation _____

Specific Section and Title in Covenants relating to alleged violation Sec. 5.05(b) Nuisances and Eyesores

History of the Problem Last spring - someone had driven a car or truck off-road on the West side of parcel #38. Last summer I caught Mikeah Steinfeld driving his truck in the same area. He admitted to being there before. I informed him it was private property, he had no permission or right to be there and NEVER to come back again. I told him I would inform his father, Mr. Scott, which I did. Case closed.

Have you communicated with the other landowner(s) involved in the alleged violation, and tried to resolve the situation amicably? (If not, please do so before submitting this complaint.) (YES) NO (Circle One)

~~Date, time and details of your communication for attempted resolution:~~ Last week I stopped and talked with Josh Steinfeld (?) and 2 boys riding dirt bikes near the gravel pit. One bike rider was a Steinfeld brother. I told them they probably needed permission to ride on Church property. They said they would try to get permission - so I left. I called Fran Murphy and after talking with her I went back to the gravel pit - but they were gone. Later that afternoon, the same 2 dirt bike

(Attach separate sheet if more space is needed) OVER

James M. Gough
Signature

Parcel No. 38, Glastonbury North

Address Box 544 Phone 333-4966

Please mail this completed form to the Glastonbury Landowners Association, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

Date received _____ Date reviewed _____

Recommended Action _____

Disposition _____

Board Member Reviewing Complaint _____
Signature

riders (I feel pretty sure), drove up the new drive way on the west side of panel 38. I waited and watched for them to come back down, to make sure they did not go over the hill and down the other side. They did come back down, but left the new drive way and rode on the old dirt ~~abandoned~~ driveway.
abandoned

I don't know who the bike riders were for sure, but they purposefully rode up a private (unmarked as such) driveway and "off road" before riding back down Orion Way. This frustrated me.

I give my proxy to
Don Murphy for the GLA Board
meeting of 3-15-99.

1999-04-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting

Minutes
April 12, 1999

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr. at 7:15 PM at Healing Wings, Emigrant, MT. Opening prayer was offered by Eric Newhouse.
PRESENT: Daniel Kehoe, Jr. (president), Andrew Field (vice-president), Maria Scoble (treasurer), David Newhouse, Joan Murphy, Jim Phipps, Patrick Wolberd, Eric Newhouse, Dan Kehoe, Philip Hoag, and Linda Kremer.
ABSENT: Horus Brailsford, Walter Wunsch
Non-Board Members Present: Cheryl Upshaw, Nadim Issa, Jon Olsen and Roeloff Varkivisser.
Dan Kehoe volunteered to take the Minutes for the meeting.

2. Reading and Disposition of the Minutes: The Minutes of the March 15th meeting were approved as amended.

3. Order of Business:

4.6 Complaint Committee: Joan Murphy reported on the letter John Glover, Jr. sent to the Scotts and Steinpfads and Tanya Scott's reply. Glover said that the Board may make rules regarding dirt bikes, such as speed limits and only riding in single file, but no insurance coverage is necessary for motorcycles per State law. Cheryl Upshaw gave a follow-up report to her conversations with the Scotts. Patrick recommended that the president respond to the Scott's, acknowledging their letter and recognizing that they need not have motorbike insurance.

Resignation of the Secretary: Joan Murphy had tendered her resignation as Secretary, Chair of the Complaint Committee, Noxious Weed Committee and as a Director of the GLA. Eric Newhouse moved and Philip Hoag seconded that the Board accept Joan's resignation and approve Jim Phipps to replace Joan on the Board. The motion passed. A discussion was held as to who would like to serve as Secretary. After some discussion the position was left open. Joan's letters of resignation are attached.

4.1 Treasurer's Report: Roelof Varkevissar went over the attached financial statement in detail and reported that the liens had been filed and the letters sent to the landowners. The financial report broke out the receipts in more detail. It was requested that the Accounts Receivables be broken out into pre-1998 receivables, 1998 receivables and 1999 receivables.

Maria and Joan pointed out that the next statements were going out at the end of April and that it would be an advantageous time to send out a bulletin on various GLA matters. After discussion the Board agreed to send out a bulletin covering the following items:
- Slow down to 25 mph on freshly graded and gravely roads.
- New STOP signs going in at Helios and Sirius.
- Remind landowners to notify their tenants of the covenant covering dogs running loose.
- Slowing down for children, pedestrians, and riders on horseback.
- Slow down around roadwork equipment.
- Notification on knapweed: GLA spraying easements and advising landowners of the need to

control noxious weeds on their property per State law and the Covenants.

Daniel volunteered to type it up and send it to Joan for the mailing.

4.3 Architecture Subcommittee: Andrew reported on the application by Jon Olsen to place a mobile home on Parcel 31W in Glastonbury North and showed a picture of the mobile home. Andrew moved and Eric seconded that Jon Olsen's preliminary application for placement of a mobile home be approved. The motion passed unanimously.

Joan pointed out that she had brought the Architecture Subcommittee's files and a list of items that needed follow-up. She also noted that the files needed to be taken home by someone else. Nadim Issa volunteered to take the files and do the follow-up.

This lead to the discussion of the part-time help that the Board would hire to take over some of the duties that Joan had been doing. Following the discussion, Patrick moved and Dan Kehoe seconded that the GLA put out a notice through the usual channels that the GLA has an Administrative Assistant job available, work entailed approximately 10 hours a week at $10.00 an hour. The job requires taking of minutes, attending Board meetings, handling the correspondence and paper flow of the organization and such reasonable duties as the Board assigns from time to time. The motion passed and Joan volunteered to write up and post the notice.

4.4 Road Committee: David Newhouse reported that the two STOP signs will be in place on Sirius by Helios soon. The discussions regarding the paving of Story Road is moving forward. The County came and met with several of the affected landowners the week previous. The Murphys and the Rocky Mountain Bank expressed interest in financially contributing to the effort.

Regarding the water reservoir for fire protection in high South Glastonbury: Since money had previously been budgeted for the project, Andrew moved and Linda seconded that Walter Wunsch hire someone to oversee the installation of the Church donated tank. The motion passed.

4.5 Noxious Weed Committee: Joan reported that she will contact Mark Nardin to spray the Glastonbury roadways and easements. She noted that landowners and organizations that do not combat knapweed can be fined up to $500 by the County. Philip Hoag suggested that the knapweed paragraph on the bulletin notify landowners of an available list of knapweed spraying contractors and that the GLA would first notify the landowners of an infestation on their property and if after six months (the next spraying season) no action is taken, the GLA would notify the County of the infestation. The Board agreed with this line of action.

4.7 Master Plan Committee: Daniel reported that a copy of the 3-15-99 draft of the Master Plan for both Glastonbury North and South was sent to Murray Steinman and several copies to Donald Knittel. Another copy were in the process of being sent to Hertha Lund. Murray Steinman was sent an e-mail requesting a meeting and notifying him of the seven people who were the team designated by the Board to meet with the Church. No reply had been received to date. Daniel said that in a conversation with Hertha, she advised him to send a detailed message to Murray and Donald as they were not aware of what kind of a response was expected from the Church. Patrick reported his conversation with Murray at the recent birthday party at the Ranch.

Andrew moved and Dan seconded that a smaller team contact the Ranch made up of Patrick, Daniel and William Smith. A spirited and impassioned discussion of this motion and its

ramifications on the earlier motion to send a seven member team followed. The Board agreed that Patrick should replace Joan in her position as one of the original seven team members.

The Board discussed and spelled out that the main points to be made to the Church as follows:
- give an overview of the Master Plan,
- decouple the land grant to the teaching centers from the passage of the Master Plan,
- get a sense of the Church's time frame,
- bring new members of the Church team up-to-date with Edward Francis' original offer and the offer to put the former "reserve land" and the Lindorfer property under the Covenants if the Master Plan was approved by the Church and a majority of the landowners
- sell the Church on the idea of reinvesting and recommitting to the community process in Glastonbury, come to GLA board meetings and especially attending the next community meetings on the Master Plan.

The upshot of Andrew's motion was that the Board agreed that it needed to stay flexible in dealing with the Church, follow the Church's lead in team size and that it was important to present a unified position. The Board agreed to have Patrick call Murray and find out how many people they would like to meet with and then apprise the seven team members of the situation and poll them as to who should fill meet with the Church.

Patrick suggested that Daniel call Linda and apprise her of the Boards decision and express the Board's concern that there be resolution on the subject. Daniel agreed to follow-up with Linda.

The meeting ended at about 11:00 PM.

1999-04-12_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

April 12, 1999

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business

3.1 New Board Member, Jim Phipps, to replace Joan Murphy
3.2 Election of Secretary

4. Report of Officers and Committees.

4.1 **Treasurer's Report** - Maria Scoble

4.2 **Finance Committee** - Maria Scoble, Chair

4.3 **Architecture Subcommittee** - Andrew Field, Chair
Subdivision and building approvals

4.4 **Road Committee** - David Newhouse - Chair
Follow-up: GAV STOP signs
Follow-up: Letter to Cty Commissioners re: permission to grade Cty roads when G'bury's graded

4.5 **Noxious Weed Committee** -

4.6 **Complaint Committee** -
Off road bikes on easements and private property in G'bury N

4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
Follow-up: Review changes in LUMP from neighborhood meetings

5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility - D. Newhouse
   7.2 Tree removal guideline - P. Hoag
   7.3 Accounting Procedures - M. Scoble
   7.4 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   7.5 Fridley Creek diversion repair - Sven Anderson/D. Newhouse
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting -
11. Adjournment

Spring Reminders

From the Friendly Folks of the GLA

ROAD NEWS:

Two STOP signs are going up on Sirius at the Helios Drive intersection. The intersection will become a three-way stop.

The roads will be graded soon...so
A) Slow down when approaching and passing road work equipment.
B) Drive 25 mph or slower on the gravel (or it will washboard in a few hours).
C) All drivers and vehicles must have the necessary license, registration and insurance.
D) Drive on the grass to keep the dust down.
E) Most of the above ("D" is the incorrect answer).

Rites of Spring: Dogs and horses are coming out of hibernation:

Do animals have souls? We aren't sure, but we wouldn't want any pets to lose theirs, so remember - the Covenants call for man's best friend to be restrained by fence or leash and not allowed to roam free around the neighborhood. Landowners, please notify your renters of this harmonizing influence on the neighborhood.

Road etiquette and safety: When driving by pedestrians, children playing or a horse with an equestrian, for the safety of all, please slow way down and give them wide berth. Horses have been known to have a strange sense of humor and, on a slow day, will take any excuse to get spooked to the possible detriment of the rider (mass x acceleration + panic + astrological influences = detriment).

All thats green isn't gold:

The GLA will be contracting to have the road easements sprayed for knapweed this Spring and Fall. The herbicide that will be used is more effective than Tordon and doesn't have the lasting residual effect in the soil. Knapweed has been getting worse in Glastonbury and has come to the attention of Park County. The County is cracking down on landowners that are not eradicating it and can levy a $500 fine. Ouch. This is a problem that both our State law and Covenants mandate our response. Upon request, the GLA will provide landowners a list of contractors who will spray knapweed.

The GLA is fully committed to joining the County in controlling knaughty knapweed. We will notify landowners of problem areas that are not being addressed. We realize that out-of-state landowners may be unaware of an infestation on their property, since it spreads so fast. One knapweed flower can throw off 70 seeds! If no action is taken within six months, the GLA will notify the County of the problem. Don't be caught knapping!

March 17, 1999

Mr. Daniel Kehoe, Jr.
President, Glastonbury
Landowners Association
P.O. Box 312
Emigrant, Mt 59027

Dear Daniel,

This letter is to notify you of my resignation from the Board of Directors of the Glastonbury Landowners Association effective March 31, 1999. My reasons for resigning are because of my physical health and a new direction for my life.

These past three years have been rewarding for me as I served the Community and its residents. I am grateful to have been associated with the other Board members as we laid the foundation for our beloved Glastonbury. I shall miss being a part of the team, however, it is time to move on.

Sincerely yours,

Joan Murphy

Joan Murphy

BERG, LILLY, ANDRIOLO & TOLLEFSEN

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

MICHAEL J. [illegible]
RICHARD [illegible] AN
GIGA TOLLEFSEN
RIENNE H. McELYEA
DANIEL P. BUCKLEY
[illegible] ADLER
[illegible] EL
BERG JR.

ADVANCED TECHNOLOGY [illegible]
910 TECHNOLOGY [illegible]
BOZEMAN, MT [illegible]

TELEPHONE [illegible] 3181
FAX (406) [illegible] 3240

March 25, 1999

VIA CERTIFIED MAIL

Ian and Tonya Scott
Josh Steinpfad
P.O. Box 1137
Emigrant, MT 59027

RE: Motorcycle Use Within Glastenbury Subdivision

Dear Mr. Scott, Mrs. Scott and Mr. Steinpfad:

This office represents the Glastenbury Landowners Association, Inc. As you are aware, the Board of Directors of the Association has received several complaints from other landowners within the subdivision concerning the riding of motorcycles both on and off road by your sons Chris, Micah, and Josh within the subdivision. Chris, Micah, and Josh been riding their motorcycles on private property without permission (trespass) and have been operating the motorcycles on the subdivision roads in an unsafe manner. The Association has notified you of the pertinent Association regulations and provisions in the Covenants concerning such use, however, the unauthorized use has continued unabated.

A copy of the Road Rule Resolution adopted by the Association is enclosed herewith as are the applicable sections of the Covenants. Certain language is highlighted therein for your convenience.

Please be advised that if Chris, Micah and Josh continue to operate their motorcycles in violation of the Association rules, including but not limited to the Road Rule Resolution and or pursuant to the Covenants, you may be subject to the Association's enforcement letter shall constitute notice of violation of the Covenants as provided therein.

The Association also requests that you provide proof of compliance with the Road Rule Resolution by providing copies of the licensing and registration of the motorcycles, of the licenses of the

...ors, and of the liability insurance maintained on ea... cle. Please send this information either to this office o... the Association at P.O. Box 312, Emigrant, MT 59027.

...that these violations will cease immediately, and that all future operation of motorcycles or any other motorized vehicles the t... will be in accordance with the rules of the community. Thank you for your cooperation in this regard. Please feel free to contact me with any questions.

Sincere...

John T. Glover, Jr.

cc: Glastonbury Landowners' Association

1999-05-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting

Minutes
May 3, 1999

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr. at 7:15 PM at Healing Wings, Emigrant, MT. Opening prayer was offered by David Newhouse.
PRESENT: Daniel Kehoe, Jr. (president), Andrew Field (vice-president), Maria Scoble (treasurer), David Newhouse, Jim Phipps, Eric Newhouse, Dan Kehoe, Sr., Philip Hoag, Linda Kremer, Patrick Wolberd and Horus Brailsford.
ABSENT: Walter Wunsch
PROXY REC'D: W. Wunsch to Dan Kehoe, Sr.
Dan Kehoe volunteered to take the Minutes for the meeting.

2. Reading and Disposition of the Minutes: Maria moved and Dan Kehoe, Sr. seconded that the Minutes of the April 12th meeting be approved as amended. The motion carried unanimously.

3. Order of Business:
Daniel opened a short discussion on ground rules for the conduct of the meeting to assure that Board members giving reports weren't interrupted and that everyone was heard on any given subject. In the discussion the point was made to also call for "no" votes on the motions. The Board agreed that this method would lead to better meetings.

3.1 Executive Assistant applications: Daniel reported that four applications were received for executive assistant: Eileen Alexander, Thomas Moser, Julie Murphy and Beverly Marvin. The Board set the criteria for interviewing the applicants. Daniel and Maria volunteered to do the interviewing. The Board discussed the need to have a Secretary that is a Board member. No one was nominated or volunteered for the position.

4.7 Master Plan Committee: Patrick Wolberd reported on his phone conversation with Murray Steinman. Murray was receptive and appreciative of the call. Patrick explained that there was a team of 7 people designated by the Board to meet with the Church, discussed that the Master Plan needed to be brought to the membership and a conclusion. Murray was aware of some of the history of Glasontbury and wanted to see the community move forward. He would be getting back with Patrick the week of May 3rd. They also discussed the paving of Story Road and the ramifications on future paving of the road into South Glastonbury if the Church put money toward the Story Road paving.

8. New Business: Maria moved and Dan Sr. seconded that no GLA Board meetings be held on the 3rd or 23rd of the month due to scheduled Church services. The motion passed with three abstaining.

4.1 Treasurer's Report: There was no Treasurer's report. Maria did report that the statements with the one page informational flyer were being mailed.

4.6 Complaint Committee: Maria read a report from Joan Murphy regarding the continued use of motorcycles on Glastonbury roads in an unsafe and rude way. Joan's report is attached to these Minutes. Joan referred the calls to Nadim Issa as the new chairman of the Complaint Committee. Joan's report pointed out that the Board still has not received from Josh and Chris Steinpfad proof of licensing to drive motorcycles. A follow-up letter was needed to the Steinpfads and Scotts for the president. Daniel was to follow up with Nadim.

4.5 Noxious Weed Committee: Joan sent the attached report regarding Mark Nardin and his spraying of the Glastonbury road easements in late May.

4.3 Architecture Subcommittee: Andrew reported on the application for preliminary approval for a building on Parcel 88A in high South Glastonbury by Eric Newhouse as the contractor. Andrew moved and Philip seconded the motion to approve, noting the Sanitation Boand had been waived due to Eric Newhouse's track record of keeping his job sites run well. The motion carried with one abstaining vote.

4.4 Road Committee: David Newhouse reported that the two STOP signs were not yet in place on Sirius by Helios. Daniel brought up on behalf of William Pitt the earlier approval of a locked gate by Mr. Pitts's property in high South for which the money was already appropriated. The Boared discussed moving forward with that project in conjunction with the Newhouses working on their Parcel 88A South construction job.

The meeting ended with no further business.

1999-05-03_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

May 3, 1999

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business

3.1 Executive Assistant applications

4. Report of Officers and Committees.

4.1 **Treasurer's Report** - Maria Scoble
Action item: Bulletin to go with statements. D Kehoe, Jr. w/ input

4.2 **Finance Committee** - Maria Scoble, Chair

4.3 **Architecture Subcommittee** - Andrew Field, Chair
Subdivision and building approvals

4.4 **Road Committee** - David Newhouse - Chair
Follow-up: GAV STOP signs
Follow-up: Gate by W. Pitt's property

4.5 **Noxious Weed Committee** - new chairman needed

4.6 **Complaint Committee** - new chairman needed
Action item: D. Kehoe, Jr. to write letter acknowledging the Scott's letter.

4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
Action item: P. Wolberd follow-up with M. Steinman

5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility - D. Newhouse
   7.2 Tree removal guideline - P. Hoag
   7.3 Accounting Procedures - M. Scoble
   7.4 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   7.5 Fridley Creek diversion repair - Sven Anderson/D. Newhouse
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting -
11. Adjournment

1999-05-24_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting

Minutes
May 24, 1999

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr. at 7:15 PM at Healing Wings, Emigrant, MT. Opening prayer was offered by Andrew Field.
PRESENT: Daniel Kehoe, Jr. (president), Andrew Field (vice-president), David Newhouse, Jim Phipps, Eric Newhouse, Dan Kehoe, Sr., Philip Hoag, and Patrick Wolberd.
ABSENT: Horus Brailsford, Linda Kremer, Maria Scoble, and Walter Wunsch (first half absent)
PROXY REC'D: W. Wunsch to Dan Kehoe, Sr., Maria Scoble to David Newhouse.
ALSO ATTENDING: (after 9:30 PM) Murray Steinman, Patricia Spadero-Yorwerth, Regina Wunsch
Dan Kehoe volunteered to take the Minutes for the meeting.

2. Reading and Disposition of the Minutes: The Minutes of the May 3rd meeting were unanimously approved as corrected.

3. Order of Business:

3.1 Executive Assistant applications: Daniel reported that the four applicants had not been interviewed yet. No one was nominated or volunteered for the office of Secretary. Members of the Board felt that once the administrative assistant was hired, the duties of the Secretary could better be seen and the office filled.

4.1 and 4.2 Treasurer Report/Finance Committee: There was no Treasurer Report.

4.3 Architecture Subcommittee: Andrew reported on the application for preliminary approval for the construction of a pyramid shaped artist/meditation studio on Parcel 32 North (Edward Anderson parcel owner).
MOTION: Andrew moved and Patrick seconded the motion to approve the construction application for the studio on Parcel 32 North. The motion carried unanimously.

4.7 Master Plan Committee (Part 1): Patrick Wolberd reported on his phone conversation with Murray Steinman and that Murray would be dropping by this meeting following a meeting in North Glastonbury. The Board reviewed it's position on the Master Plan and what it would response it would like to see from the Church. Besides the Master Plan proper these areas included getting the records of the Church's Glastonbury Review Committee and a discussion of the mineral and surface water rights for Glastonbury. Dan Kehoe gave a report of his meeting with Jackie Robinson of the Planning Office. Daniel handed out copies of the County's reply to William Pitt's request of a subdivision in high South Glastonbury. A copy is attached.

4.4 Road Committee: FOLLOW-UP STOP signs by GAV: David Newhouse reported that the two STOP signs would soon be in place on Sirius by Helios.
FOLLOW-UP Gate by Pitt property: David would check using the GLA gate on Parcel 56 S or the CRI gate on Parcel 70 S instead of using two gates.
Regarding Story Road paving project: Patrick reported speaking with Mike Grove, the president of the First National Bank in Emigrant. Mike has a certain amount of funds set aside to pave up to

the bank and invited a representative of the GLA to the May 28th meeting with Mike and Sean Murphy. Mike offered to finance any GLA financial assistance to the project if it was necessary for the GLA. In preparation to discuss this topic with Murray, the Board agreed to allot $15,000 to the paving of Story Road and an equal amount to help Park County fix the chronically washboard curve by Avalon Drive and the grade on Dry Creek Road by South Glastonbury. Murray and Patricia arrived at this point in the discussion. Patrick briefed Murray on the background of the paving project: That Park Count will provide the equipment, bedding material and their personnel. Sean Murphy has $15,000 in escrow with the County toward the paving. Patrick explained that paving the road would enhance the property values in North Glastonbury, which positively affect the Church's parcels that make up the former "Reserved Land" parcels. Murray said he would take the matter back to the Board and try to get a $15,000 "soft" commitment for the paving project from the Church in time for David's May 28th meeting.

4.7 Master Plan Committee (Part 2): The Board explained to Murray that the GLA needed: 1) a contact person(s), 2) Church feedback on the Master Plan and 3) a discussion with Church representatives on getting the former Glastonbury land and the Lindorfer property land put under the Restated Covenants and that the teaching centers, apart from the main Glastonbury process desired resolution of the offer of a grant of land for the teaching centers. Dan Kehoe reported his conversation with Jackie Robinson of the Park County planning office and the County's fear of the Church doing more subdivisions. The County would like to have a meeting of members of the Planning office and representatives of the GLA and the Church regarding future development in Glastonbury.

Murray explained how the Church process works and said he would be the contact person and shepherd this process through the Church channels. He asked for an educational packet explaining the history of the process and what we want specifically from the Church. Dan Kehoe said he had just prepared a historical perspective on the teaching center/Churhc negotiations and would deliver it to Murray's office the next day. Daniel said he had a file of Edward Francis' correspondence on the process of gifting lands to the two teaching centers in Glastonbury and would send those with the packet. Murray pointed out that timing would be difficult before the July class. Patrick pointed out that the pattern the GLA and its predecessor had encountered over the last three years was that before a class time was tight, after a class everyone went on vacation and that there never did seem to be a good time to address Glastonbury issues. Murray listened to the assessment and said he would do his best to move it forward as quickly as possible.

4.5 Noxious Weed Committee: No report.

4.6 Complaint Committee: No report.

The meeting ended at 10:30 PM with no further business.

1999-05-24_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

May 24, 1999

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business

3.1 Filling the office of Secretary
3.2 Executive assistant position

4. Report of Officers and Committees.

4.1 **Treasurer's Report** - Maria Scoble

4.2 **Finance Committee** - Maria Scoble, Chair

4.3 **Architecture Subcommittee** - Andrew Field, Chair
Subdivision and building approvals

4.4 **Road Committee** - David Newhouse - Chair
Follow-up: GAV STOP signs
Follow-up: Gate by W. Pitt's property

4.5 **Noxious Weed Committee** - new chairman needed

4.6 **Complaint Committee** - new chairman needed
Action item: D. Kehoe, Jr. to write letter acknowledging the Scott's letter.

4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
Action item: P. Wolberd follow-up with M. Steinman

5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility - D. Newhouse
   7.2 Tree removal guideline - P. Hoag
   7.3 Accounting Procedures - M. Scoble
   7.4 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   7.5 Fridley Creek diversion repair - Sven Anderson/D. Newhouse
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting -
11. Adjournment

1999-06-21_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Minutes
June 21, 1999

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr. at 7:10 PM at Healing Wings, Emigrant, MT. Opening prayer was offered by Andrew Field.
PRESENT: Daniel Kehoe, Jr. (president), Maria Scoble (treasurer), David Newhouse, Jim Phipps, Walter Wunsch, Philip Hoag, Andrew Field, and Patrick Wolberd.
ABSENT: Horus Brailsford, Linda Kremer, Eric Newhouse, and Dan Kehoe, Sr.
PROXY REC'D: Linda Kremer to Maria Scoble.
ALSO ATTENDING: Roeloff Varkivisser, Joan Murphy
Dan Kehoe took the Minutes for the meeting.

2. Reading and Disposition of the Minutes: The Minutes of the May 24th meeting were unanimously approved as corrected.

3. Order of Business:

3.1 Executive Assistant applications: Jim Phipps and Patrick Wolberd replaced Daniel on the executive assistant interviewing team. The time for the interviewing was set for the following Monday evening.

4.1 Treasurer Report: Roeloff Varkivisser presented the attached Balance Sheet and the Income and Expenditure Report.

4.2 Finance Committee: No report.

4.3 Architecture Subcommittee: Andrew reported on the application for preliminary approval for the construction of a log home/dance studio on Parcel 56 North (Pittendorfer/Rakela parcel owner).
FOLLOW-UP: Philip Hoag would follow-up and talk to Rik to get clarifications on his application.

4.4 Road Committee: FOLLOW-UP: STOP signs by GAV: David Newhouse reported that the STOP signs are in place on Sirius by Helios.
FOLLOW-UP: Gate by Pitt property: David placed the GLA gate from Parcel 56 S by the posts in high South, but has to get the hardware to attach it to the post..
FOLLOWUP: Story Road paving project: David reported that the group paving the road will be getting competetive sealed bids that will be opened July 2nd at the First National Bank in Emigrant. He presented to the Board the attached letter/agreement from Thomas Mosser. The Board wnated clarification on what areas of hte road would receive priority if hte bids were to high and the job was scaled back, who holds the money in escrow fro the project, who is the contractor with thepaving company and why the agreement isn't with the county.
MOTION: Philip made the motionand Patrick seconded, to allot $15,000 to the paving of Story Road and intend to approve a maximum of $15,000 to help Park County fix Dry Creek Road by Glastonbury South at a future date.The motion passed unanimously.

MOTION: Patrick made the motion and Andrew seconded to have the GLA President discuss the letter/agreement with the GLA attorney with the intent to approve of the allotment of funds. The President and the attorney could work out the necessary alternate letter if necessary. The motion passed unanimously.

4.5 Noxious Weed Committee: No report.

4.6 Complaint Committee: No report.

4.7 Master Plan Committee: No report.

The meeting ended at 10:30 PM with no further business.

1999-06-21_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

June 21, 1999

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business

3.1 Filling the office of Secretary
3.2 Executive assistant position

4. Report of Officers and Committees.

4.1 **Treasurer's Report** - Maria Scoble

4.2 **Finance Committee** - Maria Scoble, Chair

4.3 **Architecture Subcommittee** - Andrew Field, Chair
Subdivision and building approvals

4.4 **Road Committee** - David Newhouse - Chair
Follow-up: GAV STOP signs
Follow-up: Gate by W. Pitt's property
Follow-up: Sign to high South (D. Kehoe)

4.5 **Noxious Weed Committee** - new chairman needed

4.6 **Complaint Committee** - new chairman needed
Action item: D. Kehoe, Jr. to write letter acknowledging the Scott's letter.

4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
Action Item: G'bury historical report to Murray Steinman's office

5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility - D. Newhouse
   7.2 Tree removal guideline - P. Hoag
   7.3 Accounting Procedures - M. Scoble
   7.4 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   7.5 Fridley Creek diversion repair - Sven Anderson/D. Newhouse
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting -
11. Adjournment

21, 1999

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of June 21, 1999

	Jun 21, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	20,352.33
1st National Bank Savings	95,274.93
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	125,627.26
Accounts Receivable	
Accounts Receivable	59,549.46
Total Accounts Receivable	59,549.46
Total Current Assets	185,176.72
TOTAL ASSETS	**185,176.72**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,325.04
Net Income	67,035.17
Total Equity	185,176.72
TOTAL LIABILITIES & EQUITY	**185,176.72**

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Income & Expense Report
January 1 through June 21, 1999

		Jan 1 - Jun 21, '99
Income		
Assessment Prior to 1998 Paid		5,355.51
Bond Account		240.00
Finance Charges		10.21
Interest Income		1,392.89
Land & Dwelling Assessment		
Dwelling Assessment 1998	2,304.16	
Dwelling Assessment 1999	13,248.68	
Golden Age Village Assessment	1,470.00	
Land Assessment 1998	3,225.33	
Land Assessment 1999	20,514.66	
Total Land & Dwelling Assessm...		40,762.83
Late Fees/Finance Charge		-7.29
Upgrade Fee		7,888.23
Total Income		55,642.38
Expense		
License & Taxes		10.00
Materials		60.00
Office Expense		
Copying & Mailing	553.18	
Secretarial	299.36	
Supplies	92.14	
Total Office Expense		944.68
Postage		127.44
Professional Fees		
Accounting	887.91	
Legal Council/Service	172.65	
Total Professional Fees		1,060.56
Rental		120.00
Repairs & Maintenance		
Equiment Repair	28.64	
Repairs & Maintenance - Other	35.00	
Total Repairs & Maintenance		63.64

Income & Expense Report

January 1 through June 21, 1999

	Jan 1 - Jun 21, '99
Road Repairs & Maintenance	
Grading & Graveling	1,235.00
Snow Plowing	4,085.20
Total Road Repairs & Maintenan...	5,320.20
Total Expense	7,706.52
Net Income	47,935.86

1-24-99

PROXY

This is to transfer voting power to

DAN KEAHOE, SR

1999-07-19_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting
Minutes
July 19, 1999

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr. at 7:20 PM at Healing Wings, Emigrant, MT. Opening prayer was offered by Daniel.
PRESENT: Daniel Kehoe, Jr. (president), Andrew Field, (vice president), Maria Scoble (treasurer), David Newhouse, Jim Phipps, Horus Brailsford, and Patrick Wolberd.
ABSENT: Linda Kremer, Eric Newhouse, and Dan Kehoe, Sr.
PROXY RECD: Walter Wunsch to Andrew Field, Eric Newhouse to David Newhouse.
ALSO ATTENDING: Julie (Murphy) Brennan, Joan Murphy

2. Reading and Disposition of the Minutes: Upon motion by Horus and seconded by Jim, the Minutes of the June 21st meeting were unanimously approved as corrected.

3. Order of Business:

3.1 Executive Assistant applications: Jim Phipps reported that the interviewing team met with Julie Brennan, Eileen Alexander, Thomas Moser, and Beverly Marvin. The position is tied between Julie and Beverly. Julie will be taking minutes for the July 19th meeting and Beverly to take the minutes for the August meeting. Jim notified all the applicants of the Committee's decision.

3.1 Office of Secretary: Maria Scoble asked Jim Phipps if he would fill the role of Secretary overseeing the secretarial work and filling the legal role of Secretary. Jim expressed his reservations, but agreed to be the Acting Secretary if elected. Maria moved and Andrew seconded the motion to elect Jim to the office of Acting Secretary. The motion passed unanimously.

4.0 Reports of Officers and Committees

4.1 Treasurer Report: Maria Scoble presented the attached Balance Sheet and the Income and Expenditure Report.

4.2 Finance Committee: No report.

4.3 Architecture Subcommittee: Andrew Field, chair. Andrew reported on the application for preliminary approval for the construction of a home on Parcel 37 North by Dewayne Patterson.
MOTION: Andrew moved and Horus seconded the motion to approve the project as submitted. The motion passed unanimously.

4.4 Road Committee: David Newhouse, chair.
Daniel asked David about the weed cutting in the road easement for this year. David said the tractor and cutting bar were in North Glastonbury. The Board discussed spraying the easement for noxious weeds before the cutting began for the most effective weed control.
FOLLOW-UP: David will contact Charlie Hull to see if he would operate the tractor. David would check with Wayne Mansaw to see if his trailer could be used to move the tractor to South Glastonbury.
FOLLOW-UP: Daniel would work with Joan Murphy to contact people to spray for weeds and then call David to apprise him of the situation. Daniel will contact Donald Knittle at the Ranch to see what the ranch's plans are for spraying for noxious weeds.

Daniel and David reported on the Story Road paving project. Thomas Moser sent in a letter offering to be the contractor for the job, since the County does not want to be in that position.
FOLLOW-UP: Since the Story Road paving bids were $30,000 over the budgeted amount, David will see what the cost would be without the extra paving areas.
FOLLOW-UP: David will follow-up with Archie Mann to complete the road work the GLA contracted with the Ranch to complete this year.

MOTION: David moved and Horus seconded the motion for $15,000 to be allotted to the Road Committee to test a new binder agent on heavily washboarded areas of Capricorn and Taurus in Norht Glastonbury and use a roller to get the areas fixed. The Board unanimously approved the motion contingent upon the results from David's sample test patch.

4.5 Noxious Weed Committee: No report.

4.6 Complaint Committee: No report.

4.7 Master Plan Committee: Daniel Kehoe, Jr. chair. No report.

5.0 Ombusdsman Report. No reports.

6.0 Unfinished Business.
Patrick reported on his conversation with the insurance agent and the letter from the insurance company. He recommended that the GLA stay with the current insurance coverage. The GLA's other options were self insurance or no insurance. Patrick was asked to pursue if further coverage amounts were feasible or possible.

7.0 New Business.
Maria asked about handling the payment of the executive assistant position.
FOLLOW-UP: Daniel will consult with Tom Shellenberg on this matter.

The meeting ended with no further business.

1999-07-19_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

July 19, 1999

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business

3.1 Executive assistant position
3.2 Filling the office of Secretary

4. Report of Officers and Committees.

4.1 **Treasurer's Report** - Maria Scoble

4.2 **Finance Committee** - Maria Scoble, Chair

4.3 **Architecture Subcommittee** - Andrew Field, Chair
Subdivision and building approvals

4.4 **Road Committee** - David Newhouse - Chair
Follow-up: Gate by W. Pitt's property
Follow-up: Sign to high South (D. Kehoe)

4.5 **Noxious Weed Committee** - new chairman needed

4.6 **Complaint Committee** - new chairman needed
Action item: D. Kehoe, Jr. to write letter acknowledging the Scott's letter.

4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair

5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility - D. Newhouse
   7.2 Tree removal guideline - P. Hoag
   7.3 Accounting Procedures - M. Scoble
   7.4 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   7.5 Fridley Creek diversion repair - Sven Anderson/D. Newhouse
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting -
11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of July 15, 1999

	Jul 15, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	14,848.54
1st National Bank Savings	95,612.27
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	120,460.81
Accounts Receivable	
Accounts Receivable	57,147.20
Total Accounts Receivable	57,147.20
Total Current Assets	177,608.01
TOTAL ASSETS	**177,608.01**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,325.04
Net Income	59,466.46
Total Equity	177,608.01
TOTAL LIABILITIES & EQUITY	**177,608.01**

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Income & Expense Report
January 1 through July 15, 1999

	Jan 1 - Jul 15, '99
Income	
Assessment Prior to 1998 Paid	6,668.80
Bond Account	240.00
Finance Charges	10.21
Interest Income	1,730.23
Land & Dwelling Assessment	
Dwelling Assessment 1998	2,416.47
Dwelling Assessment 1999	13,823.68
Golden Age Village Assessme...	1,470.00
Land Assessment 1998	3,379.99
Land Assessment 1999	21,244.66
Total Land & Dwelling Assessm...	42,334.80
Late Fees/Finance Charge	-7.29
Upgrade Fee	7,888.23
Total Income	58,864.98
Expense	
Insurance/Liability	4,583.53
License & Taxes	10.00
Materials	60.00
Office Expense	
Copying & Mailing	553.18
Secretarial	299.36
Supplies	92.14
Total Office Expense	944.68
Postage	127.44
Professional Fees	
Accounting	970.63
Legal Council/Service	184.95
Total Professional Fees	1,155.58
Rental	140.00
Repairs & Maintenance	
Equiment Repair	28.64
Weed Control	558.00
Repairs & Maintenance - Other	35.00
Total Repairs & Maintenance	621.64

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Income & Expense Report
January 1 through July 15, 1999

	Jan 1 - Jul 15, '99
Road Repairs & Maintenance	
Grading & Graveling	4,322.50
Snow Plowing	4,085.20
Total Road Repairs & Maintena...	8,407.70
Total Expense	16,050.57
Net Income	42,814.41

7-19-99

PROXY to Jan Kehoe
Andrews Field VR.

Vote right.

Thanks

Walter Wendt

1999-08-16_BDGN.pdf

Glastonbury Landowners Asociation
Board of Directors Meeting
Minutes
8/16/99

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr. at 7:12 P.M. at Healing Wings, Emigrant, MT. Opening prayer was offered by Philip Hoag.
PRESENT: Daniel Kehoe, Jr. (president),Andrew Field (vice-president), Jim Phipps (Secretary), Maria Scoble (Treasurer), Patrick Wolberd, Philip Hoag, Daniel Kehoe, Sr., Walter Wunsch.
ABSENT: Horus Brailsford, Eric Newhouse, Linda Kremer
PROXY REC'D: David Newhouse to Jim Phipps, Linda Kremer to Maria Scoble.
ALSO ATTENDING: Julie Brennan.

2. Reading and Disposition of the Minutes: The minutes of the July 19th meeting were read. There was a discussion of a discrepancy in who should call Tom Shellenberg to answer a tax question. Daniel Kehoe Jr. said that he would call.
MOTION: Patrick moved and Maria seconded that Daniel would call and ask if the Executive Assistant should be an employee or paid by contractual fee. The motion carried unanimously.

3. Order of Business

3.1 Executive Assistant applications: Jim Phipps reported that Beverly Marvin called to say that she could not make the Board meeting, due to a planned trip to Kentucky.
MOTION: Andrew Field made the motion that Julie Brennan be given the job of Executive Assistant. Maria Scoble second the motion. The motion carried unanimously.
MOTION: Andrew Field made the motion that Julie Brennan be hired on a contractual basis in an on-going basis. Maria Scoble to second the motion. Motion was carried unanimously.

4.1 and 4.2 Treasurer Report and Finance Committee: Finance Committee, no report. Treasurer's Report was presented by Maria Scoble and is attached to these minutes. Maria recommends that each committee should put together a budget for next year.

4.3 Architecture Sub-Committee: Andrew Field proposed to move on hiring a part-time Manager who would keep track of building and sub-division projects. The Board wants to see a task/job description before pursuing hiring someone. The Board discussed four or five building projects that have been started by Landowners who were not following the Covenants and sending applications to the GLA.

The Board outlined a procedure for obtaining compliance from Landowners, if Landowners do not comply with covenants:

1. First step is an explanatory letter from GLA (Daniel Kehoe, Sr. will do the letter)
2. Second step would be a letter from the GLA attorney demanding compliance of explaining that the next step is that the GLA will get a court order to enforce compliance.
3. If noncompliance still remains following the second letter, the GLA will instruct the GLA attorney to file an injunction.

MOTION: Andrew moved and Walter seconded the motion to approve a building project for a log cabin on Parcel 56N by Rik Pittendorfer and Kathleen Rakela. Motion carried unanimously.

MOTION: Daniel Kehoe, Sr., motioned to approve the building project of a root cellar on Tract 7C North by Phillip Hoag with a dome roof in between the house and road ~~with irrigation~~. Andrew Field to second the motion. The motion carried unanimously with one abstention.

4.4 Road Committee: Jim Phipps gave the Road Committee Report for David Newhouse. Jim reported that David went to High South 2 days after the gate was moved by William Pitt's parcel and the gate was missing.
ACTION ITEM: Daniel will call Landowners in high South seeking information. If the gate cannot be found the theft will be reported to the Sherrif's office.
FOLLOW-UP: Sign to high South. Daniel reported no action yet taken.
FOLLOW-UP: Charlie Hull is not interested in cutting weeds.
Walter Wunsch recommended asking Richard Johnson.

FOLLOW-UP: David Newhouse sent dirt samples to the company in Florida. They said our dirt was very fine and needed a different formula than the one they sent.
The company is researching a new formula which will work, but will be more costly.

The Story Road project is being reconsidered on a smaller scale and with 3" topping instead of 4". The project coordinators are also hoping pricing will be better in the Fall.

Patrick Wolberd said that a contractor could not find Bradford Lane since it isn't on the present N. Glastonbury map.

ACTION ITEM: Daniel Kehoe, Jr., will ask William Smith and William Irby how the GLA could get maps for North and South Glastonbury with the new private roads on them.

4.5 Noxious Weed Committee: Daniel contacted Dan Skattum for spraying knapweed, hounds tongue and thistle in the road easements and asked for him to give the GLA pricing per mile or per hour or for the whole job. Philip Hoag read the attached letter to send to landowners for noxious weed spraying. Patrick Wolberd feels the letter should go to all landowners and to be consistent with all previous requests. The Board discussed an overall approach to curbing the weeds.

MOTION: Phillip moved and Dan Kehoe Sr. seconded the motion to notify Landowners that the GLA was offering a 25% rebate of the cost of spraying for knapweed, not to exceed $50, on a Glastonbury parcel or tract if the Landowner's GLA membership is paid to date on annual assessments and signs an annual contract with a licensed sprayer dated on or before September 30, 1999. To collect the rebate Landowners must submit a copy of the paid bill and signed contract. The Board, with two abstentions voted for the motion.

ACTION ITEM: Phillip to redraft letter, run by Daniel and work with Julie Brennan to send the letter on noxious weed spraying under the title: Native Wildflower Committee!

4.6 Complaint Committee: Complaint committee unchaired at the moment. Complaint from Daniel Kehoe, Sr., regarding metal cargo containers.

MOTION: Daniel Kehoe, Sr., moved and Phillip Hoag seconded the motion that after this date metal cargo containers not be allowed to be placed in the Community of Glastonbury for any above ground uses, unless such structure meets all building set back requirements and is out of sight from all Glastonbury roads and other properties in Glastonbury or if neighbors who could see the cargo container have no objections to its placement. Motion carried unanimously.

7.4 FIRE WATER RESERVIOR: Walter Wunsch reported that by the end of August the water tank will be cleaned, placed underground and ready to use.

4.8 Nominating Committee: Daniel reported that the people suggested for chairman were too busy to take on this job. Daniel read the proposal from Joan Murphy to do what was necessary to get the nomination letter out. The board approved paying Joan Murphy $100 to write and send nomination letters to the Landowners. Phillip accepted the office of chairman of the Nominating Committee.

MOTION: Motion moved by Dan,Sr. to accept proposal. Philip seconded the motion. Motion approved unanimously.

Next meeting on September 20th at 7:00 P.M.
Meeting adjourned at 9:46 P.M.

1999-08-16_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
Agenda

August 16, 1999

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business

3.1 Executive assistant position
Action Item: Daniel to follow up with T. Shellenberg re: 1099 status for the position

4. Report of Officers and Committees.

4.1 **Treasurer's Report** - Maria Scoble
Action item: Patrick to follow up with insurance company re: higher coverage

4.2 **Finance Committee** - Maria Scoble, Chair

4.3 **Architecture Subcommittee** - Andrew Field, Chair
Action Item: Pittendorfer application: Clarification on 3 year timeline (P. Hoag)
Action Item: Daniel to give Julie Murphy applications that need follow-up letters

4.4 **Road Committee** - David Newhouse - Chair
Action Item: Gate by W. Pitt's property (D. Newhouse)
Action Item: Sign to high South (D. Kehoe)
Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
Action Item: Contact weed sprayer before roadsides are cut. (D. Kehoe)
Action Item: Contact Charlie Hull to cut roadside brush (D Newhouse)
Action Item. Story Road project. (D. Newhouse)
Action Item: Try out material to help roads (D. Newhouse)

4.5 **Noxious Weed Committee** - new chairman needed
Action Item: Call D. Knittle re: weeds on CUT parcels. (D. Kehoe)

4.6 **Complaint Committee** - new chairman needed
Action item: D. Kehoe, Jr. to write letter acknowledging the Scott's letter.

4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
Action Item: Contact CUT re: Church's standing on Master Plan

4.8 **Nominating Committee**
Action Item: Contact Regina Wunsch and Judy Anderson re: chairing committee

5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility - D. Newhouse
   7.2 Tree removal guideline - P. Hoag
   7.3 Accounting Procedures - M. Scoble
   7.4 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   7.5 Fridley Creek diversion repair - Sven Anderson/D. Newhouse
8. **New Business**

9. **Open Floor Comments**

10. Next Meeting -

11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Balance Sheet
As of August 15, 1999

	Aug 15, '...
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	15,092.04
1st National Bank Savings	96,046.85
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	121,138.89
Accounts Receivable	
Accounts Receivable	55,102.81
Total Accounts Receivable	55,102.81
Total Current Assets	176,241.70
TOTAL ASSETS	**176,241.70**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,325.04
Net Income	58,100.15
Total Equity	176,241.70
TOTAL LIABILITIES & EQUITY	**176,241.70**

August 15, 1999

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Income & Expense Report
January 1 through August 15, 1999

	Jan 1 - Aug 15, '99
Income	
Assessment Prior to 1998 Paid	6,764.80
Bond Account	490.00
Finance Charges	-6.84
Interest Income	2,164.81
Land & Dwelling Assessment	
Dwelling Assessment 1998	2,776.47
Dwelling Assessment 1999	14,321.53
Golden Age Village Assessme...	1,470.00
Land Assessment 1998	3,499.99
Land Assessment 1999	21,704.09
Total Land & Dwelling Assessm...	43,772.08
Late Fees/Finance Charge	-47.52
Upgrade Fee	7,888.23
Total Income	61,025.56
Expense	
Insurance/Liability	4,583.53
License & Taxes	10.00
Materials	60.00
Office Expense	
Copying & Mailing	648.18
Secretarial	299.36
Supplies	92.14
Total Office Expense	1,039.68
Postage	127.44
Professional Fees	
Accounting	970.63
Legal Council/Service	184.95
Total Professional Fees	1,155.58
Rental	160.00
Repairs & Maintenance	
Equiment Repair	28.64
Weed Control	558.00
Repairs & Maintenance - Other	35.00
Total Repairs & Maintenance	621.64

GLASTONBURY LANDOWNERS ASSOCIATION, INC
Income & Expense Report
January 1 through August 15, 1999

	Jan 1 - Aug 15, '99
Road Repairs & Maintenance	
Grading & Graveling	5,720.00
Snow Plowing	4,085.20
Total Road Repairs & Maintena...	9,805.20
Total Expense	17,563.07
Net Income	43,462.49

Community of Glastonbury
Land Owner Covenant Complaint Form

Date 8·16·99

Name Of Land Owner Complainant: DANIEL J. KEHOE, SR.

Specific section in Covenants relating to alleged violation # 5.05, 6.01, 6.06
Regarding: METAL CARGO CONTAINERS IN GLASTONBURY

History of Problem: ON 7·15·99 HORUS BRAILSFORD told ME HE WAS SEEING ROSIE MANHEART ABOUT MOVING A CARGO CONTAINER ONTO HER PROPERTY (PARCEL 3E SOUTH). I told HORUS that it WAS NOT ALLOWED IN GLASTONBURY. HORUS SAID CARGO CONTAINERS ARE NOT MENTIONED IN THE COVENANTS. ON 7·16·99 I phoned HORUS and told him I CONSIDER THE CONTAINERS AN EYESORE IN A RESIDENTIAL COMMUNITY. HORUS SUGGESTED I WRITE UP A COMPLAINT TO THE GLASTONBURY BOARD ABOUT THE MATTER TO HAVE IT ADDRESSED SINCE (attach sheet if more space needed)
HE WAS PLANNING OTHER DELIVERIES.
Name of Landowner involved in purported violation: HORUS BRAILSFORD

Have you communicated with this landowner and tried to resolve the alleged violation? YES (If no, please do so before submitting a complaint.)

If you have attempted to communicate and resolve the problem on your own give the date and time and details of the exchange: SEE History OF THE PROBLEM ABOVE.
NOTE: THE CHURCH'S PROJECT REVIEW COMMITTEE ALLOWED STORAGE CONTAINERS DURING THE SHELTER BUILDING PERIOD IF THEY WERE USED IN CONJUNCTION WITH SHELTERS BUT NEVER FOR RESIDENTIAL USE. (attach sheet if more space needed)

Reviewed by Land Owners Association Board on: _____

Recommended Action: _____

Date received by Land Owners Association Board: _____

Mail this completed form to Glastonbury Land owners Association, P.O. Box ___ Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

5.05. Nuisances and Eyesores. Nuisances and eyesores shall not be allowed. It shall be in the Association's discretion and authority to determine what a nuisance or an eyesore is and to require removal, correction or abatement by the Landowner upon the giving of reasonable notice as provided in Section 10.02. Specifically, the following conditions shall not be allowed on parcels within the Community:

a. Abandoned trailers, mobile homes and other structures, junk (inoperative or unregistered) cars and equipment, scrap piles, brush piles, etc., in open view of platted roads and other parcels or land; and

b. Noxious odors, excessive noise or vibration, nuisances or other annoyances which, in fact, are infringing upon another's quiet use and enjoyment of his land.

SECTION 6. STRUCTURES AND IMPROVEMENTS

6.01. Association's Approval. A site plan and building plans satisfactory to the Association must be submitted by a Landowner to the Association for review and approval prior to beginning construction of any structure, the placing of any mobile home on a parcel or the carrying out of any other project for which review is required by the Master Plan, these covenants or any rule or regulation adopted in accordance therewith. The Association may retain a copy of the said plans in its files. The design of any improvement shall be safe and in accordance with this Declaration and the Master Plan. The Association shall conditionally or unconditionally approve the plans and make any recommendations deemed necessary or advisable, unless:

a. The plans are incomplete, are in violation of or are not in accordance with these covenants, the Master Plan, or any rule or regulation adopted in accordance therewith;

b. The proposed structure is, in the Association's opinion, unsafe, unsound, could pose a menace to the safety and health of other persons, or requires the assistance or input of an engineer; and/or

c. The plan or the proposed structure is unlawful in any way.

The Association's approval of any plans, together with any conditions or recommendations, shall not constitute an acceptance of any liability or an approval of the design, engineering, safety or legality of the structure or project–and the Association is hereby exempted from liability therefor.

6.06. Fallout Shelters. It is the policy of this development to recommend but not require the construction, installation or availability of a fallout shelter underneath, behind, in the basement of or within reasonable proximity to every dwelling or habitation placed upon any parcel.

1999-09-20_BDGN.pdf

GLASTONBURY LANDOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
September 20, 1999

1. CALL TO ORDER, PRAYER: The meeting was called to order by Daniel Kehoe, Jr. at 7:21 P.M. at Healing Wings, Emigrant, MT. Opening prayer was offered by Daniel Kehoe, Jr.

PRESENT: Daniel Kehoe Jr.(president), Daniel Kehoe Sr., David Newhouse, Linda Kremer, Jim Phipps (secretary), Eric Newhouse, Walter Wunsch and Patrick Wolberd (arrived later).
ABSENT: Andrew Field (vice-president), Maria Scoble (treasurer).
PROXY REC'D: Jim Phipps for Maria Scoble, David Newhouse for Patrick Wolberd.
ALSO ATTENDING: Julie Brennan, Nadim Issa, Joan Murphy, Roelof Varkevisser

2. READING AND DISPOSITION OF THE MINUTES: The minutes of the August 16th meeting were read. Linda Kremer did not receive the financial report. She had some difficulty in interpreting the minutes. Motion was carried unanimously to accept the minutes.

3. ORDER OF BUSINESS
Thomas Moser will come to our meeting this evening to discuss the Story Road project.

4.1 TREASURER'S REPORT: Maria Scoble, treasurer.
Roelof presented the attached financial report. Roelof was asked to present a report including a column with last year's figures for comparison purposes.
MOTION: Daniel Sr., made the motion and David Newhouse seconded the motion that the GLA forgives pre'98 dues of $1680 owed on the Hazen's Parcel 25 South, remove lien on the Hazen property to allow it to be subdivided, and place a lien for '98 & '99 dues of $360.00 each year on the Hazen's three subdivided parcels. The vote was carried unanimously.

ACTION ITEM: Daniel has not spoken to Tom Shellenberg yet.

4.3 ARCHITECTURE SUB-COMMITTEE: No report.

4.4 ROAD COMMITTEE: David Newhouse-Chair
ACTION ITEM: Gate by W. Pitt's property.
Gate by W. Pitt's ~~gate~~ was taken. Eric Newhouse proposed to send a telephone tree. Dan said that he would do it.

ACTION ITEM: Discussion of a new sign to High South that reads "←NFS Land Access ~~and~~ NO NFS Access→". The cost of adding to the sign is $120.00.

ACTION ITEM: Story Road Project.
Presentation by Thomas Moser. Thomas read the attached letter sent to Kate Gordon as background on the project. Neroli Duffy, Ken Frazier and Murray Steinman confirmed the Church's committment to $15,000. Furthermore, the Church would agree to increase in increments if necessary.
Thomas stated that he received a letter from Mike Grove stating the bank would contribute $12,500 to the Story Road Project. JTL gave a high bid of 102K. This was an increase of $30, 000 over the original bid. The August 30, 1999 contract for paving was at $80,000 for 3" paving. From Thomas' talks with JTL he thinks the price could go up 30% more next spring.

Thomas requested a $5,000 fee which was non-negotiable. In reference to scaling back the paving project to get it within budget, Thomas said the contract with JTL and Park County were non-

negotiable. If the Board didn't like the terms of the contracts or Thomas' $5000 fee, the agreements were off and no one owed Thomas anything. Eric suggested that the next move was for the parties to get together to discuss the project. Thomas stated emphatically that what was necessary was not for the parties to get together, but for one party to move forward and put their money in the escrow account.
Thomas Moser answered questions of the Board. There was a discussion of his fee of $5000.00.Under questioning from Linda and Patrick as to when Thomas thought his work became worth $5000, Thomas said when he got the contract with JTL and the County at the end of August.

MOTION: Patrick made the motion and Walter seconded the motion that the meeting close to GLA members and have a ten minute discussion and make a decision where to go with the project. Then have the President get back to Thomas Moser no later than September 25th. The vote carried unanimously.

The Board discussed the presentation made by Thomas Moser. Daniel reported his conversations with Mike Grove and Peggy Keathley. David reported his conversation with Sean Murphy.
MOTION: Patrick to make the motion, Daniel Sr. to second the motion to make a decision where to go with Thomas Moser. To send him a letter to thank him for his effort and state that we are unable to move forward with the project. Daniel will write the leter with copies to: Sean Murphy, Peggy Keathley, Mike Grove and Murray Steinman. The vote carried unanimously.

ACTION ITEM: Material to help roads. David Newhouse-materials are on it's way. Archie Mann will go over where to go and how to start. He is on the way to completing the roadside job.

4.5 NATIVE WILDFLOWER COMMITTEE
ACTION ITEM: Daniel will contact the weed sprayer.
Richard Johnson will do the job of cutting roadside brush.

4.8 NOMINATING COMMITTEE
MOTION: Patrick moved and Walter seconded that Regina Wunsch be appointed to be a member of the Nominating Committee. Joan Murphy stated that the Covenants require 2 Board members to be on the Nominating Committee and she was aware of only one on the Committee:
Philip Hoag, Committee Chairman. Patrick stated that Maria Scoble was a member of the Committee.

4.9 FIRE WATER RESERVOIR
Walter contacted Kathleen Ramp and she has been contemplating seeking legal advice. She asked for a precise map. The property is located at Golmeyer Creek.
Walter stated we should decide if we want the property as a park for the community. We should work with Kathleen to place the tank on her property.

6. UNFINISHED BUSINESS
6.1 OFF ROAD VEHICLE DRIVING
A vehicle was driving off road across Parcel 57. The Board established the step leading up to calling the sheriff:

A. Verbal contact with the driver, by the observing Landowner
B. Letter following up conversation from GLA
C. Contact the sheriff upon another violation. by Landowner who's land was trespassed.

ACTION ITEM: Daniel to call William Pitt, re: offroad driving

6.2 ROAD MANAGER POSITION
Jim Phipps to write a job description for this position.

6.3 CONTAINERS

MOTION: Patrick made the motion and Walter to second the motion that the storage container paragraph be amended. The vote carried unanimously.
The paragraph will read as follows:

After August 16, 1999 metal cargo containers shall not be allowed to be placed in the Community of Glastonbury for any above ground uses, unless such structure meets all building setback requirements and is out of sight from all Glastonbury Road and other properties in Glastonbury. A waiver to this ruling concerning being out of sight from other Glastonbury properties is possible, if neighbors have no objection to said placement.

Adjournment: 10:19 P.M.
Next meeting set for 10/18/99.

1999-09-20_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
September 20, 1999

Draft Agenda (as of 8/22/99)

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
4. Report of Officers and Committees.

   4.1 **Treasurer's Report** - Maria Scoble, Treasurer
   Action item: Insurance company re: higher coverage (P. Wolberd)
   Action Item: T. Shellenberg re: 1099 status for the position (D. Kehoe)

   4.2 **Finance Committee** - Maria Scoble, Chair
   Action Item: Presentation to the Board re: ways to allot GLA funds for maximum stewardship

   4.3 **Architecture Subcommittee** - Andrew Field, Chair
   Action Item: Parcel 56S Subdivision (Kehoe property)
   Action Item: Parcels 38S Subdivision (Kehoe property)

   4.4 **Road Committee** - David Newhouse - Chair
   Action Item: Gate by W. Pitt's property (D. Newhouse)(D. Kehoe phone calls)
   Action Item: Sign to high South (D. Kehoe)
   Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
   Action Item: Contact weed sprayer before roadsides are cut. (D. Kehoe)
   Action Item: Cutting roadside brush (D Newhouse)
   Action Item. Story Road project. (D. Newhouse)
   Action Item: Material to help roads (D. Newhouse)

   4.5 **Native Wildflower Committee** - new chairman needed
   Action Item: Call/email D. Knittle re: weeds on CUT parcels. (D. Kehoe)
   Action Item: Dan Skattum to spray easements and assess cost on major infestations. (D. Kehoe)
   Action Item: Kapweed control contract rebate offer letter (P. Hoag)

   4.6 **Complaint Committee** - new chairman needed
   Action item: Letter acknowledging the Scott's letter.(D. Kehoe)

   4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Contact CUT re: Church's standing on Master Plan
   Action Item: Agenda items to discuss with the Church:
   -Park/recreation land to GLA in Village Centers

   4.8 **Nominating Committee**- Philip Hoag, Chair
   Action Item: Nomination letter written and mailed by Joan Murphy

   4.9 **Fire Water Reservoir Committee** - Walter Wunsch, Chair

5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**

   6.1 Fridley Creek diversion repair - Sven Anderson/D. Newhouse

7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility (D. Newhouse/D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (M. Scoble)
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting -
11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Report
January 1 through September 19, 1999

	Jan 1 - Sep 19, '99
Income	
Assessment Prior to 1998 Paid	7,107.43
Bond Account	490.00
Finance Charges	-0.85
Interest Income	2,514.05
Land & Dwelling Assessment	
Dwelling Assessment 1998	2,926.47
Dwelling Assessment 1999	15,923.03
Golden Age Village Assessme...	1,470.00
Land Assessment 1998	3,912.93
Land Assessment 1999	25,605.59
Total Land & Dwelling Assessm...	49,838.02
Late Fees/Finance Charge	-35.96
Upgrade Fee	7,888.23
Total Income	67,800.92
Expense	
Insurance/Liability	4,583.53
License & Taxes	10.00
Materials	60.00
Office Expense	
Copying & Mailing	727.69
Secretarial	359.36
Supplies	92.14
Total Office Expense	1,179.19
Postage	127.44
Professional Fees	
Accounting	1,211.18
Legal Council/Service	184.95
Total Professional Fees	1,396.13
Rental	200.00
Repairs & Maintenance	
Equiment Repair	28.64
Weed Control	558.00
Repairs & Maintenance - Other	110.00
Total Repairs & Maintenance	696.64

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

September 19, 1999

Income & Expense Report

January 1 through September 19, 1999

	Jan 1 - Sep 19, '99
Road Repairs & Maintenance	
Grading & Graveling	5,720.00
Snow Plowing	4,085.20
Total Road Repairs & Maintena...	9,805.20
Total Expense	18,058.13
Net Income	**49,742.79**

GLA 00804

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Balance Sheet
As of September 19, 1999

	Sep 19, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	21,020.10
1st National Bank Savings	96,396.09
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	127,416.19
Accounts Receivable	
Accounts Receivable	48,688.75
Total Accounts Receivable	48,688.75
Total Current Assets	176,104.94
TOTAL ASSETS	**176,104.94**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,325.04
Net Income	57,963.39
Total Equity	176,104.94
TOTAL LIABILITIES & EQUITY	**176,104.94**

JOB DESCRIPTION
MANAGER
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

The Landowners Associations Managers position is one of a facilitator to assist the landowners in enjoying the amenities of the community and of assisting the Association Directors is accomplishing the work they have been elected to do The position is not one of an enforcer or police officer however at times the Manager may be required to remind residents of the regulations that have been established in the covenants.

The Manager shall be directly responsible to the Association Directors and report to them at each of their scheduled Board meetings and at other times when required.

The Managers position will require the use of a personal car for which he/she will be reimbursed at the dollar per mile rate allowed by the IRS.

The Managers job shall be one of an Independent Contractor at a rate to be agreed upon with the Directors of the Association.

The Managers tasks will primarily be concerned with, but not limited to, the following tasks:

Road Maintenance :
Take the necessary actions to see that roads are repaired and snow removed.

Noxious Weed Control:
See that property controlled by the Landowners Association , such as roads and recreation areas are maintained free of noxious weeds, and that landowners are aware of their obligation to do the same in accordance with the covenants.

Building Permit Reviews:
Make landowners aware of their obligation to obtain an approval from the Landowners Association Architectural Review Committee prior to any construction projects. Obtain the necessary completed forms from the landowners for review by the committee and accomplish the necessary follow up and processing.

Legal Matters:
At times the Directors of the Association will deem it necessary to file legal action through the Park County offices. It will the Managers job to accomplish these tasks.

Community Facilities:
Should at any time areas be developed that are the Associations responsibility such as parks and recreation areas it shall be the Managers job to provide the services necessary to maintain and operate these facilities.

And So On:

(1)

September 13, 1999

Rev. Kate Gordon
Office of the President
Church Universal and Triumphant, Inc.
P.O. Box 5000
Corwin Springs, Montana 59030

Re: Emigrant Paving Project @ Story Road

Dear Kate:

As you know, I followed up my September 2 letter to you with a phone call last Wednesday, September 8. You referred me to Rev. Nancy Showalter, and I spoke with her briefly on Friday, September 10. I also spoke with Rev. Peggy Keathley on Friday, September 10, and she was curious to know how I became involved in this project. She was also perplexed about my fee. As a result, I thought it might be helpful for all concerned to have a copy of my correspondence file pertaining to this project, which is included herewith.

At the time of my initial letter to Mike Grove requesting First National Bank's financial participation, I considered myself an unpaid volunteer. When Mike required plans and specifications in order to make an evaluation, and offered no money to cover the expense, I myself was perplexed about the prospect of having to pay money as well as volunteer my services. Nevertheless, the drawing was sufficient to elicit a $10,000 commitment from the bank, as well as a subsequent commitment to increase funding along with others. Subsequent revisions to the plans and specifications were made at the request of Park County, which also added to the expense. The county was also unwilling to pay for these expenses.

I was also perplexed that those who stood to directly benefit most from Story Road being paved were also not coming forward to contribute their time and skills. Mike was busy expanding his bank, Peggy was busy trying to get her assisted living facility off the ground, etc. As a result, my involvement unexpectedly increased over time. It also became apparent that I was not only incurring out-of-pocket expenses, but I was also providing a valuable service; one that others were either unwilling or unable to provide. The "developer fee" reflects a fair value for the service provided.

Kate, I met briefly with Mike Grove on Wednesday, September 8, and he promised that an escrow agreement would be available early this week. And to reiterate my appeal to you of September 2, I think it would be helpful if you became familiar with the details in lieu of relying on secondhand information from others. Once again, please don't hesitate to call if you have questions. (333-4172)

Sincerely,

Thomas

Thomas Mosser
P.O. Box 12
Paradise Valley, MT 59027

Cc: Rev. Nancy Showalter, CUT, w/enclosures
Rev. Peggy Keathley, Avalon, w/enclosures
Daniel Kehoe, Jr., Pres., GLA, w/enclosures
Michael E. Grove, Pres., FNB, w/enclosures
Sean Murphy, Centennial Park, w/enclosures

(33)

June 24, 1999

Sean Murphy
Centennial Associates, L.L.C.
P.O. Box 1693
Emigrant, MT 59027

Peggy Keathley
Avalon Development, Inc.
4080 S. 3rd Rd.
Bozeman, MT 59715

Michael E. Grove
First National Bank of the Rockies
P.O. Box 709
White Sulphur Springs, MT 59645

Daniel Kehoe, Jr.
Glastonbury Landowners Association
P.O. Box 499
Emigrant, MT 59027

Murray Steinman
Church Universal and Triumphant, Inc.
P.O. Box 5000
Corwin Springs, MT 59030

Re: Emigrant Paving Project @ Story Rd.

Dear Prospective Financial Participants:

Enclosed for your review is a "Story Road Capital Improvement Contract" which has been executed by the Park County commissioners.

While not expressly stated in the agreement, Park County Planner Ellen Woodbury informed me yesterday that it is not now, nor has it ever been, the intent of the county to be a party to the asphalt paving contract which is contemplated by the agreement. And Daniel Kehoe, Jr., President of Glastonbury Landowners Association, also informed me yesterday of his preference for GLA also not to be a party to the asphalt paving contract.

If it would simplify matters, I would be willing to assume the role as "Developer" of the Emigrant paving project at Story Road and enter into the asphalt paving contract with the successful bidder. Prior to entering into such a contract, I would require an

escrow agreement with the financial participants and funds placed into an escrow account. The escrow agreement would stipulate that funds be released to the asphalt paving contractor upon written notification from Dennis Brandon, Park County Road Department Superintendent who will be overseeing the work, that the asphalt paving contractor has completed the work in accordance with the plans and specifications, revised June 18, 1999, and that Park County accepts the work.

In any event, I would like to be paid prior to commencement of the asphalt paving work $1000 for the plans and specifications prepared at the request of Mike Grove, originally dated May 10, 1999, and as revised June 9 and June 18, respectively, upon request by Park County.

With respect to the enclosed "Story Road Capital Improvement Contract," I offer the following comments:

1. Page 3, paragraph 2, line 3: Replace "Phase III," with "the asphalt paving work,"
2. Page 3, paragraph 2, lines 7 and 8: Replace "shall agree upon asphalting specifications" with "hereby agree upon the Emigrant Proposed Road Paving plans and specifications, revised June 18, 1999 by Thomas Mosser"
3. Page 3: Add paragraph "3."; "Park County agrees to install '4-Way Stop' signs at the intersection of Story Road with Counts Lane, to install 'No Parking' signs along the new asplalt paving within the town of Emigrant, and to install 15 MPH 'Speed Limit' signs within the town of Emigrant and 25 MPH 'Speed Limit' signs between First National Bank and Centennial Mobile Court.

If each of you will provide me with your comments in a similar format, I will then ask Tara Depuy, Park County Attorney, to either amend the contract and ask the commissioners to initial and date the changes, or simply re-word process the changes and date the contract. I will then recirculate the document for each of your signatures.

Sincerely,

Thomas Mosser

Thomas Mosser, for the
Emigrant Paving Committee
P.O. Box 12
Emigrant, MT 59027
333-4172

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

Board of Directors
Church Universal and Triumphant
P. O. Box 5000
Corwin Springs, MT 59031

September 14, 1999

Subject: Glastonbury Land Use Master Plan

Dear Brothers and Sisters:

On behalf of the landowners of Glastonbury and the GLA Board of Directors, I am requesting that the Church Board consider the Glastonbury Land Use Master Plan and the Glastonbury Teaching Centers' land request as soon as possible. The adoption of a Master Plan is key to this community moving forward. Along with the landowners of Glastonbury, the Church, with lands presently covered by the Glastonbury Covenants and lands contiguous to Glastonbury presently not covered by the Covenants, has a certain amount of its future riding on a Master Plan's adoption by the Church and the Glastonbury landowners.

The adoption of a Master Plan will be an important stage in the development of Glastonbury. The Master Plan is an adjunct to the Covenants to establish a unifying vision and guidelines for Glastonbury's harmonious development. The Master Plan process started in 1996 when a building application to the Glastonbury Review Committee brought up the fact that neither the Covenants nor the Church had established a density schedule for the various parcels or guidelines for what types of buildings could be built in the various neighborhoods. The only constraints presently are people's taste and the State's limit of a forty unit building on a twenty acre parcel with adequate sewage and water facilities. The Church's Glastonbury Comprehensive Planning Committee guided and facilitated the process with the landowners and the Church resulting in the Restated Covenants adoption in September of 1997, the changeover to fee simple land ownership, the opening of the community to our brothers and sisters of all faiths, and the turning over of the community's maintenance and guidance to an elected Glastonbury Landowners Association Board.

This present version of the Master Plan has been worked out in a process of committee meetings and neighborhood meetings. In the neighborhood meetings, members of the Master Plan Committee visited the various neighborhoods to get feedback from the landowners. This method worked well since the different neighborhoods had concerns with different parts of the Master Plan, which allowed it to get a thorough airing. Following the GLA Board meeting in March of this year, the plan was marked up with the Board's edits and copies were sent to Murray Steinman, on Gilbert Cleirbaut's recommendation, Hertha Lund, and Donald Knittle, as head of Community Operations, to get the Church's feedback.

The process has been stalled since March of 1999 waiting to get the Church's feedback. I realize that part of this delay was due to my assumption that the members of the Board and the Executive Committee that had been dealing with Glastonbury over the years had briefed their successors on the situation. The Church's feedback and approval of a Master Plan is vitally important to Glastonbury's future. With the adoption of the Restated Covenants, the lands in the heart of Glastonbury North and some of the best buildable land in Glastonbury South were removed from the Covenants. In a letter of March 27th, 1997, Edward Francis noted that the reserved lands would be removed from the Covenants, but that he anticipated the Church would add these parcels and the

Lindorfer property, the farm land commanding the entrance to Glastonbury South, to the Covenants provided that the Church agrees with the Master Plan. Placing the land under the Covenants means that the land is still owned by the Church, but is placed under the same regulations that govern Glastonbury's land use.

The reserved lands were held back from the original land sales in anticipation of future use as higher density residential areas and mixed use neighborhoods (commercial and residential in the same area like the older New England towns). The Master Plan envisions that these key parcels would be used for this purpose and in their implementation, creating the physical heart of the communities. At present these lands are not being used for this purpose and this resultant inactivity is a slow strangulation on the future of Glastonbury and a serious frustration for those who have invested their time, expertise and heart's love working for the enlightened growth of Glastonbury.

In developing a building project or a community, one of the first items to be erected after the infrastructure of the roads, power and telephone is the focus of the community. This could be a chapel, community center, or swimming pool. The literature portraying Glastonbury in the beginning allowed for the possibility of the Church adding some of these elements to the community. Due to the Church's present position, this is not a realistic scenario, but it makes the Teaching Centers' land request a natural key to fulfilling Glastonbury's original vision. Lovely as they are, the present chapel in Glastonbury South is a basement and Glastonbury North's is an addition onto an old farmhouse.

At present, the children of Glastonbury have a swing set, a jungle gym and an open air half court basketball area in the way of recreational facilities in Glastonbury North and nothing in Glastonbury South. As you may recall from your youth, physical recreation facilities are a great way for the children and young adults of the community to channel their energy in healthy and constructive ways. We have children in little leagues traveling all over Park County to play their games for lack of a ball field. The flat, centrally located land in Glastonbury is in the reserve lands. Between what the teaching centers can do with their land and what the landowner's association can do with the park land in the Village Centers (presently located in the reserve lands in the Master Plan) this community would enjoy plentiful activity close to home or at least within bike riding distance.

Another positive aspect I see with the adoption of the Master Plan is a resurrection of the vision that originally drew many Glastonbury's residents to Montana, the building a spiritual community. This vision largely dissolved with the migration of residents back to the cities following the shelter building cycle. With this Master Plan we can define ourselves as a community, establish a unifying philosophy and shared vision and create a magnet for great things to happen.

The Glastonbury Landowners Association's Board is willing to meet with the Church's Board or their designated liaison to go over the Master Plan and the Church's ideas regarding this foundation stone in building the Community of Glastonbury as we have all foreseen it.

Please get back to me at your earliest convenience.

Sincerely,

Daniel Kehoe, Jr.
GLA President

cc: Hertha Lund
David Kravitz
Kate Gordon
GLA Board of Directors

Master Plan Proposal

Purpose: The Church Board meets with the GLA Board to review the Master Plan and work out the changes that would make the Master Plan acceptable to all parties. The implementation of the Master Plan completes the development efforts begun jointly between the Glastonbury landowners and the Church.

Summary: The Master Plan is being created to establish the standards for development of the Communities of Glastonbury North and South. The Master Plan is a necessary adjunct to the Covenants, since the Covenants are broad guidelines that do not contain the necessary detail for determining aspects of growth such as density and land usage and refer to the Master Plan for the details. The Master Plan covers five areas: Property Description, Village Center land use and building standards, Residential Area land use and building standards, Legal issues, and Exhibits.

Implementation: Following Church/GLA Board meetings, the Master Plan is rewritten to include the changes that the GLA and the Church agree upon. After this draft is mailed out to the landowners, community-wide meetings would be held for Glastonbury North and South in attendance to finalize the Master Plan. When it appears that a majority of the Landowners (including the Church) understand and approve the Master Plan, the finalized version will be mailed to each Landowner. Then a meeting and vote of the landowners will be held, which could possibly coincide with the GLA General Meeting in November if it doesn't happen before then.

Benefit to the Church: The Church would be in a better position to sell its remaining land in Glastonbury at a better price. Competent and experienced developers buy land when they are assured that the buildings to be built near theirs will enhance their property's value rather than degrade it.

Benefit to the Glastonbury: The GLA would have development guidelines to follow for approving building and subdivision projects. The development of the Village Centers would reinforce and continue building the economic base that is very necessary to the future survival of Glastonbury.

1999-10-18_BDGN.pdf

GLASTONBURY LANDOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

MINUTES

OCTOBER 18, 1999

1. CALL TO ORDER, PRAYER: The meeting was called to order by Daniel Kehoe, Jr., at 7:19 pm at Healing Wings, Emigrant, MT. Opening prayer was offered by Linda Kremer.

PRESENT: Eric Newhouse, Daniel Kehoe, Jr.(President), Horus Brailsford, Maria Scoble (Treasurer), Walter Wunsch, Patrick Wolberd, Linda Kremer, Jim Phipps (Secretary), David Newhouse, Philip Hoag.
ABSENT: Andrew Field (Vice-President)
ALSO ATTENDING: Julie Brennan, Joan Murphy, Roelof Varkevisser.

2. READING AND DISPOSITION OF THE MINUTES: Patrick moved and Linda seconded the motion to accept the minutes as corrected. The motion passed unanimously.

3. ORDER OF BUSINESS:

4.1 TREASURER'S REPORT - The attached Income Expense Comparison report given by Roelof Varkevisser for '98 and '99.

The following comments and suggestions were made:
a. What is $31,500 regarding Story Road project.
b. There is a $3,000 differential in the GAV income for '98 and '99.
c. No change in assessments, we need to get a notice out to new landowners. They need a follow-up to find out who pays their assessment.
d. The $15,000 check from the Church and needs to be taken from "Unknown Expense" and put under Story Road Project.
e. Differential of $21,000 for land assessments between '98 and '99.
f. In '98, $28,000 was collected also includes Church funds and upgrade fees close to last years.
g. Separate out the professional fees from office expenses (office supplies, postage and copies).
h. Discussion of audit procedures of 1099.

MOTION: Maria Scoble moved and Walter Wunsch seconded the motion to establish a petty cash fund in the amount of $100 for the Executive Assistant. The motion carried unanimously.

Discussion between Maria and Patrick on the budget-they decided there is no need for changes to the budget.
The surface binder work will be tracked as a separate line item.
Patrick proposed a meeting with Maria Scoble and David Newhouse to discuss Expenditures Report. It was decided that David will give the Road Committee Report before Maria gives the Financial Report. For '99, $16,000 in assessments are due to come in.
A suggestion was made to print out a list which includes every landowner not just those who have balances.

ACTION ITEM- FOLLOW UP:
Patrick found that insurance is too costly to increase.

MOTION: Patrick made the motion and Linda Kremer seconded the motion to switch accountants from Doug Holm to Tom Shellenberg. The vote was accepted unanimously. Maria will follow-up

with the 1099's w/Tom Shellenberg at the appropriate time.

4.3 ARCHITECTURE SUB-COMMITTEE: No report . Report is put off until November 11, 1999.

4.4 ROAD COMMITTEE: Eric and David Newhouse reporting. ACTION ITEM: Gate by Pitt's. Pouring concrete this week for the gate. Gate report on Sagittarius Skyway. Gate will be locked during hunting season. Keys would be available from Eric Newhouse for North Glastonbury and Andrew Field for South Glastonbury. Keys will be numbered to keep track of them.

ACTION ITEM: Church Road Upgrade.
Archie Mann is available. Roads got widen and grating. David will go over with Archie the contract and roads to see what needs to be done.

ACTION ITEM: Weed Cutting:
David reported that Richard Johnson would cut grass and weeds in North and South Glastonbury.

ACTION ITEM: Story Road:
David Newhouse, Peggy Keathley, Mike Grove, Daniel Kehoe, Jr., Sean Murphy and Ellen Woodbury met to finalize plans with Big Sky with 3" of asphalt. Big Sky will do the paving for $69,900. The road behind Healing Wings did not have to be paved and from Hwy 89 did not need to be repaved according to the County.

ACTION ITEM: Road Material
Between meetings there was an action taken by the Board regarding Story Road. Approved unanimously was the decision to put $15,000 in escrow on behalf of the GLA and the $15,000 donation from CUT for this project and to add an additional $1,500 if necessary contingent upon a satisfactory escrow agreement being drawn up and having the attorney approve the paving agreement, maintenance agreement with Park County and the escrow agreement.

There will be a new binder on one mile of North Glastonbury Roads. David will work with Archie's crew. To apply the binder they will use a roller and water tank. Work to begin next week: top hill to bottom of Gemini, starting Wednesday 10/20.

Philip presents a letter from Catherine Mansaw. Someone rolled a car at the gravel pit. There were no injuries reported. At the location of Taurus with blind curve, children (parents, hello!) are driving too fast. Eric will talk the McCann's and the Gelderloos's regarding teens on tri-wheelers on the roads. Philip reads the letter. (See attached letter)

MOTION: Philip made the motion and Walter seconded it that we put up signs "Dangerous Curves, "15mph" for Capricorn between Aries and Gemini, Taurus between Fridley Creek and Peggy Keathley's house, and the first blind curve on Hercules Road. The vote carried unanimously.

ACTION ITEM: Julie to write thank you letter to Catherine Mansaw for Daniel's signature.

The Board to discuss the use of all terrain vehicles in Glastonbury and covenant regulations with regards to the use of motorized vehicles.
Put in swing gate by Mack; John Alexander has a trailer blocking Glastonbury Road.

MOTION: Philip made motion and Linda seconded to put a gate at the end of Gemini Road at the Alexander's property. We need to send a note to John remove regarding the gate and the barricade. The vote was carried unanimously.

4.5 NATIVE WILDFLOWER COMMITTEE: Spraying is put off until next spring.

4.8 NOMINATING COMMITTEE:
MOTION: Maria Scoble moved and Walter seconded the motion that Joan Murphy receive $100 for food, plaques (in recognition for service to the GLA Board), flowers, for the Annual Meeting.The motion carried unanimously. The Board agreed to set up the hall for the meeting. We have an agenda from last years and adding native wildflower report.
Linda Kremer and Patrick Wolberd will be greeters. Philip Hoag and Walter Wunsch will be at the voting booths.

4.7 LAND USE MASTER PLAN COMMITTEE: The Board discussed the Land Use Master Plan.

6.0 UNFINISHED BUSINESS

6.1 FRIDLEY CREEK: The creek bed was repaired.

Adjournment at 9:45 pm.

Next meeting will be on 11/11 at 7:00 pm.

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Glastonbury Landowners Association Board of Directors Meeting

October 18, 1999
Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
4. Report of Officers and Committees.
   - 4.1 **Treasurer's Report** - Maria Scoble, Treasurer
     Action item: Insurance company re: higher coverage (P. Wolberd)
     Action Item: ~~T. Shellenberg re~~: 1099 status for the position (D. Kehoe)
   - 4.2 **Finance Committee** - Maria Scoble, Chair
     Action Item: Presentation to the Board re: ways to allot GLA funds for maximum stewardship
   - 4.3 **Architecture Subcommittee** - Andrew Field, Chair
     Action Item: Parcel 56S Subdivision (Kehoe property)
     Action Item: Parcels 38S Subdivision (Kehoe property)
     Action Item: Letter to nonfilers (D Kehoe I & II)
   - 4.4 **Road Committee** - David Newhouse - Chair
     Action Item: Gate by W. Pitt's property (D. Newhouse)(D. Kehoe phone calls)
     Action Item: Sign to high South (D. Kehoe)
     Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
     Action Item: Contact weed sprayer before roadsides are cut. (D. Kehoe)
     Action Item: Cutting roadside brush (D Newhouse)
     Action Item. Story Road project/ Letter to T.Mosser. (D. Newhouse/D.Kehoe)
     Action Item: Material to help roads (D. Newhouse)
     Action Item: Road Manager description (J. Phipps)
     Action Item: Contact W.Pitt re: offroad driving (D. Kehoe)
   - 4.5 **Native Wildflower Committee** - new chairman needed
     Action Item: Call/email D. Knittle re: weeds on CUT parcels. (D. Kehoe)
     Action Item: Dan Skattum to spray easements and assess cost on major infestations. (D. Kehoe)
     Action Item: Knapweed control contract rebate offer letter (P. Hoag)
   - 4.6 **Complaint Committee** - new chairman needed
   - 4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
     Action Item: Agenda items to discuss with the Church:
     -Park/recreation land to GLA in Village Centers
   - 4.8 **Nominating Committee**- Philip Hoag, Chair
   - 4.9 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
   - 6.1 Fridley Creek diversion repair - Sven Anderson/D. Newhouse
7. **Tabled Business**

7.1 Subdivision road Maintenance Responsibility (D. Newhouse/D. Kehoe)
7.2 Tree removal guideline (P. Hoag)
7.3 Accounting Procedures (M. Scoble)

8. **New Business**

9. **Open Floor Comments**

10. Next Meeting -

11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Balance Sheet
As of October 18, 1999

	Oct 18, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	9,423.89
1st National Bank Savings	86,834.23
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	106,258.12
Accounts Receivable	
Accounts Receivable	41,256.12
Total Accounts Receivable	41,256.12
Total Current Assets	147,514.24
TOTAL ASSETS	**147,514.24**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,325.04
Net Income	29,372.69
Total Equity	147,514.24
TOTAL LIABILITIES & EQUITY	**147,514.24**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January 1 through October 18, 1999

	Jan 1 - Oct 18, '99	Jan 1 - Oct 18, '98	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	6,926.72	9,731.10	-2,804.38	-28.8%
Bond Account	490.00	750.00	-260.00	-34.7%
Finance Charges	-10.57	0.00	-10.57	-100.0%
Interest Income	2,952.19	733.86	2,218.33	302.3%
Land & Dwelling Assessment				
Dwelling Assessment 1998	3,406.47	15,715.05	-12,308.58	-78.3%
Dwelling Assessment 1999	16,677.53	0.00	16,677.53	100.0%
Golden Age Village Assessment	1,470.00	4,410.00	-2,940.00	-66.7%
Land Assessment 1998	4,075.25	25,059.68	-20,984.43	-83.7%
Land Assessment 1999	26,210.09	0.00	26,210.09	100.0%
Total Land & Dwelling Assessment	51,839.34	45,184.73	6,654.61	14.7%
Late Fees/Finance Charge	-695.58	0.00	-695.58	-100.0%
Misc Income	15.11	4.00	11.11	277.8%
Upgrade Fee	22,816.23	32,387.39	-9,571.16	-29.6%
Total Income	84,333.44	88,791.08	-4,457.64	-5.0%
Expense				
Insurance/Liability	4,583.53	4,699.16	-115.63	-2.5%
License & Taxes	10.00	10.00	0.00	0.0%
Materials	60.00	0.00	60.00	100.0%
NSF	18.00	0.00	18.00	100.0%
Office Expense				
Copying & Mailing	952.69	0.00	952.69	100.0%
Secretarial	458.29	0.00	458.29	100.0%
Supplies	92.14	0.00	92.14	100.0%
Office Expense - Other	0.00	1,302.20	-1,302.20	-100.0%
Total Office Expense	1,503.12	1,302.20	200.92	15.4%
Postage	127.44	673.14	-545.70	-81.1%
Professional Fees				
Accounting	1,280.73	0.00	1,280.73	100.0%
Legal Council/Service	184.95	0.00	184.95	100.0%
Professional Fees - Other	0.00	1,393.88	-1,393.88	-100.0%
Total Professional Fees	1,465.68	1,393.88	71.80	5.2%
Rental	240.00	0.00	240.00	100.0%
Repairs & Maintenance				
Equipment Repair	28.64	0.00	28.64	100.0%
Snow Fences	0.00	184.43	-184.43	-100.0%
Weed Control	558.00	242.00	316.00	130.6%
Repairs & Maintenance - Other	110.00	0.00	110.00	100.0%
Total Repairs & Maintenance	696.64	426.43	270.21	63.4%
Road Repairs & Maintenance				
Grading & Graveling	5,720.00	20,864.70	-15,144.70	-72.6%
Road Inspection & Report	0.00	993.34	-993.34	-100.0%
Road Signs	0.00	55.00	-55.00	-100.0%
Snow Plowing	4,085.20	1,762.50	2,322.70	131.8%

GLA 00821

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January 1 through October 18, 1999

	Jan 1 - Oct 18, '99	Jan 1 - Oct 18, '98	$ Change	% Change
Road Repairs & Maintenance - Other	5,037.00	0.00	5,037.00	100.0%
Total Road Repairs & Maintenance	14,842.20	23,675.54	-8,833.34	-37.3%
Unknown	32,100.00	0.00	32,100.00	100.0%
Total Expense	55,646.61	32,180.35	23,466.26	72.9%
Net Income	**28,686.83**	**56,610.73**	**-27,923.90**	**-49.3%**

GLA 00822

10/18/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of October 18, 1999

1999 assess / 1998 & before

	Current	1 - 99	100 - 198	199 - 297	298 - 396	397 - 495	496 - 594	595 - 630	> 630	TOTAL
Adams	0.00	11.44	10.13	120.00	0.00	0.00	0.00	0.00	120.00	261.57
Ali	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	600.00
Andersen, Svend	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Anderson, Davies	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Anderson, Suzanne	0.00	41.59	36.82	120.00	0.00	0.00	0.00	0.00	436.00	634.41
Angeles	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Azure	0.00	0.00	0.00	0.00	0.00	0.00	-160.00	0.00	0.00	-160.00
Barrere, Christine	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Baylor, John	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00
Beigel, Herbert	0.00	141.33	125.12	360.00	0.00	0.00	0.00	0.00	1,481.96	2,108.41
Bennett, James	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Blais, Harold	0.00	29.77	38.50	0.00	0.00	0.00	0.00	0.00	0.00	68.27
Boise, Stephen	0.00	12.00	13.05	214.95	0.00	0.00	0.00	0.00	0.00	240.00
Brown, Michael	0.00	38.28	33.29	48.43	0.00	0.00	0.00	0.00	0.00	120.00
Brown, Norma	0.00	0.00	0.00	0.00	0.00	-120.00	0.00	0.00	0.00	-120.00
Burckley, Steven	0.00	82.30	72.85	120.00	0.00	0.00	0.00	0.00	863.00	1,138.15
Campbell, Deanna	0.00	250.72	217.01	120.00	0.00	0.00	0.00	0.00	2,566.00	3,153.73
Collins, Elizabeth	0.00	0.00	0.00	33.00	0.00	0.00	0.00	0.00	0.00	33.00
Community Preservation	0.00	86.40	76.48	120.00	0.00	0.00	0.00	0.00	906.00	1,188.88
Covington, Philip	0.00	3.00	3.26	150.00	0.00	0.00	0.00	0.00	0.00	156.26
D'Argenzio	0.00	26.97	28.71	120.00	0.00	0.00	0.00	0.00	220.00	395.68
Davis, William	0.00	22.89	20.27	240.00	0.00	0.00	0.00	0.00	240.00	523.16
Diehl, Rosealine	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	180.00
Difo, Louis	0.00	141.54	125.33	240.00	0.00	0.00	0.00	0.00	1,484.00	1,990.87
Dowbenko, Uri	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Dratz, Edward	0.00	3.00	3.26	240.00	0.00	0.00	0.00	0.00	0.00	246.26
Duke, David & Roxanne	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Eberhard, Linda	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	0.00	90.00
Fanuzzi, John	0.00	32.43	28.71	240.00	0.00	0.00	0.00	0.00	340.00	641.14
Foleen, Chris	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Fournier, Gloria	0.00	36.18	33.70	240.00	0.00	0.00	0.00	0.00	272.00	581.88
Frazier, Kenneth	0.00	22.89	20.27	240.00	0.00	0.00	0.00	0.00	240.00	523.16
Garcia,	0.00	22.89	20.27	240.00	0.00	0.00	0.00	0.00	240.00	523.16
Glennon-Alfaro	0.00	0.00	-30.00	0.00	0.00	0.00	0.00	0.00	0.00	-30.00
Graafland	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	0.00	90.00
Green, Ken	0.00	19.34	20.27	220.00	0.00	0.00	0.00	0.00	0.00	259.61
Grenier, Mark	0.00	11.44	10.13	120.00	0.00	0.00	0.00	0.00	120.00	261.57
Grover,	0.00	11.44	10.13	120.00	0.00	0.00	0.00	0.00	120.00	261.57
Harris, Ned	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	0.00	90.00
Hazen, John	0.00	241.23	539.97	0.00	0.00	0.00	0.00	0.00	0.00	781.20
Healy, James	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Hoag, Philip	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Holder	0.00	186.92	165.52	120.00	0.00	0.00	0.00	0.00	1,960.00	2,432.44
Irwin	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	180.00
Issa, Nadim	0.00	21.08	18.66	240.00	0.00	0.00	0.00	0.00	221.00	500.74
Jarvi, Eva	0.00	-30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-30.00
Jensen, Robert	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
Johnson, Edwin	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Johnson, Gail	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Johnston, Duncan	0.00	60.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	180.00

GLA 00823

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of October 18, 1999

	Current	1 - 99	100 - 198	199 - 297	298 - 396	397 - 495	496 - 594	595 - 630	> 630	TOTAL
Jones, Philip	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Kisthart, William	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
Kitajewski	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00
Kletter	0.00	0.00	0.00	315.00	0.00	0.00	0.00	0.00	0.00	315.00
Klinger	0.00	0.00	0.00	60.00	-60.00	0.00	0.00	0.00	0.00	0.00
Kovaks, Eleanor	0.00	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	0.00	-60.00
Kramer	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Krumpe	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Lambert	0.00	0.00	0.00	140.00	0.00	0.00	0.00	0.00	0.00	140.00
LaShomb	0.00	22.89	20.27	240.00	0.00	0.00	0.00	0.00	240.00	523.16
Lewis, Bridget	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Leykamm, Manfred	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Lindstrom, Johan	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Lisota, Martin	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	180.00
MacDonald, David	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Mack, Randolph A.	0.00	13.35	11.82	240.00	0.00	0.00	0.00	0.00	140.00	405.17
Manhart, Robert	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
Maniaci, Allen	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
Mason, James	0.00	3.00	3.26	120.00	0.00	0.00	0.00	0.00	60.00	186.26
Mayer, Zygmond	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
McNicholas	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Meijer, Jacob	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
Milgrom	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Moe, Juanita	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Moonheart, Rosie	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Moore	0.00	-20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-20.00
Mueller, Jr.	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Murphy, Brian & Joan	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Newhouse, Sr.	0.00	0.00	0.00	360.00	0.00	0.00	0.00	0.00	0.00	360.00
Norell, Per	0.00	0.00	0.00	70.00	0.00	0.00	0.00	0.00	0.00	70.00
Papili, Diana	0.00	0.00	0.00	20.00	0.00	0.00	0.00	0.00	0.00	20.00
Patwell	0.00	190.54	168.73	120.00	0.00	0.00	0.00	0.00	1,998.00	2,477.27
Pellett	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Peterson	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00	0.00	36.00
Pettersen	0.00	45.78	40.52	240.00	0.00	0.00	0.00	0.00	480.00	806.30
Pinardo, Pedro	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	600.00
Pisani	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Polk, David	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Quarles	0.00	22.89	20.27	240.00	0.00	0.00	0.00	0.00	240.00	523.16
Rakely	0.00	0.00	-250.00	0.00	0.00	0.00	0.00	0.00	0.00	-250.00
Ramp, Kathleen	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Ray	0.00	188.64	167.04	120.00	0.00	0.00	0.00	0.00	1,978.00	2,453.68
Santos, Marie Dulce De Alme...	0.00	0.00	0.00	240.00	0.00	0.00	0.00	-240.00	0.00	0.00
Schmidt, Judith	0.00	39.34	37.49	120.00	0.00	0.00	0.00	0.00	344.00	540.83
Schmidt, William	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Senart	0.00	248.16	219.68	240.00	0.00	0.00	0.00	0.00	2,602.00	3,309.84
Sherwood	0.00	73.01	123.27	240.00	0.00	0.00	0.00	0.00	0.00	436.28
Strykert	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Terhorst	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Thompson, Eugene	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00

GLA 00824

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of October 18, 1999

	Current	1 - 99	100 - 198	199 - 297	298 - 396	397 - 495	496 - 594	595 - 630	> 630	TOTAL
Thompson, Rebecca	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Thorburn	0.00	11.44	10.13	120.00	0.00	0.00	0.00	0.00	120.00	261.57
Thorpe	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	180.00
Tisdale	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
Tsuru	0.00	22.89	20.27	240.00	0.00	0.00	0.00	0.00	240.00	523.16
Van der Vegt	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	240.00
Van Hulzen, Lubertus	0.00	0.00	0.00	57.00	0.00	0.00	0.00	0.00	0.00	57.00
Vaughan	0.00	6.68	5.91	120.00	0.00	0.00	0.00	0.00	70.00	202.59
Wallace, Ronald W	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00
Weise	0.00	11.44	10.13	120.00	0.00	0.00	0.00	0.00	120.00	261.57
TOTAL	0.00	2,597.12	2,610.50	16,174.38	-60.00	-120.00	-160.00	-240.00	20,461.96	41,263.96

GLA 00825

1999-11-11_BDGN.pdf

Draft 2

Glastonbury Landowners Association
Board of Directors Meeting
Minutes
11/11/99

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr., and opening prayer was given by Patrick Wolberd.
PRESENT: Daniel Kehoe, Jr.(President), Maria Scoble (Treasurer), Jim Phipps (Secretary), Daniel Kehoe, Sr., Philip Hoag, Linda Kremer, Eric Newhouse, Patrick Wolberd.
ABSENT: Andrew Field (Vice President); PROXY: David Newhouse to Eric Newhouse
ALSO PRESENT: Julie Brennan, Joan Murphy, Roelof Varkevisser.

2. Reading and Disposition of the Minutes: Patrick Wolberd suggested that 4.1 a-h was too abbreviated and that the discussion needs to slow down if necessary to get the Minutes recorded properly. The follow up on action items need to make sense.
MOTION: Linda moved and Dan seconded that the minutes routinely include those matters that are motion items and action follow-up items. The motion carried unanimously.

MOTION: Maria moved and Dan Sr. seconded the motion to approved the minutes as edited. Motion carried unanimously.

3. Order of Business

4. Report of Officers and Committees
4.1 Treasurer's Report-Maria Scoble, Treasurer

MOTION: Maria made the motion and Eric seconded it that Roelof will present the Treasurer's Report at the Annual Meeting.
Patrick Wolberd proposed that the financial report in the Annual Meeting should be through an entire year--that is, January through December.

Roelof gave the attached financial report.

MOTION: Daniel Kehoe Sr., moved and Linda seconded the motion that we give an Annual Financial Report ~~beginning~~ each January ~~2000~~ to be sent out with the financial statements, comparing to the financial report of the prior year. The vote was carried unanimously.

4.2 Finance Committee-Maria Scoble, Chair. No report.

4.3 Architecture Subcommittee-Andrew Field, Chair.
Report presented by Philip Hoag. The status of all projects were discussed.

ACTION ITEM: Philip will call Gerald Dubiel to get the paperwork turned in.
Action ITEM: * Building application Parcel
MOTION: Philip motioned and Eric seconded the motion to approve 38ABCDE South Sub-division, ~~2~~ 41AB sub-division with boundary change, Johnston 22 South-modular, Gelderloos workshop, Roach shed in 47 North Glastonbury, Ian Scott home in 10 North Glastonbury, Olsen modular in 31 North Glastonbury, DeWayne Patterson ~~AYE~~, North; Buford shed on 40N, Thompson/Buford/Hull/Cook & Hardisty Sub-division at 40N, decision to return the 33 South application to Gloria Fournier for tenants in common signatures, decision to return the Jean Louis Gillette 70 South Sub-division application to get description of well/septic system placement. The vote carried unanimously.

& Boundary change

4.4 Road Committee
Road Committee report was presented to the Board by Eric Newhouse. Presented at the Annual Meeting will be the report on planned road maintenance. Patrick presented the attached Report rough draft. Daniel reported that Story Road should be finished being paved Nov ~~Their~~ 15 and passed out the attached letter he sent to Thomas Moser. He also reported on Mr. Mosers letter of Nov. ~~Thea~~ to Mike Grove.

MOTION: Eric motioned and Daniel Kehoe, Sr., seconded that we latch the gate in high South and put a sign on the gate will read " Private Road Glastonbury Landowners Only, No Trespassing". The vote carried unanimously.

ACTION ITEM: The sign to High south should be up soon and requires a $75.00 deposit.
ACTION ITEM: No report on Archive Mann.
ACTION ITEM: Road Manager. Will be acted on with the new Board.

4.8 Nominating Committee
After the Annual Meeting, the Board will meet to elect the new ~~Board members~~ officers.

4.9 Fire Water Reservoir Committee-Walter Winch, Chair
Daniel reported that he talked to William Smith and William gave an estimate of $3,200 to sand blast it and primer the water tank., sand blast it and have it painted with epoxy for $2,000 for a total of $5200. The Board rejected the cost and suggested having Richard Johnson give a quote to put the water proof coating inside and out using material on Parcel 70S.

5. Ombudsman Report-No report.

6. Unfinished Business-Daniel Kehoe, Jr., read the agenda for the Annual Meeting.

7. Tabled Business-Maria Scoble spoke with Tom Shellenberg about tax filing for contract workers. He said we file 1099 for contract work.

ACTION ITEM: Julie Brennan to call the County Recorder regarding removal of lien procedure or form and check with the post office to get pricing on printed and stamped window envelopes.

Adjournment at 9:50 p.m.

Draft 2

Glastonbury Landowners Association
Board of Directors Meeting
Minutes
11/11/99

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr., and opening prayer was given by Patrick Wolberd.
PRESENT: Daniel Kehoe, Jr.(President), Maria Scoble (Treasurer), Jim Phipps (Secretary), Daniel Kehoe, Sr., Philip Hoag, Linda Kremer, Eric Newhouse, Patrick Wolberd.
ABSENT: Andrew Field (Vice President); PROXY: David Newhouse to Eric Newhouse
ALSO PRESENT: Julie Brennan, Joan Murphy, Roelof Varkevisser.

2. Reading and Disposition of the Minutes: Patrick Wolberd suggested that 4.1 a-h was too abbreviated and that the discussion needs to slow down if necessary to get the Minutes recorded properly. The follow up on action items need to make sense.
MOTION: Linda moved and Dan seconded that the minutes routinely include those matters that are motion items and action follow-up items. The motion carried unanimously.

MOTION: Maria moved and Dan Sr. seconded the motion to approved the minutes as edited. Motion carried unanimously.

3. Order of Business

4. Report of Officers and Committees
4.1 Treasurer's Report-Maria Scoble, Treasurer

MOTION: Maria made the motion and Eric seconded it that Roelof will present the Treasurer's Report at the Annual Meeting.
Patrick Wolberd proposed that the financial report in the Annual Meeting should be through an entire year--that is, January through December.

Roelof gave the attached financial report.

MOTION: Daniel Kehoe Sr., moved and Linda seconded the motion that we give an Annual Financial Report beginning January 2000 to be sent out with the financial statements, comparing to the financial report of the prior year. The vote was carried unanimously.

4.2 Finance Committee-Maria Scoble, Chair. No report.

4.3 Architecture Subcommittee-Andrew Field, Chair.
Report presented by Philip Hoag. The status of all projects were discussed.

ACTION ITEM: Philip will call Gerald Dubiel to get the paperwork turned in.

MOTION: Philip motioned and Eric seconded the motion to approve 38ABCDE South Sub-division, AHAB sub-division with boundary change, Johnston 22 South-modular, Gelderloos workshop, Roach shed in 47 North Glastonbury, Ian Scott home in 10 North Glastonbury, Olsen modular in 31 North Glastonbury, DeWayne Patterson AYE, North; Buford shed on 40N, Thompson/Buford/Hull/Cook & Hardisty Sub-division at 40N, decision to return the 33 South application to Gloria Fournier for tenants in common signatures, decision to return the Jean Louis Gillette 70 South Sub-division application to get description of well/septic system placement. The vote carried unanimously.

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Road Committee report was presented to the Board by Eric Newhouse. Presented at the Annual Meeting will be the report on planned road maintenance. Patrick presented the attached Report rough draft. Daniel reported that Story Road should be finished being paved No. Thea and passed out the attached letter he sent to Thomas Moser. He also reported on Mr. Mosers letter of Nov. Thea to Mike Grove.

MOTION: Eric motioned and Daniel Kehoe, Sr., seconded that we latch the gate in high South and put a sign on the gate will read " Private Road Glastonbury Landowners Only, No Trespassing". The vote carried unanimously.

ACTION ITEM: The sign to High south should be up soon and requires a $75.00 deposit.
ACTION ITEM: No report on Archive Mann.
ACTION ITEM: Road Manager. Will be acted on with the new Board.

4.8 Nominating Committee
After the Annual Meeting, the Board will meet to elect the new Board members.

4.9 Fire Water Reservoir Committee-Walter Winch, Chair
Daniel reported that he talked to William Smith and William gave an estimate of $3,200 to sand blast it and primer the water tank., sand blast it and have it painted with epoxy for $2,000 for a total of $5200. The Board rejected the cost and suggested having Richard Johnson give a quote to put the water proof coating inside and out using material on Parcel 70S.

5. Ombudsman Report-No report.

6. Unfinished Business-Daniel Kehoe, Jr., read the agenda for the Annual Meeting.

7. Tabled Business-Maria Scoble spoke with Tom Shellenberg about tax filing for contract workers. He said we file 1099 for contract work.

ACTION ITEM: Julie Brennan to call the County Recorder regarding removal of lien procedure or form and check with the post office to get pricing on printed and stamped window envelopes.

Adjournment at 9:50 p.m.

1999-11-11_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
November 11, 1999
Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
4. Report of Officers and Committees.
   - 4.1 **Treasurer's Report** - Maria Scoble, Treasurer
   - 4.2 **Finance Committee** - Maria Scoble, Chair
   - 4.3 **Architecture Subcommittee** - Andrew Field, Chair
     Action Item: Parcel 56S Subdivision and Parcel 38S (Kehoe property)
     Action Item: Letter to nonfilers (D Kehoe I & II)
   - 4.4 **Road Committee** - David Newhouse - Chair
     Action Item: Gate by W. Pitt's property (D. Newhouse)(D. Kehoe phone calls)
     Action Item: Sign to high South (D. Kehoe)
     Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
     Action Item. Story Road project/ Letter to T.Mosser. (D. Newhouse/D.Kehoe)
     Action Item: Material to help roads (D. Newhouse)
     Action Item: Manager description (J. Phipps)
   - 4.5 **Native Wildflower Committee** - new chairman needed
     Action Item: Call/email D. Knittle and Dan Skattum re: weeds spraying (D. Kehoe)
   - 4.6 **Complaint Committee** - new chairman needed
   - 4.7 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
     Action Item: Agenda items to discuss with the Church:-Park/recreation land
   - 4.8 **Nominating Committee**- Philip Hoag, Chair
   - 4.9 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
5. **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)
6. **Unfinished Business**
7. **Tabled Business**
   - 7.1 Subdivision road Maintenance Responsibility (D. Newhouse/D. Kehoe)
   - 7.2 Tree removal guideline (P. Hoag)
   - 7.3 Accounting Procedures (M. Scoble)
   - 7.4 Knapweed control contract rebate offer letter (P. Hoag)
   - 7.5 Contact weed sprayer (D. Kehoe)
   - 7.6 Presentation to the Board re: ways to allot GLA funds for max stewardship (Finance Com)
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting -
11. Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of November 9, 1999

	Nov 9, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	10,343.11
1st National Bank Savings	87,160.36
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	107,503.47
Accounts Receivable	
Accounts Receivable	43,319.01
Total Accounts Receivable	43,319.01
Other Current Assets	
Undeposited Funds	49.00
Total Other Current Assets	49.00
Total Current Assets	150,871.48
TOTAL ASSETS	**150,871.48**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,325.04
Net Income	32,729.93
Total Equity	150,871.48
TOTAL LIABILITIES & EQUITY	**150,871.48**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January 1 through November 9, 1999

	Jan 1 - Nov 9, '99	Jan 1 - Nov 9, '98	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	7,116.95	13,409.78	-6,292.83	-46.9%
Bond Account	490.00	1,000.00	-510.00	-51.0%
Finance Charges	15.23	0.00	15.23	100.0%
Interest Income	3,278.32	984.71	2,293.61	232.9%
Land & Dwelling Assessment				
Dwelling Assessment 1998	3,286.47	15,786.03	-12,499.56	-79.2%
Dwelling Assessment 1999	17,252.03	0.00	17,252.03	100.0%
Golden Age Village Assessment	1,470.00	4,410.00	-2,940.00	-66.7%
Land Assessment 1998	4,217.02	25,628.02	-21,411.00	-83.6%
Land Assessment 1999	27,534.59	0.00	27,534.59	100.0%
Total Land & Dwelling Assessment	53,760.11	45,824.05	7,936.06	17.3%
Late Fees/Finance Charge	-644.12	0.00	-644.12	-100.0%
Misc Income	15.11	4.00	11.11	277.8%
Story Road Project	15,000.00	0.00	15,000.00	100.0%
Upgrade Fee	7,816.23	38,252.78	-30,436.55	-79.6%
Total Income	86,847.83	99,475.32	-12,627.49	-12.7%
Expense				
Banking Fees				
NSF	18.00	0.00	18.00	100.0%
Service Charge	5.00	0.00	5.00	100.0%
Total Banking Fees	23.00	0.00	23.00	100.0%
Fire Protection	600.00	0.00	600.00	100.0%
General Repairs & Maintenance				
Equipment Repair	28.64	750.00	-721.36	-96.2%
Snow Fences	0.00	184.43	-184.43	-100.0%
Weed Control	558.00	753.00	-195.00	-25.9%
General Repairs & Maintenance - Other	110.00	0.00	110.00	100.0%
Total General Repairs & Maintenance	696.64	1,687.43	-990.79	-58.7%
Insurance/Liability	4,583.53	4,699.16	-115.63	-2.5%
License & Taxes	10.00	10.00	0.00	0.0%
Materials	60.00	0.00	60.00	100.0%
Office Expense				
Copying & Mailing	952.69	71.82	880.87	1,226.5%
Secretarial	923.29	45.00	878.29	1,951.8%
Supplies	92.14	0.00	92.14	100.0%
Office Expense - Other	0.00	1,371.99	-1,371.99	-100.0%
Total Office Expense	1,968.12	1,488.81	479.31	32.2%
Petty Cash	100.00	0.00	100.00	100.0%
Postage	260.73	771.86	-511.13	-66.2%
Professional Fees				
Accounting	1,457.48	0.00	1,457.48	100.0%
Legal Council/Service	184.95	0.00	184.95	100.0%
Professional Fees - Other	0.00	1,528.88	-1,528.88	-100.0%

GLA 00834

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January 1 through November 9, 1999

	Jan 1 - Nov 9, '99	Jan 1 - Nov 9, '98	$ Change	% Change
Total Professional Fees	1,642.43	1,528.88	113.55	7.4%
Rental	260.00	115.00	145.00	126.1%
Road Repairs & Maintenance				
Grading & Graveling	6,210.00	21,164.70	-14,954.70	-70.7%
Road Inspection & Report	0.00	993.34	-993.34	-100.0%
Road Signs	0.00	125.00	-125.00	-100.0%
Snow Plowing	4,085.20	1,762.50	2,322.70	131.8%
Surface Binder	5,037.00	0.00	5,037.00	100.0%
Total Road Repairs & Maintenance	15,332.20	24,045.54	-8,713.34	-36.2%
Story Road-Project	31,500.00	0.00	31,500.00	100.0%
Total Expense	57,036.65	34,346.68	22,689.97	66.1%
Net Income	**29,811.18**	**65,128.64**	**-35,317.46**	**-54.2%**

GLA 00835

1999-11-13_BDGN.pdf

Glastonbury Landowner's Association
Board of Directors Meeting
Minutes
11/13/99

1. Call to Order: This meeting was called to order at 1:35 p.m. by Daniel Kehoe, Jr. Waiver of Notice was presented since all Board members were in attendance in person or by proxy.
In Attendance: Daniel Kehoe, Jr. (President), Andrew Field (Vice President), Jim Phipps (Secretary), Walter Wunsch, David Tonkin, Daniel Kehoe, Sr., Robert Wallace, Eric Newhouse, Jon Olsen, Christine Johnston, Philip Hoag. Dan Kehoe, Sr
Also Attending: Julie Brennan and Patrick Wolberd. Jim Phipps had a proxy from Maria.
Proxy: ~~Jim Phipps had proxy~~ Dan Sr had Maria Scoble's
The purpose of this meeting is to vote in new Board positions:
President, Vice President, Treasurer, and Secretary

3. Order of Business

The Board agreed to revisit the process in six months.

MOTION: Walter Wunsch made the motion, Philip seconded it to elect Daniel Kehoe, Jr. President, Eric Newhouse Vice President, Jim Phipps Treasurer and David Tonkin Secretary. The motion passed unanimously.

MOTION: Philip moved and David seconded the motion to nominate Eric Newhouse a Co-Chair of the Road Committee. Motion passed unanimously.

MOTION: Philip moved and Eric seconded the motion to nominate David Tonkin as Co-Chair to the Road Committee. Motion passed unanimously.

MOTION: Jon Olsen made the motion and David Tonkin seconded it that Christine Johnston be the new Chair for the Complaint Committee. The vote carried unanimously.

Architectural Sub-Committee:
MOTION: Philip Hoag made the motion and Andrew seconded the motion that Robert Wallace be the Chair.
Andrew moved and Philip seconded the motion for Dan Kehoe, Sr., to be Co-Chair of the Architecture Sub-Committee. Both motions passed unanimously. Jon Olsen and David Tonkin were then added to the committee.

The next meetings will be at 7:00 p.m. on 11/29 and then 1/10/2000.

Adjournment at 2:30 p.m.

1999-11-13_BDGNAUX.pdf

1999-11-29_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting
Minutes
11/29/99

Draft

1. Call to Order, Prayer: The meeting was called to order at 7:09 p.m.at Healing Wings, Emigrant , MT.
PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice President), Jim Phipps (Treasurer), David Tonkin (Secretary), Walter Wunsch, Robert Wallace, Dan Kehoe Sr, Christine Johnston, Jon Olsen, Philip Hoag, Andrew Field.
PROXY: Maria Scoble to Jim Phipps
ALSO ATTENDING: Julie Brennan (Executive Assistant), Joan Murphy, Roelof Varkevisser (Accountant), Patrick Wolberd.

2. Reading and Disposition of the Minutes:
MOTION: DT made the motion and DK Sr. seconded it to accept the minutes of 11/11/99 as amended.
The vote carried unanimously.
MOTION: DK Sr. made the motion and EN seconded it to accept the amended minutes of the Annual Meeting. The vote carried unanimously.
MOTION: DK Sr. made the motion and DT seconded it to accept the amended minutes of 11/13/99.
The vote carried unanimously.

3. Order of Business
3.2 Manager position/job description
ACTION ITEM: The decision was made to send the manager's job description with the January billing statements.

4. Report of Officers and Committees
4.1 Treasurer's Report - Jim Phipps
ACTION ITEM: We need to assign Board Members for the new signature cards. JP proposed the following Board Members: DK Jr., DT, EN, JP, WW. The proposal was approved.

There was an open floor discussion regarding what to do with the two certificates of deposits that mature Dec. 1999. DK Sr., recommended investing in a mutual fund of Federal Bonds which we can draw checks on.

MOTION: JO made the motion and DK Sr., seconded it that we purchase $20,000 in 90 day U.S. Treasury bills directly from the Federal Minnesota Reserve and place them in a safety deposit box at First National Bank in Emigrant.
The vote carried unanimously.

MOTION: AF made the motion and JO seconded it that we cash in the two CD's and place the proceeds into our savings account.
The motion carried unanimously.

4.2 Finance Committee
Roelof Varkevisser gave the financial report, see attached.

MOTION: EN made the motion and PH seconded it to have Roelof contact by phone the landowners who have an unpaid assessment balance of $1,000 or more and ask for their

willingness to pay. The vote carried unanimously.

Action Item: Every committee chair needs to submit their budget by December 15th. Jim will put together the Finance Committee budget. Also, each committee chair needs to bring their budget to the January 10th meeting.

Audits: There have been no audits before. All financial filing is done with our tax accountant.

4.3 Architecture Subcommittee - Robert Wallace/Dan Kehoe Sr. Co-Chair
RW gave a report on the various projects before the Board:

Gloria Fournier's project: DK Sr. reported that he had been talking with Gloria about her project. During the open floor discussion, it was unclear whether the land has been sub-divided or whether it was still in joint tenet ownership.

ACTION ITEM: Someone needs to go to Park County office to see who is on the deed with Gloria Fournier.

MOTION: Eric made the motion and Philip seconded it that Dan Sr., sends the letter (he read to the Board) to landowners that own the property with Gloria Fournier.
The vote carried unanimously.

Svend Anderson's project: He wants to place a HUD Manufactured mobile home on his property. He still needs Ron Wallace's signature. The mobile can't be put in place because the property needs to be sub-divided.

Gerald Dubiel's project:
PH went by the Dubiel's property and noticed construction is still proceeding without GLA approval. He will call them because we are just at the point of turning this case over to our attorney.

Mehmet Boysal's project: On Parcel 40 he wants to put two mobile homes together and cover them with roof and siding.

MOTION: Philip made the motion and Andrew seconded it that the authority to give final approval be passed to Dan Sr. and Robert.
The vote carried unanimously.

4.4 Road Committee - Eric Newhouse and David Tonkin Co-Chair
There was an open floor discussion on road conditions in South Glastonbury. There also was a discussion about hunting in Glastonbury and the John Waid and William Pitt conflict. Hank wants a letter of clarification and we need to send it to John Waid and all Glastonbury residents. ↳ Fabish Game Warden on 89 South

ACTION ITEM: DK Jr. and PH will write a letter to the game warden with carbon copy to John Waid and William Pitt.
ACTION ITEM: DT will place reflectors on the gate in high South.
ACTION ITEM: DK,Jr. will place signs at the corner of Dry Creek and Hercules Rd. indicating NFS Land access is available up Dry Creek Rd. and not up Hercules Rd. Road sign to be done by Delta Designs.

4.5 Complaint Committee - Christine Johnston
CJ stated that Simon and Chantal Hale had a complaint.

4.6 Land Use Master Plan Committee - Daniel Kehoe, Jr. Chair
No report.

4.7 Fire Water Reservoir Committee - Walter Wunsch Chair
Open floor discussion on the cost to paint the 20,000 gal. water tank for fire water reservoir at high South.The initial estamate was $5,500 to clean the tank and paint it with coal-tar epoxy. It was stated that Ray Jacobs could tar the tank, for $1,200.00. There was a discussion on the merits of both types of paint.

MOTION: The motion was made by AF, seconded by EN that the cost of tank preparation to be limited $2,000.00 and that the tank be buried in structural backfill with anodes. PH will handle the tank prep. and installation. The vote carried unanimously.

6. Unfinished Business
DK Jr., received a copy of a letter from Thomas Moser addressed to Mike Grove. DK, Jr. said that he would call Mike Grove tomorrow.

10. Next meeting and Adjournment
The next meeting will be 1/10/2000. Adjournment at 10:37 p.m.

1999-11-29_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
November 29, 1999
Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
   3.1 Establish long term goals for the year (ideas listed below)
      Adopt Master Plan
      Implement Road maintenance program
      Building of community center/playing fields
   3.2 Manager position/job description
4. Report of Officers and Committees.
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   4.2 **Finance Committee** - Jim Phipps, Chair
   4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
      Action Item:
      Action Item: Letter to nonfilers (D Kehoe I & II)
   4.4 **Road Committee** - Eric Newhouse ~~-Chair~~ David Tonkin Co-Chair
      Action Item: Sign to high South (D. Kehoe)
      Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
      Action Item: Material to help roads (D. Newhouse)
   4.5 **Complaint Committee** - Christine Johnston
   4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
      Action Item: Agenda items to discuss with the Church:-Park/recreation land
   4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   Action Item: Next step on water tank
5. **Ombudsman Report** - Regina Wunsch (SG) and ~~Margaret Newhouse~~ (NG) Joan Murphy
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Subdivision road Maintenance Responsibility (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
   7.4 Knapweed control contract rebate offer letter (P. Hoag)
   7.5 Contact weed sprayer (D. Kehoe)
   7.6 Presentation to the Board re: ways to allot GLA funds for max stewardship (Finance Com)
   7.7 **Native Wildflower Committee** - Philip Hoag, Chair
   7.8 **Nominating Committee**- Philip Hoag, Chair
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of November 29, 1999

	Nov 29, '99
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	15,252.93
1st National Bank Savings	77,160.36
Certificate of Deposit 1	5,000.00
Certificate of Deposit 2	5,000.00
Total Checking/Savings	102,413.29
Accounts Receivable	
Accounts Receivable	37,334.61
Total Accounts Receivable	37,334.61
Total Current Assets	139,747.90
TOTAL ASSETS	**139,747.90**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Retained Earnings	106,325.04
Net Income	21,606.35
Total Equity	139,747.90
TOTAL LIABILITIES & EQUITY	**139,747.90**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January through December 1999

	Jan - Dec '99	Jan - Dec '98	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	7,116.95	14,408.33	-7,291.38	-50.6%
Bond Account	740.00	1,000.00	-260.00	-26.0%
Finance Charges	15.23	0.00	15.23	100.0%
Interest Income	3,278.32	1,443.52	1,834.80	127.1%
Land & Dwelling Assessment				
Dwelling Assessment 1998	3,286.47	17,221.57	-13,935.10	-80.9%
Dwelling Assessment 1999	17,854.23	0.00	17,854.23	100.0%
Golden Age Village Assessment	5,880.00	5,880.00	0.00	0.0%
Land Assessment 1998	4,217.02	27,564.13	-23,347.11	-84.7%
Land Assessment 1999	28,446.79	0.00	28,446.79	100.0%
Total Land & Dwelling Assessment	59,684.51	50,665.70	9,018.81	17.8%
Late Fee/Finance Charge Adjust.	-644.12	0.00	-644.12	-100.0%
Misc Income	15.11	4.00	11.11	277.8%
Story Road Project	15,000.00	0.00	15,000.00	100.0%
Upgrade Fee	7,816.23	40,169.17	-32,352.94	-80.5%
Total Income	93,022.23	107,690.72	-14,668.49	-13.6%
Expense				
Banking Fees				
NSF	18.00	0.00	18.00	100.0%
Service Charge	5.00	0.00	5.00	100.0%
Total Banking Fees	23.00	0.00	23.00	100.0%
Equipment	0.00	3,945.00	-3,945.00	-100.0%
Fire Protection	600.00	0.00	600.00	100.0%
General Repairs & Maintenance				
Equipment Repairs	28.64	750.00	-721.36	-96.2%
Snow Fences	0.00	934.43	-934.43	-100.0%
Weed Control	1,199.24	753.00	446.24	59.3%
General Repairs & Maintenance - Other	332.70	0.00	332.70	100.0%
Total General Repairs & Maintenance	1,560.58	2,437.43	-876.85	-36.0%
Gifts/Appreciation	125.80	0.00	125.80	100.0%
Insurance/Liability	4,583.53	4,699.16	-115.63	-2.5%
License & Taxes	10.00	101.37	-91.37	-90.1%
Materials	60.00	0.00	60.00	100.0%
Office Expense				

GLA 00846

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January through December 1999

	Jan - Dec '99	Jan - Dec '98	$ Change	% Change
Copying & Mailing	1,069.87	676.27	393.60	58.2%
Miscellaneous	100.00	200.55	-100.55	-50.1%
Supplies	159.46	148.89	10.57	7.1%
Office Expense - Other	137.80	1,371.99	-1,234.19	-90.0%
Total Office Expense	1,467.13	2,397.70	-930.57	-38.8%
Petty Cash	100.00	0.00	100.00	100.0%
Postage	325.52	1,037.86	-712.34	-68.6%
Professional Fees				
Accountant	410.00	168.00	242.00	144.1%
Bookkeeper	1,210.56	0.00	1,210.56	100.0%
Legal Council/Service	184.95	170.00	14.95	8.8%
Secretarial	1,258.29	195.00	1,063.29	545.3%
Professional Fees - Other	0.00	1,528.88	-1,528.88	-100.0%
Total Professional Fees	3,063.80	2,061.88	1,001.92	48.6%
Rental	385.00	155.00	230.00	148.4%
Road Repairs & Maintenance				
Grading & Graveling	15,320.00	21,684.70	-6,364.70	-29.4%
Road Inspection & Report	0.00	993.34	-993.34	-100.0%
Road Signs	0.00	125.00	-125.00	-100.0%
Snow Plowing	4,085.20	3,277.50	807.70	24.6%
Surface Binder	5,037.00	0.00	5,037.00	100.0%
Total Road Repairs & Maintenance	24,442.20	26,080.54	-1,638.34	-6.3%
Story Road-Project	31,500.00	0.00	31,500.00	100.0%
Taxes				
Real Estate	103.67	0.00	103.67	100.0%
Total Taxes	103.67	0.00	103.67	100.0%
Total Expense	68,350.23	42,915.94	25,434.29	59.3%
Net Income	**24,672.00**	**64,774.78**	**-40,102.78**	**-61.9%**

GLA 00847

11/29/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of November 29, 1999

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Adams	0.00	11.44	5.44	6.52	120.00	0.00	0.00	0.00	120.00	263.40
All	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	600.00
Andersen, Svend	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Anderson, Davies	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Anderson, Suzanne	0.00	41.59	19.79	23.70	120.00	0.00	0.00	0.00	436.00	641.08
Azure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-160.00	0.00	-160.00
Barrere, Christine	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Baylor, John	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	100.00
Beigel	0.00	141.33	67.24	80.54	360.00	0.00	0.00	0.00	1,481.96	2,131.07
Boise	0.00	12.00	0.00	13.05	214.95	0.00	0.00	0.00	0.00	240.00
Brown, Michael	0.00	23.90	14.38	33.29	48.43	0.00	0.00	0.00	0.00	120.00
Brown, Norma	0.00	0.00	0.00	0.00	0.00	0.00	-120.00	0.00	0.00	-120.00
Burckley, Steven	0.00	82.30	25.96	60.08	120.00	0.00	0.00	0.00	863.00	1,151.34
Campbell, Deanna	0.00	250.72	77.19	179.05	120.00	0.00	0.00	0.00	2,566.00	3,192.96
Collins, Elizabeth	0.00	0.00	0.00	0.00	13.00	0.00	0.00	0.00	0.00	13.00
Community Preservation	0.00	86.40	27.25	63.08	120.00	0.00	0.00	0.00	906.00	1,202.73
Covington, Philip	0.00	3.00	0.00	3.26	50.00	0.00	0.00	0.00	0.00	56.26
D'Argenzio	0.00	26.97	8.39	23.68	120.00	0.00	0.00	0.00	220.00	399.04
Davis	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Diehl, Rosealine	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	90.00
Difo	0.00	141.54	44.65	103.37	240.00	0.00	0.00	0.00	1,484.00	2,013.56
Dowbenko, Uri	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Dratz, Edward	0.00	3.00	0.00	3.26	240.00	0.00	0.00	0.00	0.00	246.26
Duke	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Eberhard, Linda	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	30.00
Fanuzzi, John	0.00	32.43	10.23	23.68	240.00	0.00	0.00	0.00	340.00	646.34
Fauck	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-60.00
Foleen	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Fournier	0.00	-120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-120.00
Frazier, Kenneth	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Garcia	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Glennon-Alfaro	0.00	0.00	0.00	-30.00	0.00	0.00	0.00	0.00	0.00	-30.00
Graafland	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	90.00
Green	0.00	15.67	7.22	16.72	220.00	0.00	0.00	0.00	0.00	259.61
Grenier	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
Grover	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
Harris, Ned	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	90.00
Hazen, John	0.00	143.48	192.34	445.38	0.00	0.00	0.00	0.00	0.00	781.20
Healy, James	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Holder	0.00	186.92	58.96	136.52	120.00	0.00	0.00	0.00	1,960.00	2,462.40
Issa	0.00	21.08	6.65	15.39	240.00	0.00	0.00	0.00	221.00	504.12
Jarvi, Eva	0.00	0.00	-30.00	0.00	0.00	0.00	0.00	0.00	0.00	-30.00
Jensen, Robert	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Johnson, Edwin	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Johnson, Gail	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Johnston, Duncan	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
Kitajewski	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	100.00
Kletter	0.00	0.00	0.00	0.00	315.00	0.00	0.00	0.00	0.00	315.00
Klinger	0.00	0.00	0.00	0.00	0.00	-60.00	0.00	0.00	0.00	-60.00
Kov[redacted]Eleanor	0.00	0.00	0.00	-6[redacted]	0.00	0.00	0.00	0.00	0.00	-60[redacted]

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of November 29, 1999 99

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Kramer	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Lambert	0.00	0.00	0.00	0.00	140.00	0.00	0.00	0.00	0.00	140.00
LaShomb	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Lewis, Bridget	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Leykamm	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Lindstrom, Johan	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Lisota, Martin	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	180.00
MacDonald, David	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Mack, Randolph A.	0.00	13.35	4.21	9.75	240.00	0.00	0.00	0.00	140.00	407.31
Maniaci, Allen	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
Mayer, Zygmond	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Milgrom	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Moe, Juanita	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Moore	0.00	-20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-20.00
Mueller, Jr.	0.00	0.00	0.00	0.00	80.00	0.00	0.00	0.00	0.00	80.00
Murphy, Brian & Joan	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Patwell	0.00	190.54	60.10	139.17	120.00	0.00	0.00	0.00	1,998.00	2,507.81
Peterson	0.00	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00	36.00
Pettersen	0.00	45.78	14.44	33.42	240.00	0.00	0.00	0.00	480.00	813.64
Pinardo, Pedro	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	600.00
Pisani	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Polk, David	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Quarles	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Rakely	0.00	0.00	-250.00	0.00	0.00	0.00	0.00	0.00	0.00	-250.00
Ramp, Kathleen	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Ray	0.00	188.64	59.50	137.78	120.00	0.00	0.00	0.00	1,978.00	2,483.92
Santos, Marie Dulce De Almeida	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	-240.00	0.00
Schmidt, Judith	0.00	37.81	13.36	30.92	120.00	0.00	0.00	0.00	344.00	546.09
Schmidt, William	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Senart	0.00	248.16	78.28	181.18	240.00	0.00	0.00	0.00	2,602.00	3,349.62
Sherwood	0.00	73.01	21.60	101.67	240.00	0.00	0.00	0.00	0.00	436.28
Strykert	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Terhorst	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Thompson, Eugene	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Thompson, Rebecca	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Thorburn	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
Thorpe	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	180.00
Tisdale	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Tsuru	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Van Hulzen, Lubertus	0.00	0.00	0.00	0.00	53.60	0.00	0.00	0.00	0.00	53.60
Vaughan	0.00	6.68	2.11	4.87	120.00	0.00	0.00	0.00	70.00	203.66
Weise	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
TOTAL	0.00	2,020.84	837.05	1,913.05	13,010.98	-60.00	-120.00	-160.00	19,889.96	37,331.88

GLA 00849

M E M O R A N D U M

TO: Glastonbury Landowners Association c/o Walter Wunsch
FROM: William E. Smith, P.E.
DATE: December 6, 1999
RE: Proposal for Protective Coatings on Interior and Exterior of Glastonbury High South Water Storage Tank

Pursuant to my telephone conversation today with Walter, I wish to provide you with my perspective regarding the need to provide protective coatings on the water storage tank for high South Glastonbury.

1. The interior of the tank is bare steel. Since the interior of the tank was cleaned and surfaces were pressure washed to remove residual diesel fuel, the moisture in the air has formed a light coating of rust on the steel. In addition, where the steel has been exposed to rain, slight rusty scale has begun to form. If the tank was placed into service without an interior coating, the unprotected steel in direct contact with oxygen in the water would rust severely. Since the volume of the tank is large (15,000 gallons), water in the tank will be replenished continuously from Golmeyer Creek, the tank will be open to the atmosphere, and the fire department will remove water from time to time for training purposes, the bare steel would remain exposed almost continuously to oxygen. Other potentially corrosive properties of the water from Golmeyer Creek would combine with oxygen to seriously shorten the life of the tank.
2. The exterior of the tank was coated with a protective coating when it was originally installed. Today that coating shows serious signs of wear, and in some places rusty steel is exposed. Attempting to spot apply fresh protective coating over the old paint would result in a marginal level of protection due to the age and degree of deterioration of the existing coating. In addition, the existing coating could be a lead based paint which would be contaminating to the environment and unacceptable with today's USEPA regulations.
3. Cathodic protection, usually in the form of sacrificial anodes, is always recommended on underground storage tanks. Even tanks with adequate protective coatings in tact at the time of installation will have their reliable useful life shortened considerably if cathodic protection is not provided. However, cathodic protection in the form of sacrificial anodes does not have sufficient voltage potential to protect a tank that is not adequately protected from the corrosive properties of soil and water by good quality protective coatings.
4. The typical useful life of a properly protected underground storage tank system is estimated to be between 15 to greater than 30 years, depending upon many factors. This tank with installed with adequate protection should serve reliably for at least 20 years, if the cathodic protection voltage is monitored and maintained.

5. The Glastonbury Landowners Association is providing this tank as a reliable source of water for fire protection in a remote area of Glastonbury South. Without this water reservoir, further development in this area is prohibited by Park County and the Paradise Valley Fire Department. The GLA Board of Directors are offering to Park County, the fire department, and any future home owners allowed in this area as a result of this water supply reservoir a reliable supply of water for fire fighting purposes. Have you contemplated the liability you as a Board would face if property or lives were lost as a result of the fire department attempting to draw water from a dry tank that had failed due to corrosion?

6. The quote I received from Dan, the Sand Man of Bozeman, for sand blasting, painting with kencromic primer, and painting with two-part epoxy coatings inside and out is $5,200. This cost includes moving mobile equipment to the tank, which saves a cost to haul the tank to a shop in Bozeman or Billings. (I could not find anyone in Livingston who does this work.) A comparable quote I received from a refinisher in Billings is $5,060 if the tank is hauled to their yard. Hauling the tank anywhere will cost considerably more than $140.

Based on the overall cost of this project, the magnitude of development that will be allowed in the area as a result of this water supply, and the potential liability upon the Glastonbury Landowners Association Board in the event of the failure of this reservoir, the $5,200 for protective coatings and an additional ~$300 for cathodic protection is cheap insurance. It is my strong recommendation to you that, if you are reluctant to perform your due diligence in this matter and spend the money necessary to provide a reliable installation which has an expected life of 15 to 20 years, you should cancel the project and go no further. Even with adequate protective coatings on the tank inside and out, and cathodic protection, a routine inspection should be implemented to monitor the reservoir for reliability. This monitoring should include but not be limited to: 1) voltage of the cathodic protection system, 2) water level in the tank, 3) the rate at which the tank refills from Golmeyer Creek, 4) clarity of the water in the tank and 5) accumulation of sediments in the bottom of the tank.

If you have any questions or need any further information from me on this subject, please contact me at 333-9040. I am always please to work with you and advise you on projects beneficial to the Community of Glastonbury.

WES:

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
POST OFFICE BOX 312
EMIGRANT, MONTANA 59027

January 10, 2000

Donald Knittel
Community Services
Church Universal and Triumphant
P. O. Box 5000
Corwin Springs, MT 59027

RE: Glastonbury North Parcel With Gravel Pit

Dear Donald:

Following our recent telephone conversation, the GLA will use the fill material from the gravel pit parcel on the south east corner of the Aries Drive and Capricorn Drive intersection. This material will be used to complete road work detailed in the agreement between the Church and the GLA for the GLA to complete roadwork on the Glastonbury roads to bring them up to the County standards. In return, the GLA will grade the parcel to a natural grade and reseed it.

Sincerely,

Eric Newhouse
GLA Road Committee CoChairman

cc: Hertha Lund

Glastonbury Landowners Association
Road Committee 1999/2000 Road Maintenance & Improvement Plan

The board of directors approved a proposal to participate in the cost of paving Story road in a cooperative venture involving Glastonbury Landowners Association ($15K), Church Universal and Triumphant ($15K), Park County (Roadbed widening and topping, culvert installation, and grading), First National Bank of the Rockies ($10K), Centennial Mobile Home Park ($15K), Avalon Assisted Living Facility ($15), and Episcopal Church ($1K). This project was completed on November 12, 1999, at a price of approximately $71,000 plus the County's roadbed improvement contribution. These costs are approximate, pending the final accounting of the project costs. The total project cost is actually anticipate to be less, in which case a prorated refund will be made to each participant.

In conjunction with the $15,000 Story road improvement, the GLA committed to a $15,000 road improvement project at problem areas on Dry Creek road and other major entry points to South Glastonbury.

This past year the Road Committee has also been researching road surface binder products to find the longest lasting and most economical road surface treatment products to reduce washboarding, potholes and dust problems. This process has taken longer than expected. While researching and testing an alternative treatment product, we have engaged in a low cost minimal maintenance program which has resulted in the poor quality road surface we have all been tolerating this past year. If we do not have an improved product identified before Spring, 2000, we will return to the magnesium chloride product used in previous years.

The plan is to start an intensive road upgrade program early in Spring of 2000 treating the main arteries of North and South Glastonbury. This will involve approximately 8 of the 26 miles of Glastonbury roads at a cost of roughly $56,000 ($7K per mile). This project is in addition to the South Glastonbury $15,000 Dry Creek Road Improvement project, for a total estimated Spring 2000 road improvement/upgrade expenditure of $71,000.

The current cash in the bank is slightly over $97,000. This leaves a $26,000 contingency for unexpected expenses, plus the year 2000 income to cover the necessary routine road maintenance and other expenses required to operate our association.

Current Cash Balance		$97,000
S. Glastonbury Spring 2000 Dry Creek Road Improvement	-$15,000	
Glastonbury N. & S. Spring 2000 Road Upgrade	-$56,000	
Subtotal Spring 2000 Road Improvement/Upgrade	-$71,000	-$71,000
Estimated Emergency Contingency Fund		$26,000

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FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 9, 2000

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1. **Call to Order, Prayer**

The meeting was called to order by Eric, 7:36 p.m., at Healing Wings, Emigrant, MT.
PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Daniel Kehoe, Sr., Philip Hoag, Christine Johnston, Andrew Field, Walter Wunsch, Maria Scobel, Jon Olsen, Robert Wallace.
ALSO ATTENDING: Julie Brennan (Executive Assistant), Joan Murphy and Paul Ranttalo

2. **Reading and Disposition of the Minutes**

The amended minutes were accepted unanimously.

3. **Order of Business**

4. **Report of Officers and Committees**

4.1 **Treasurer's Report** Jim Phipps (Treasurer)

Jim passed out the Transaction Report. The Federal Reserve is operating electronically at the interest rate of 5.5%. Refer to attached financial report for savings and checking account information.

It was announced that Roelof V. (Accountant)was doing statements at the end of this week. There was an open floor discussion on how to obtain monies owed and lien procedures.

MOTION: Eric made a motion to start a sub-committee in order to evaluate ways to collect money to present at the next meeting. The vote was carried unanimously.

4.2 **Architecture Subcommittee** Robert Wallace/Dan Kehoe, Sr. (Co-Chair)

Svend Anderson's Project: The Architecture Subcommittee met in December and approved the mobile home placement for Svend Anderson. Parcel 8 was approved prior to Park County/Church Universal and Triumphant lawsuit allowing for a second mobile home to be place on the site. Svend checked with the records at Park County.

Mehmet Boysal's Project: He is approved for a mobile home.

ACTION ITEM: Revise application form. Nancy Badten has the data files on her computer. Her phone number is 222-5507

ACTION ITEM: Send a letter to Kathie Garcia and another one to Kathleen Ulrich.

Gloria Fournier's Project: Her project is frozen and stopped until an agreement is made with the other parcel owners. There is a disagreement over what are the property lines.

Kenneth McNeally's Project: Parcel 61-B. Kenneth bought Carla Baughmen's mobile home. His $250 clean-up deposit was waived because he is just putting in a mobile home and skirting.

MOTION: Robert made a motion and Dan, Sr. seconded to approve McNeally's project upon getting more detail and to give Eric permission to approve the well placement.

David MacDonald's Project: Robert moved that Dan, Sr. be granted permission to approve the application upon detailed review. The motion passed.

4.3 **Road Committee** Eric Newhouse and David Tonkin (Co-Chair)
Eric reported that he had a conversation with Dennis Branden, of Park County, about the needs of Dry Creek Road. Eric stated that the Road Committee intends to spend $15,000 on Dry Creek Road this year for magnesium chloride and to water the road while it is being graded. He talked with Dennis about the county providing gravel from their source in Pray which has the right mixture of fines and gravel. The procedure for repairing the road will be to grade the road, re-top it with the gravel and then add magnesium chloride and water so it will compact well.

Philip proposed changing the easement of Taurus Road hill.

MOTION: Dan, Sr. moved and Andrew seconded it that David, Eric Philip and Jon develop a plan for repairing roads in Glastonbury and present it to the Board.

Eric reported that he had discussed the gravel pit in North Glastonbury with Donald Knittel. Donald agreed that GLA could use the remaining material there if we grade the site and seed it for the Church after we are done. The attached letter will be sent to Donald.

Eric opened the discussion about land that could be used for a ball field. Eric said that he plans to speak to Sean Murphy regarding putting it on his land.

4.4 **Complaint Committee** Christine Johnston (Chair)
Christine reported that there were no complaints last month.
Eric reported that William Pitt had called him to complain about the snow plowing by Jim Kelley. William Pitt issued a complaint.

4.5 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair) No report

4.6 Fire Water Reservoir Committee Walter Wunsch (Chair)
Walter presented a letter from William Smith that listed William's recommendations for coating the water tank. Andrew recommended that we just monitor for now. There was an open floor discussion.

MOTION: Dan, Sr. made a motion and Philip seconded that we proceed with Philip's recommendation from last month: to apply a tar type water proof coating plus installation of anodes.

Miscellaneous Items:

David reported that GLA was carbon copied on a letter from William Pitt to JW complaining about some of JW's actions. Since Pitt was not asking GLA to intercede, no action was recommended.

Paul Ranttalo attended this meeting and stated he has a back hoe and cranes and suggested that if GLA purchased a grader, he could operate it and save GLA money. The cost and liabilities of GLA owning a grader were discussed. Andrew suggested Paul submit a proposal for his doing the grading with his own grader. His phone number is 333-4672.

The meeting was adjourned at 9:50 p.m.

Our next meeting will be February 7, 2000.

2000-01-09_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting

Jan 10, 2000

Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business

3.1 Establish long term goals for the year (ideas listed below)
- Adopt Master Plan
- Implement Road maintenance program
- Building of community center/playing fields

4. Report of Officers and Committees.

4.1 **Treasurer's Report** - Jim Phipps, Treasurer

4.2 **Finance Committee** - Jim Phipps, Chair

4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
Followup Item: Sven Anderson mobile
Mehmet Boysal mobile home
Action Item: Letter to nonfilers (D Kehoe I & II)

4.4 **Road Committee** - Eric Newhouse - Chair
Action Item: Sign to high South (D. Kehoe)
Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
Snow plowing high South (by Jim Kelly's)

4.5 **Complaint Committee** - Christine Johnston

4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair

4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
Action Item: Tank coating (P. Hoag)

5. **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
6. **Unfinished Business**
7. **Tabled Business**
   - 7.1 Subdivision road Maintenance Responsibility (D. Kehoe)
   - 7.2 Tree removal guideline (P. Hoag)
   - 7.3 Accounting Procedures (J. Phipps)
   - 7.4 Knapweed control contract rebate offer letter (P. Hoag)
   - 7.5 Contact weed sprayer (D. Kehoe)
   - 7.6 Presentation to the Board re: ways to allot GLA funds for max stewardship (Finance Com)
8. **New Business**
   Pitt/Waid situation
9. **Open Floor Comments**
10. Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of January 9, 2000

	Jan 9, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	8,996.71
1st National Bank Savings	72,462.55
T-Bill Account	20,000.00
Total Checking/Savings	101,459.26
Accounts Receivable	
Accounts Receivable	34,674.37
Total Accounts Receivable	34,674.37
Total Current Assets	136,133.63
TOTAL ASSETS	**136,133.63**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	124,106.06
Net Income	301.06
Total Equity	136,133.63
TOTAL LIABILITIES & EQUITY	**136,133.63**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January through December 1999

	Jan - Dec '99	Jan - Dec '98	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	6,919.76	14,408.33	-7,488.57	-52.0%
Bond Account	505.00	1,000.00	-495.00	-49.5%
Finance Charges	15.23	0.00	15.23	100.0%
Interest Income	4,150.51	1,443.52	2,706.99	187.5%
Land & Dwelling Assessment				
Dwelling Assessment 1998	3,417.93	17,221.57	-13,803.64	-80.2%
Dwelling Assessment 1999	18,190.33	0.00	18,190.33	100.0%
Golden Age Village Assessment	5,880.00	5,880.00	0.00	0.0%
Land Assessment 1998	4,282.75	27,564.13	-23,281.38	-84.5%
Land Assessment 1999	29,142.89	0.00	29,142.89	100.0%
Total Land & Dwelling Assessment	60,913.90	50,665.70	10,248.20	20.2%
Late Fee/Finance Charge Adjust.	-644.12	0.00	-644.12	-100.0%
Misc Income	15.11	4.00	11.11	277.8%
Story Road Project	15,500.00	0.00	15,500.00	100.0%
Upgrade Fee	7,816.23	40,169.17	-32,352.94	-80.5%
Total Income	95,191.62	107,690.72	-12,499.10	-11.6%
Expense				
Banking Fees				
NSF	18.00	0.00	18.00	100.0%
Service Charge	15.00	0.00	15.00	100.0%
Total Banking Fees	33.00	0.00	33.00	100.0%
Equipment	0.00	3,945.00	-3,945.00	-100.0%
Fire Protection	600.00	0.00	600.00	100.0%
General Repairs & Maintenance				
Equipment Repairs	28.64	750.00	-721.36	-96.2%
Snow Fences	685.13	934.43	-249.30	-26.7%
Weed Control	1,199.24	753.00	446.24	59.3%
General Repairs & Maintenance - Other	332.70	0.00	332.70	100.0%
Total General Repairs & Maintenance	2,245.71	2,437.43	-191.72	-7.9%
Gifts/Appreciation	125.80	0.00	125.80	100.0%
Insurance/Liability	4,583.53	4,699.16	-115.63	-2.5%
License & Taxes	10.00	101.37	-91.37	-90.1%
Materials	60.00	0.00	60.00	100.0%
Office Expense				

GLA 00861

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January through December 1999

	Jan - Dec '99	Jan - Dec '98	$ Change	% Change
Copying & Mailing	1,069.87	676.27	393.60	58.2%
Miscellaneous	137.60	200.55	-62.95	-31.4%
Supplies	159.46	148.89	10.57	7.1%
Office Expense - Other	137.80	1,371.99	-1,234.19	-90.0%
Total Office Expense	1,504.73	2,397.70	-892.97	-37.2%
Petty Cash	100.00	0.00	100.00	100.0%
Postage	325.52	1,037.86	-712.34	-68.6%
Professional Fees				
Accountant	410.00	168.00	242.00	144.1%
Bookkeeper	1,210.56	0.00	1,210.56	100.0%
Legal Council/Service	184.95	170.00	14.95	8.8%
Secretarial	1,713.29	195.00	1,518.29	778.6%
Professional Fees - Other	0.00	1,528.88	-1,528.88	-100.0%
Total Professional Fees	3,518.80	2,061.88	1,456.92	70.7%
Rental	405.00	155.00	250.00	161.3%
Road Repairs & Maintenance				
Grading & Graveling	15,905.00	21,684.70	-5,779.70	-26.7%
Road Inspection & Report	0.00	993.34	-993.34	-100.0%
Road Signs	75.00	125.00	-50.00	-40.0%
Snow Plowing	4,085.20	3,277.50	807.70	24.6%
Surface Binder	5,037.00	0.00	5,037.00	100.0%
Total Road Repairs & Maintenance	25,102.20	26,080.54	-978.34	-3.8%
Story Road-Project	32,500.00	0.00	32,500.00	100.0%
Taxes				
Real Estate	103.67	0.00	103.67	100.0%
Total Taxes	103.67	0.00	103.67	100.0%
Water Reservoir	1,043.49	0.00	1,043.49	100.0%
Total Expense	72,261.45	42,915.94	29,345.51	68.4%
Net Income	**22,930.17**	**64,774.78**	**-41,844.61**	**-64.6%**

GLA 00862

01/09/00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of January 9, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Adams	0.00	5.44	11.44	10.13	0.00	120.00	0.00	0.00	120.00	267.01
Andersen, Svend	0.00	-120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-120.00
Anderson, Davies	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Azure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-160.00	-160.00
Barrere, Christine	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Baylor, John	0.00	0.00	-0.80	0.00	0.00	0.00	0.00	0.00	0.00	-0.80
Beakley-Casburn	0.00	-240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-240.00
Beigel	0.00	67.24	141.33	125.12	0.00	360.00	0.00	0.00	1,481.96	2,175.65
Boise	0.00	0.00	12.00	13.05	0.00	214.95	0.00	0.00	0.00	240.00
Brown, Michael	0.00	0.00	38.28	33.29	0.00	48.43	0.00	0.00	0.00	120.00
Brown, Norma	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-120.00	0.00	-120.00
Burckley, Steven	0.00	39.15	82.30	72.85	0.00	120.00	0.00	0.00	863.00	1,177.30
Campbell, Deanna	0.00	116.42	250.72	217.01	0.00	120.00	0.00	0.00	2,566.00	3,270.15
Collins, Elizabeth	0.00	-27.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-27.00
Community Preservation	0.00	41.10	86.40	76.48	0.00	120.00	0.00	0.00	906.00	1,229.98
Covington, Philip	0.00	0.00	3.00	3.26	0.00	50.00	0.00	0.00	0.00	56.26
D'Argenzio	0.00	9.97	26.97	28.71	0.00	120.00	0.00	0.00	220.00	405.65
Davis	0.00	10.89	22.89	20.27	0.00	240.00	0.00	0.00	240.00	534.05
Diehl, Rosealine	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	90.00
Difo	0.00	67.34	141.54	125.33	0.00	240.00	0.00	0.00	1,484.00	2,058.21
Dowbenko, Uri	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Dratz, Edward	0.00	0.00	3.00	3.26	0.00	120.00	0.00	0.00	0.00	126.26
Duke	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Fanuzzi, John	0.00	15.43	32.43	28.71	0.00	240.00	0.00	0.00	340.00	656.57
Fauck	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-60.00
Fournier	0.00	-120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-120.00
Frazier, Kenneth	0.00	10.89	22.89	20.27	0.00	240.00	0.00	0.00	240.00	534.05
Garcia	0.00	10.89	22.89	20.27	0.00	240.00	0.00	0.00	240.00	534.05
Glennon-Alfaro	0.00	0.00	0.00	0.00	-30.00	0.00	0.00	0.00	0.00	-30.00
Graafland	0.00	-90.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-90.00
Green	0.00	0.00	19.34	20.27	0.00	220.00	0.00	0.00	0.00	259.61
Grenier	0.00	5.44	11.44	10.13	0.00	120.00	0.00	0.00	120.00	267.01
Grover	0.00	5.44	11.44	10.13	0.00	120.00	0.00	0.00	120.00	267.01
Hazen, John	0.00	0.00	241.23	539.97	0.00	0.00	0.00	0.00	0.00	781.20
Healy, James	0.00	-10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-10.00
Holder	0.00	88.92	186.92	165.52	0.00	120.00	0.00	0.00	1,960.00	2,521.36
Issa	0.00	10.03	21.08	18.66	0.00	240.00	0.00	0.00	221.00	510.77
Jarvi, Eva	0.00	0.00	-30.00	0.00	0.00	0.00	0.00	0.00	0.00	-30.00
Johnson, Edwin	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Johnson, Gail	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Johnston, Duncan	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
Kitajewski	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	100.00
Kletter	0.00	0.00	0.00	0.00	315.00	0.00	0.00	0.00	0.00	315.00
Klinger	0.00	0.00	0.00	0.00	0.00	0.00	-60.00	0.00	0.00	-60.00
Knoop, Mary	0.00	79.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79.20
Kovaks, Eleanor	0.00	0.00	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	-60.00
Kramer	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Lambert	0.00	0.00	0.00	0.00	140.00	0.00	0.00	0.00	0.00	140.00
LaShomb	0.00	10.89	22.89	20.27	0.00	240.00	0.00	0.00	240.00	534.05
Leykamm	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00

GLA 00863

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of January 9, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Lindstrom & Gembica	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Lisota, Martin	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	180.00
Mack, Randolph A.	0.00	6.35	13.35	11.82	0.00	240.00	0.00	0.00	140.00	411.52
Maniaci, Allen	50.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
Mayer, Zygmond	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Milgrom	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Moe, Juanita	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Moore	0.00	0.00	-20.00	0.00	0.00	0.00	0.00	0.00	0.00	-20.00
Mueller, Jr.	0.00	0.00	0.00	0.00	80.00	0.00	0.00	0.00	0.00	80.00
Murphy, Brian & Joan	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Papili, Diana	0.00	-10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-10.00
Patwell	0.00	90.64	190.54	168.73	0.00	120.00	0.00	0.00	1,998.00	2,567.91
Peterson	0.00	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00	36.00
Pettersen, Ola	0.00	21.78	45.78	40.52	0.00	240.00	0.00	0.00	480.00	828.08
Phipps, James	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-60.00
Pinardo, Pedro	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	600.00
Pisani	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Quarles	0.00	10.89	22.89	20.27	0.00	240.00	0.00	0.00	240.00	534.05
Rakela, Kathleen	0.00	0.00	0.00	-250.00	0.00	0.00	0.00	0.00	0.00	-250.00
Ramp, Kathleen	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Ray	0.00	89.74	188.64	167.04	0.00	120.00	0.00	0.00	1,978.00	2,543.42
Santos, Marie Dulce De Almeida	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	-240.00	
Schmidt, Judith	0.00	15.61	39.34	37.49	0.00	120.00	0.00	0.00	344.00	556.44
Schmidt, William	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Senart	0.00	118.06	248.16	219.68	0.00	240.00	0.00	0.00	2,602.00	3,427.90
Sherwood	0.00	0.00	73.01	123.27	0.00	240.00	0.00	0.00	0.00	436.28
Strykert	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Terhorst	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Thompson, Eugene	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Thompson, Rebecca	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Thorburn	0.00	5.44	11.44	10.13	0.00	120.00	0.00	0.00	120.00	267.01
Thorpe	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	180.00
Tisdale	0.00	-120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-120.00
Tsuru	0.00	10.89	22.89	20.27	0.00	240.00	0.00	0.00	240.00	534.05
Van Hulzen, Lubertus	0.00	0.00	0.00	0.00	53.60	0.00	0.00	0.00	0.00	53.60
Vaughan	0.00	3.18	6.68	5.91	0.00	120.00	0.00	0.00	70.00	205.77
Weise	0.00	5.44	11.44	10.13	0.00	120.00	0.00	0.00	120.00	267.01
TOTAL	**50.00**	**115.70**	**2,305.78**	**2,108.22**	**5,164.60**	**5,813.38**	**-60.00**	**-120.00**	**19,293.96**	**34,671.64**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 1998 Compared to 1999
January through December

		Jan - Dec '99
Income		
Assessment Prior to 1998 Paid		6,919.76
Bond Account		505.00
Finance Charges		15.23
Interest Income		4,509.92
Land & Dwelling Assessment		
Dwelling Assessment 1998	3,417.93	
Dwelling Assessment 1999	18,190.33	
Golden Age Village Assessment	5,880.00	
Land Assessment 1998	4,282.75	
Land Assessment 1999	29,262.89	
Total Land & Dwelling Assessment		61,033.90
Late Fee/Finance Charge		-644.12
Misc Income		15.11
Story Road Project		15,500.00
Upgrade Fee		7,816.23
Total Income		95,671.03
Expense		
Banking Fees		
NSF	18.00	
Service Charge	15.00	
Total Banking Fees		33.00
Equipment		0.00
General Repairs & Maintenance		
Equipment Repairs	28.64	
Snow Fences	658.13	
Weed Control	1,199.24	
General Repairs & Maintenance - Other	332.70	
Total General Repairs & Maintenance		2,218.71
Gifts/Appreciation		125.80
Insurance/Liability		4,583.53
License & Taxes		10.00
Materials		60.00
Office Expense		
Copying & Mailing	1,069.87	
Miscellaneous	137.60	
Supplies	216.71	
Office Expense - Other	137.80	
Total Office Expense		1,561.98
Petty Cash		100.00
Postage		325.52
Professional Fees		
Accountant	410.00	

Rudy Parker Bookkeeping Services 406-333-4614

GLA 00865

1997

November 11, 2000

Jan - Dec '98	$ Change	% Change
14,408.33	-7,488.57	-52.0%
1,000.00	-495.00	-49.5%
0.00	15.23	100.0%
1,443.52	3,066.40	212.4%
17,221.57	-13,803.64	-80.2%
0.00	18,190.33	100.0%
5,880.00	0.00	0.0%
27,564.13	-23,281.38	-84.5%
0.00	29,262.89	100.0%
50,665.70	10,368.20	20.5%
0.00	-644.12	-100.0%
4.00	11.11	277.8%
0.00	15,500.00	100.0%
40,169.17	-32,352.94	-80.5%
107,690.72	-12,019.69	-11.2%
0.00	18.00	100.0%
0.00	15.00	100.0%
0.00	33.00	100.0%
3,945.00	-3,945.00	-100.0%
750.00	-721.36	-96.2%
934.43	-276.30	-29.6%
753.00	446.24	59.3%
0.00	332.70	100.0%
2,437.43	-218.72	-9.0%
0.00	125.80	100.0%
4,699.16	-115.63	-2.5%
101.37	-91.37	-90.1%
0.00	60.00	100.0%
676.27	393.60	58.2%
200.55	-62.95	-31.4%
148.89	67.82	45.6%
1,371.99	-1,234.19	-90.0%
2,397.70	-835.72	-34.9%
0.00	100.00	100.0%
1,037.86	-712.34	-68.6%
168.00	242.00	144.1%

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 1998 Compared to 1999
January through December

	Jan - Dec '99
Bookkeeper	1,210.56
Legal Council/Service	184.95
Secretarial	1,713.29
Professional Fees - Other	0.00
Total Professional Fees	3,518.80
Rental	385.00
Road Repairs & Maintenance	
Grading & Graveling	15,905.00
Road Inspection & Report	0.00
Road Signs	75.00
Snow Plowing	4,445.20
Surface Binder	5,037.00
Total Road Repairs & Maintenance	25,462.20
Story Road-Project	32,500.00
Taxes	
Real Estate	103.67
Total Taxes	103.67
Water Reservoir	1,643.49
Total Expense	72,631.70
Net Income	23,039.33

GLA 00866

Jan - Dec '98	$ Change	% Change
0.00	1,210.56	100.0%
170.00	14.95	8.8%
195.00	1,518.29	778.6%
1,528.88	-1,528.88	-100.0%
2,061.88	1,456.92	70.7%
155.00	230.00	148.4%
21,684.70	-5,779.70	-26.7%
993.34	-993.34	-100.0%
125.00	-50.00	-40.0%
3,277.50	1,167.70	35.6%
0.00	5,037.00	100.0%
26,080.54	-618.34	-2.4%
0.00	32,500.00	100.0%
0.00	103.67	100.0%
0.00	103.67	100.0%
0.00	1,643.49	100.0%
42,915.94	29,715.76	69.2%
64,774.78	**-41,735.45**	**-64.4%**

2000-02-07_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 7, 2000

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1. **Call to Order, Prayer**

The meeting was called to order at 7:10 p.m. at Healing Wings, Emigrant, MT. Opening prayer was given by Christine Johnston.

PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Christine Johnston, Robert Wallace, Daniel Kehoe, Sr., Andrew Field and Jon Olsen.

PROXY: Maria Scoble to Eric Newhouse

ALSO ATTENDING: Julie Brennan (Executive Assistant), Roy Johnson, Roelof and Claire Varkevisser.

2. **Reading and Disposition of the Minutes**

The motion was made by Dan, Sr. and seconded by David to accept the amended minutes. The vote carried unanimously.

3. **Order of Business**

4. **Report of Officers and Committees**

4.1 Treasurer's Report Jim Phipps (Treasurer)

The financial report was given by Roelof Varkevisser. There was an open floor discussion on owed assessments. Roelof stated that he will be calling landowners who are in a collection status.

Dan, Sr. reported his conversation with Dean Holmes on the procedure for filing a lien. Dean stated that the procedure is to fill out a lien form and pay a $5.00 fee to Park County. A lien insures that new owners will be aware of unpaid assessments because these will appear on a title report for any property that is sold. The process assures that GLA is paid back assessments. A recent case was discussed where a person who just purchased some Glastonbury property with $750 of unpaid assessments due on it and how unfriendly and difficult it will be to send him a $750 assessment bill.

MOTION: Dan, Sr. made a motion and David seconded it that liens will be filed for any unpaid assessments of $120 or more in January of each year. The vote carried unanimously.

ACTION ITEM: This year, liens of unpaid assessments will be filed by May 1, 2000. Christine will draft a letter that will be sent to all property owners about filing the liens.

4.2 Architecture Subcommittee Robert Wallace/Daniel Kehoe, Sr. (Co-Chair)

Kenneth McNeally: Robert called him and sent him a Project Application form.

David MacDonald: Robert faxed a Project Application form to David M., but David M. does not seem interested in filling out the form. Dan, Sr. recommended writing a strong letter.

Robert Wallace reported that we still need Project Application forms from Kathleen Ulrich, Kathie Garcia and Alan Maniaci.

ACTION ITEM: Christine will contact Kathie Garcia. David T. will contact Kathleen Ulrich.

4.3 Manager Position

Andrew read the task description for the manager position. Several changes were suggested. Dan, Sr. recommended that we change the title of "manager" to "facilitator." David recommended that we set up interviews. Further discussion was tabled until GLA board members could review the revised description.

4.4 Road Committee Eric Newhouse (Chair)

Eric announced that he will be out of town on business through February 17. He stated that he is working on the road report. Also, Archie Mann is looking for new road material.

An open floor discussion took place on the condition of the roads in South Glastonbury, particularly Dry Creek Road. Eric recommended that David and Dan, Jr. contact Robert Beese.

4.5 Complaint Committee Christine Johnston (Chair)

Christine said that a resident in high South Glastonbury, Mary Ann Watson, is concerned about the road conditions at a particular curve which is not protected. There is a steep ravine on the outside of the curve which does not have guard rails. Christine recommended putting up railing in that location. Jon suggested that we contact Robert Beese to investigate and use gravel to correct the problem. The item was tabled until the curve is investigated and the cost of a guard rail is obtained.

Christine spoke with Gretchen Lundberg. She said that Michael V.H. complained about the GLA. There was an open floor discussion about the complaint. Michael previously voiced the same complaint and the specifics of his concerns had been answered by GLA. No further action was taken.

4.6 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)

Dan, Jr. stated that he spoke with Murray Steinman. Murray is now working for the Church on a contract basis. Dan, Sr. noted that Murray has been very helpful in the past

by assisting GLA with the transfer of the Glastonburies from the Church to the residents. The Church has promised that it will transfer twenty acres to North and South Glastonbury Teaching Centers as well as resolve what it will do with the reserved lands of Glastonbury. Dan, Sr. suggested that he ask Murray to work with the Church and GLA to resolve these points before his present contract with the Church is completed.

MOTION: Dan, Sr. made a motion and Andrew seconded it for GLA to write a letter to the three presidents of the Church requesting that Murray continue working with GLA on these land issues. The vote carried unanimously.

5. Next Meeting and Adjournment

The meeting was adjourned at 9:57 p.m. Our next meeting will be March 6, 2000.

ACTION ITEMS:

1. Christine to draft a letter to all property owners about the new policy to file liens on unpaid assessments of $120 or more each January. The letter will explain the reasons for this action.
2. File liens by May 1, 2000 for all unpaid 1999 and previous assessments.
3. David to revise the Facilitator job position sheet.
4. David or Dan, Jr. to discuss with Robert Beese his willingness to act as GLA's road maintenance supervisor.
5. Christine will contact Kathie Garcia about the need to file a "Project Application."
6. David will contact Kathleen Ulrich about the need to file a "Project Application."
7. David to investigate the reported dangerous curve in High South Glastonbury and determine guard rail costs.

2000-02-07_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
February 7, 2000
Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
4. Report of Officers and Committees.
   - 4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   - 4.2 **Finance Committee** - Jim Phipps, Chair
   - 4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
     Action Item: Letter to nonfilers (D Kehoe I & II)
   - 4.4 **Road Committee** - Eric Newhouse - Chair
     Action Item: Sign to high South (D. Kehoe)
     Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
   - 4.5 **Complaint Committee** - Christine Johnston
   - 4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   - 4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
     Action Item: Tank coating (P. Hoag)
5. **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
6. **Unfinished Business**
7. **Tabled Business**
   - 7.1 Subdivision road Maintenance Responsibility (D. Kehoe)
   - 7.2 Tree removal guideline (P. Hoag)
   - 7.3 Accounting Procedures (J. Phipps)
   - 7.4 Knapweed control contract rebate offer letter (P. Hoag)
   - 7.5 Contact weed sprayer (D. Kehoe)
   - 7.6 Presentation to the Board re: ways to allot GLA funds for max stewardship (Finance Com)
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of February 6, 2000

	Feb 6, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	7,787.90
1st National Bank Savings	72,818.66
T-Bill Account	19,727.00
Total Checking/Savings	100,333.56
Accounts Receivable	
Accounts Receivable	96,563.05
Total Accounts Receivable	96,563.05
Total Current Assets	196,896.61
TOTAL ASSETS	**196,896.61**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	124,386.02
Net Income	60,784.08
Total Equity	196,896.61
TOTAL LIABILITIES & EQUITY	**196,896.61**

February 6, 2000

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 2000
January 1 through February 6, 2000

	Jan 1 - Feb 6, '00
Income	
Assessment Prior to 1998 Paid	129.41
Bond Account	-10.00
Land & Dwelling Assessment	
Dwelling Assessment 1999	499.50
Dwelling Assessment 2000	581.00
Land Assessment 1998	70.59
Land Assessment 1999	589.49
Land Assessment 2000	911.00
Total Land & Dwelling Assessment	2,651.58
Late Fee/Finance Charge Adjust.	-8.99
Total Income	2,762.00
Expense	
General Repairs & Maintenance	
Equipment Repairs	28.40
Total General Repairs & Maintenance	28.40
Office Expense	
Copying & Mailing	83.32
Total Office Expense	83.32
Petty Cash	80.80
Postage	81.84
Professional Fees	
Accountant	322.00
Secretarial	105.00
Total Professional Fees	427.00
Rental	44.00
Road Repairs & Maintenance	
Snow Plowing	1,640.00
Total Road Repairs & Maintenance	1,640.00
Water Reservoir	54.50
Total Expense	2,439.86
Net Income	**322.14**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Land & Dwelling Assessments 2000
January 1, 2000

Dwelling Assessments 2000	$23,760.00
Land Assessments 2000	$37,960.00
Golden Age Village Assessment	$5,880.00
Total Assessments 2000	$67,600.00

Roelof Varkevisser Bookkeeping Services 406-333-4614

February 6, 2000

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 1998 Compared to 1999
January through December

	Jan - Dec '99	Jan - Dec '98	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	6,919.76	14,408.33	-7,488.57	-52.0%
Bond Account	505.00	1,000.00	-495.00	-49.5%
Finance Charges	15.23	0.00	15.23	100.0%
Interest Income	4,509.92	1,443.52	3,066.40	212.4%
Land & Dwelling Assessment				
Dwelling Assessment 1998	3,417.93	17,221.57	-13,803.64	-80.2%
Dwelling Assessment 1999	18,310.33	0.00	18,310.33	100.0%
Golden Age Village Assessment	5,880.00	5,880.00	0.00	0.0%
Land Assessment 1998	4,282.75	27,564.13	-23,281.38	-84.5%
Land Assessment 1999	29,262.89	0.00	29,262.89	100.0%
Total Land & Dwelling Assessment	61,153.90	50,665.70	10,488.20	20.7%
Late Fee/Finance Charge Adjust.	-644.12	0.00	-644.12	-100.0%
Misc Income	15.11	4.00	11.11	277.8%
Story Road Project	15,500.00	0.00	15,500.00	100.0%
Upgrade Fee	7,816.23	40,169.17	-32,352.94	-80.5%
Total Income	95,791.03	107,690.72	-11,899.69	-11.1%
Expense				
Banking Fees				
NSF	18.00	0.00	18.00	100.0%
Service Charge	15.00	0.00	15.00	100.0%
Total Banking Fees	33.00	0.00	33.00	100.0%
Equipment	0.00	3,945.00	-3,945.00	-100.0%
General Repairs & Maintenance				
Equipment Repairs	28.64	750.00	-721.36	-96.2%
Snow Fences	658.13	934.43	-276.30	-29.6%
Weed Control	1,199.24	753.00	446.24	59.3%
General Repairs & Maintenance - Other	332.70	0.00	332.70	100.0%
Total General Repairs & Maintenance	2,218.71	2,437.43	-218.72	-9.0%
Gifts/Appreciation	125.80	0.00	125.80	100.0%
Insurance/Liability	4,583.53	4,699.16	-115.63	-2.5%
License & Taxes	10.00	101.37	-91.37	-90.1%
Materials	60.00	0.00	60.00	100.0%
Office Expense				
Copying & Mailing	1,069.87	676.27	393.60	58.2%
Miscellaneous	137.60	200.55	-62.95	-31.4%
Supplies	216.71	148.89	67.82	45.6%
Office Expense - Other	137.80	1,371.99	-1,234.19	-90.0%
Total Office Expense	1,561.98	2,397.70	-835.72	-34.9%
Petty Cash	100.00	0.00	100.00	100.0%
Postage	325.52	1,037.86	-712.34	-68.6%
Professional Fees				
Accountant	410.00	168.00	242.00	144.1%
Bookkeeper	1,210.56	0.00	1,210.56	100.0%
Legal Council/Service	184.95	170.00	14.95	8.8%

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 1998 Compared to 1999
January through December

	Jan - Dec '99	Jan - Dec '98	$ Change	% Change
Secretarial	1,713.29	195.00	1,518.29	778.6%
Professional Fees - Other	0.00	1,528.88	-1,528.88	-100.0%
Total Professional Fees	3,518.80	2,061.88	1,456.92	70.7%
Rental	385.00	155.00	230.00	148.4%
Road Repairs & Maintenance				
Grading & Graveling	15,905.00	21,684.70	-5,779.70	-26.7%
Road Inspection & Report	0.00	993.34	-993.34	-100.0%
Road Signs	75.00	125.00	-50.00	-40.0%
Snow Plowing	4,445.20	3,277.50	1,167.70	35.6%
Surface Binder	5,037.00	0.00	5,037.00	100.0%
Total Road Repairs & Maintenance	25,462.20	26,080.54	-618.34	-2.4%
Story Road-Project	32,500.00	0.00	32,500.00	100.0%
Taxes				
Real Estate	103.67	0.00	103.67	100.0%
Total Taxes	103.67	0.00	103.67	100.0%
Water Reservoir	1,643.49	0.00	1,643.49	100.0%
Total Expense	72,631.70	42,915.94	29,715.76	69.2%
Net Income	**23,159.33**	**64,774.78**	**-41,615.45**	**-64.3%**

GLA 00876

GLASTONBURY LANDOWNERS ASSOCIATION
PO BOX 312
EMIGRANT, MONTANA 59027

January 28, 2000

To All Glastobury Landowners:

Subject: Transmittal of 2000 Assessment Notice, 1999 Financial Status and Update on the Association

I have attached your 2000 Glastonbury assessment notice, the 1999 year end Financial status and a few notes on the Association.

For those of you who were unable to attend our yearly meeting in November the following are the names of the Associations new officers and their assignments.

Dan Kehoe, Jr., South Glastonbury, President and Community Master Plan Chairman
Eric Newhouse, North Glastonbury, Vice President and Road Committee Chairman
Jim Phipps, North Glastonbury, Treasurer
David Tonkin, South Glastonbury, Secretary and Road Committee Co-Chair
Andrew Field, South Glastonbury, Architectural Committee member
Marie Scoble, North Glastonbury
Philip Hoag, North Glastonbury Architectural Committee member
Christine Johnston, South Glastonbury, Complaint Committee Chairman
Robert Wallace, North Glastonbury, Architectural Committee Co-Chair
Daniel Kehoe, Sr. South Glastonbury, Architectural Committee Co-Chair
Jon Olsen, North Glastonbury, Architectural committee Member
Walter Wunsch, South Glastonbury, Road Committee Member

I am sure many of you are interested in where the monies collected as assessments go. The primary expenses are those associated with the 26 miles of roads within South and North Glastonbury. Winter snow plowing is a major expense and a major resurfacing of roads is planned for this spring. The association has hired Julee Brennan as an Executive Assistant to assist in the preparation of minutes, mailings and associated administrative duties. In order to assist directors of the GLA who also work full time, we are considering a part time position for a Glastonbury Manager.

Should you have any comments or questions regarding the Association please feel free to contact any of the officers at the above address.

Sincerely,

Jim Phipps
Treasurer

2000-03-06_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 6, 2000

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by Daniel Kehoe, Jr., at 7:12 p.m. at Healing Wings, Emigrant, MT. Opening prayer was given by Joan Murphy.

PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Jon Olsen, Robert Wallace, Walter Wunsch.

PROXY: Maria Scoble to Jim Phipps.

ABSENT: Andrew Field, Christine Johnston, Dan Kehoe, Sr.

ALSO ATTENDING: Julie Brennan, Joan Murphy, Roelof Varkevisser.

2. Reading and Disposition of the Minutes

Daniel recommended that we return to the original format of using first names instead of first and last initials.

MOTION: David made a motion and Eric seconded it that the amended minutes be accepted. The vote carried unanimously.

3. Order of Business

4. Report of Officers and Committees

4.1 Treasurer's Report Jim Phipps (Treasurer)

The financial report was given by Roelof Varkevisser. Eric mentioned that the McCann's purchased land from Eric last February.

4.2 Finance Committee Jim Phipps (Treasurer)

Jim mentioned that snow plowing costs have decreased this year. Also, the lien placed on the Hazen property has been removed to allow it to be subdivided.

JOB DESCRIPTION

MOTION: Walter made a motion and David seconded it that we save the discussion on the Facilitator (formerly "Manager") job description for the next board meeting. David is to send out to the board the latest edition of the job description.

4.3 Architecture Subcommittee Robert Wallace/Daniel Kehoe, Sr. (Co-Chair)

ACTION ITEM: Robert noted that Kathleen Ulrich, Kathie Garcia, Alan Maniaci, David MacDonald and Kenneth McNeally have not submitted all of their project review papers. Julie reported that Alan's application was found. She also reported that Christine had talked to Kathie and Kathie needs another application. Julie will send a letter with the project application to Kathie Garcia. All that is needed from Ken is a final topo map showing locations of house, well, drain field, etc.

Robert recommends writing a strong letter and copy it to John Glover, our attorney.

ACTION ITEM: Robert will develop a form letter to be sent to people who have not sent in project review papers. Dan, Sr., Daniel and Eric will assist Robert with the letter.

4.4 Road Committee Eric Newhouse (Chair)

There was an open floor discussion on what road improvements would be done this year, including completing the improvements that the Church has paid for. Based on recommendations from Archie Mann, Eric suggested that we use new quarry material from Black Diamond at $4.00 per yard. This material is cheaper than the gray material they have and has fines in it. Eric stated that we should add water and magnesium chloride to the material when it is laid down and roll it after it is graded.

Continued the discussion from last month about the road in high South. The area questioned by Mary Ann Watson needs to be improved and graveled to make it safe during the winter months.

Discussed revising the road easement on one of the roads Jim Kelley developed.

David reported Robert Beese is not interested in assisting with roads during the school year, but may consider helping during the summer.

ACTION ITEM: The Road Committee will meet to discuss what road improvements it will recommend to do this year. The meeting will be held at Walter's on 3/11/00 at 9 a.m.

Daniel reported that Marcia McCarry would like the South Glastonbury entrance sign moved so she can sell a tract. Daniel recommended placing it on the other side of Aquila Road next to their place. The item was tabled until others could view the location.

4.5 Complaint Committee Christine Johnston (Chair) No report.

4.6 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)

Eric has placed single wide mobile homes and William Irby would like one as well. There was an open floor discussion on UPC vs. HUD mobile homes.

4.7 Fire Water Reservoir Committee

Roy Johnson submitted a proposal for coating the water tank for high South as follows:

Sand Blast	$ 900
2 coats epoxy	1,450
Welding & adding anodes	400
	$2,750

The outside of the tank would be coated with water proofing tar material.

MOTION: Eric made a motion and Robert seconded it to accept Roy's proposal as above. The vote carried unanimously.

5. Next Meeting and Adjournment

The meeting was adjourned at 8:50 p.m. Our next meeting will be April 5, 2000.

ACTION ITEMS:

1. David to send to board members the revised Facilitator job description.
2. Julie to send new application form to Kathie Garcia.
3. Robert, Dan, Sr., Dan, Jr. and Eric to write a standard Architectural Committee letter to be used for reminding people that have not sent in their building applications that is necessary to do so before they start building.
4. Road Committee to develop a list of road improvements for North and South Glastonbury.
5. Board to review the proposed location for the South Glastonbury entrance sign.

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Glastonbury Landowners Association Board of Directors Meeting
March 6, 2000
Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
4. Report of Officers and Committees.
   - 4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   - 4.2 **Finance Committee** - Jim Phipps, Chair
   - 4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
     Action Item: Letter to nonfilers (D Kehoe Sr. w/ Glover)
   - 4.4 **Road Committee** - Eric Newhouse - Chair
     Action Item: Sign to high South (D. Kehoe)
     Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
     Action Item: Purchase & placemant of "15 MPH" and "Dangerous Curve" signs
   - 4.5 **Complaint Committee** - Christine Johnston
   - 4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
     Action Item: Overtures/letter to CUT
   - 4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
     Action Item: Tank coating (P. Hoag)
5. **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
6. **Unfinished Business**
7. **Tabled Business**
   - 7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   - 7.2 Tree removal guideline (P. Hoag)
   - 7.3 Accounting Procedures (J. Phipps)
   - 7.4 Knapweed control contract rebate offer letter (P. Hoag)
   - 7.5 Contact weed sprayer (D. Kehoe)
   - 7.6 Presentation to the Board re: ways to allot GLA funds for max stewardship (Finance Com)
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of March 5, 2000

	Mar 5, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	24,164.90
1st National Bank Savings	73,371.61
T-Bill Account	19,727.00
Total Checking/Savings	117,263.51
Accounts Receivable	
Accounts Receivable	79,346.05
Total Accounts Receivable	79,346.05
Total Current Assets	196,609.56
TOTAL ASSETS	**196,609.56**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	124,266.02
Net Income	60,617.03
Total Equity	196,609.56
TOTAL LIABILITIES & EQUITY	**196,609.56**

March 5, 2000

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 2000
January 1 through March 5, 2000

	Jan 1 - Mar 5, '00
Income	
Assessment Prior to 1998 Paid	129.41
Bond Account	-10.00
Interest Income	552.95
Land & Dwelling Assessment	
Dwelling Assessment 1999	684.00
Dwelling Assessment 2000	5,211.00
Golden Age Village Assessment	1,470.00
Land Assessment 1998	135.59
Land Assessment 1999	893.99
Land Assessment 2000	11,594.00
Total Land & Dwelling Assessment	19,988.58
Late Fee/Finance Charge Adjust.	-8.99
Total Income	20,651.95
Expense	
General Repairs & Maintenance	
Equipment Repairs	28.40
Total General Repairs & Maintenance	28.40
Office Expense	
Copying & Mailing	83.32
Total Office Expense	83.32
Petty Cash	80.80
Postage	81.84
Professional Fees	
Accountant	322.00
Secretarial	335.00
Total Professional Fees	657.00
Rental	64.00
Road Repairs & Maintenance	
Grading & Graveling	520.00
Snow Plowing	1,710.00
Total Road Repairs & Maintenance	2,230.00
Water Reservoir	54.50
Total Expense	3,279.86
Net Income	**17,372.09**

Roelof Varkevisser Bookkeeping Services 406-333-4614

03/05/00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Accounts Receivable
As of March 5, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Adams	0.00	133.83	5.39	5.14	8.65	120.00	0.00	0.00	120.00	393.01
Alexander	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Andersen, Svend	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Anderson, Davies	0.00	246.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	366.00
Angeles	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Azure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-40.00	-40.00
Barrere, Christine	0.00	126.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	246.00
Baughman	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Baylor, John	0.00	0.00	0.00	-0.80	0.00	0.00	0.00	0.00	0.00	-0.80
Beigel	0.00	474.75	66.50	63.59	106.85	360.00	0.00	0.00	1,481.96	2,553.65
Bennett, James	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Blais, Harold	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Bodeaux, Lorraine	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
Boise	0.00	262.75	0.00	0.00	13.05	214.95	0.00	0.00	0.00	490.75
Boudreau	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Bowden	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Brailsford	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Brand	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Brandis, John	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Brown, Michael	0.00	146.32	0.00	14.38	33.29	48.43	0.00	0.00	0.00	242.42
Brown, Norma	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Brown, Ray	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Buford, Lisa	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Burckley, Steven	0.00	182.34	38.73	39.15	60.08	120.00	0.00	0.00	863.00	1,303.30
Butler, Marian	0.00	135.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	135.00
Campbell, Deanna	0.00	299.53	115.15	116.42	179.05	120.00	0.00	0.00	2,566.00	3,396.15
Carey, Mykah	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Carstens	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Cleirbaut	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Collier	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Collins, Elizabeth	0.00	193.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	193.00
Colwell, Joseph	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Community Preservation	0.00	185.15	40.65	41.10	63.08	120.00	0.00	0.00	906.00	1,355.98
Community Restoration	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Cook	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Corcino	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Costigan	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Covington, Philip	0.00	245.50	0.00	0.00	3.26	50.00	0.00	0.00	0.00	298.76
D'Argenzio	0.00	146.36	9.86	11.75	23.68	120.00	0.00	0.00	20.00	331.65
Davis	0.00	267.67	10.77	10.89	16.72	240.00	0.00	0.00	240.00	786.05
Diehl, Rosealine	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
Difo	0.00	228.89	66.61	67.34	103.37	240.00	0.00	0.00	1,484.00	2,190.21
Dirkers, Jerome	0.00	270.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00
Dowbenko, Uri	0.00	252.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	492.00
Dratz, Edward	0.00	3.00	0.00	0.00	3.26	111.01	0.00	0.00	0.00	117.27
Dubiel, Gerald	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Duke	0.00	252.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	492.00
DuMulin, Susan	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Dunn	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Eberhard, Linda	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Eisvang, Jorn	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Accounts Receivable
As of March 5, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Ellison-McBride, Valerie	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Fanuzzi, John	0.00	274.20	15.26	15.43	23.68	240.00	0.00	0.00	340.00	908.57
Fanuzzi, Vera	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Fauck	0.00	240.00	-60.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Field	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Fletcher	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Foleen, Chris	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Fonseca	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
Frazier, Kenneth	0.00	267.67	10.77	10.89	16.72	240.00	0.00	0.00	240.00	786.05
Fredricksen, Alberta	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Ganje, Bruce	0.00	190.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	190.00
Garcia	0.00	267.67	10.77	10.89	16.72	240.00	0.00	0.00	240.00	786.05
Gelderloos, Pouwell	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Glennon-Alfaro	0.00	450.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00
Gough	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Graafland	0.00	270.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00
Green	0.00	863.00	0.00	10.89	16.72	220.00	0.00	0.00	0.00	1,110.61
Grenier	0.00	133.83	5.39	5.44	8.35	120.00	0.00	0.00	120.00	393.01
Grover	0.00	133.83	5.39	5.44	8.35	120.00	0.00	0.00	120.00	393.01
Hale	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Hansard	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Hardisty	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Harris, Ned	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Harth	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Hazen, John	0.00	405.73	0.00	290.09	445.38	0.00	0.00	0.00	0.00	1,141.20
Healy, James	0.00	470.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	470.00
Hickein	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Hoag, Philip	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Holder	0.00	253.96	87.96	88.92	136.52	120.00	0.00	0.00	1,960.00	2,647.36
Hull	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Irwin, Simeon	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Issa	0.00	266.43	9.92	10.03	15.39	240.00	0.00	0.00	221.00	762.77
Jarvi, Eva	0.00	210.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210.00
Jensen, Janet	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Jensen, Robert	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Johnson, Antonia	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Johnson, Edwin	0.00	126.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	246.00
Johnson, Gail	0.00	252.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	352.00
Johnson, Reed	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	480.00
Johnston, Duncan	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Jones, Phillip	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Kaminski	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Kaufman	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Keathley	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Kehoe, Sr.	0.00	720.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00
Kimura	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Kisthart, William	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Kitajewski	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Klinger	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Knoop, Mary	0.00	340.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	340.00
Knudson	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00

GLA 00887

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Accounts Receivable
As of March 5, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Kovaks, Eleanor	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Kramer	0.00	126.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	246.00
Krumpe	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Lambert, Christophe	0.00	240.00	0.00	0.00	0.00	140.00	0.00	0.00	0.00	380.00
LaShomb	0.00	267.67	10.77	10.89	16.72	240.00	0.00	0.00	240.00	786.05
Lee	0.00	190.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	190.00
Lewis, Bridget	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Leykamm	0.00	252.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	492.00
Lindstrom & Gembica	0.00	123.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	123.00
Lisota, Martin	0.00	249.00	0.00	0.00	0.00	51.00	0.00	0.00	0.00	300.00
Lundberg	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
MacDonald, David	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	480.00
Mack, Randolph A.	0.00	261.14	6.28	6.35	9.75	240.00	0.00	0.00	140.00	663.52
MacPherson, Frances	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Maniaci, Allen	0.00	290.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	320.00
Mansaw	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Mason, James	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Matthews, Laurel	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Mayer, Zygmond	0.00	252.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	492.00
McBride, Scott	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
McCarry	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
McNicholas	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Meijer, Jacob	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Milgrom	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Minerco Investments	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	480.00
Moe, Juanita	0.00	240.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	300.00
Mohr, Dwayne	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	480.00
Moorcroft	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Moore	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
Morsell	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Mueller, Jr.	0.00	244.00	0.00	0.00	0.00	80.00	0.00	0.00	0.00	324.00
Murphy, Brian & Joan	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Nelson, Stuart	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Newhouse, Eric	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
Newhouse, Sr.	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
Norell, Per	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Olsen	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Osborne	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Oudendijk, Alex	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Oudendijk, Maria	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Pagnier	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
Palk, David	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Panizza	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Papili, Diana	0.00	90.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90.00
Patterson, DeWayne	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Patwell	0.00	256.44	89.66	90.64	139.17	120.00	0.00	0.00	1,998.00	2,693.91
Pellett	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Peterson	0.00	241.80	0.00	0.00	0.00	36.00	0.00	0.00	0.00	277.80
Pettersen, Ola	0.00	283.34	21.54	21.78	33.42	240.00	0.00	0.00	480.00	1,080.08
Phipps, James	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Pinardo, Pedro	0.00	750.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	1,350.00

GLA 00888

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Accounts Receivable
As of March 5, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Pisani	0.00	252.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	492.00
Price	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Prieto	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Quarles	0.00	267.67	10.77	10.89	16.72	240.00	0.00	0.00	240.00	786.05
Rakela, Kathleen	250.00	0.00	0.00	-250.00	0.00	0.00	0.00	0.00	0.00	0.00
Ramp, Kathleen	0.00	243.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	303.00
Ranttalo, Paul	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Ray	0.00	255.14	88.76	89.74	137.78	120.00	0.00	0.00	1,978.00	2,669.42
Rutherford	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Santos, Marie Dulce De Almeida	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Schmidt, Judith	0.00	273.46	15.44	18.62	30.92	120.00	0.00	0.00	344.00	802.44
Schmidt, William	0.00	252.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	252.00
Scoble	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Scott, Ian	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Senart	0.00	421.88	116.78	118.06	181.18	240.00	0.00	0.00	2,602.00	3,679.90
Sherwood	0.00	325.01	0.00	21.60	101.67	240.00	0.00	0.00	0.00	688.28
Siewert, Don	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Silver, Richard	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Slavenas	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Stern	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Strykert	0.00	252.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	492.00
Terhorst	0.00	126.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	246.00
Tessier, Frances	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Thompson, Rebecca	0.00	372.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	612.00
Thorburn	0.00	133.83	5.39	5.44	8.35	120.00	0.00	0.00	120.00	393.01
Thorpe	0.00	249.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	249.00
Timmer, James	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Tisdale	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Tonkin, David	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Trisdale, James	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Tsuru	0.00	267.67	10.77	10.89	16.72	240.00	0.00	0.00	240.00	786.05
Twin Pillars	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Varkevisser	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Vaughan	0.00	130.57	3.15	3.18	4.87	120.00	0.00	0.00	5.00	266.77
Wagner	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Wallace, Ronald & Dori	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Wares	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Watson, Marian	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Weise	0.00	133.83	5.39	5.44	8.35	120.00	0.00	0.00	120.00	393.01
Westerbeek, Alie	0.00	360.00	0.00	0.00	0.00	315.00	0.00	0.00	0.00	675.00
Whitehead	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
Wintroub	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Wolberd	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Woodriff, Janet	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Woywitka	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Yaney	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
TOTAL	250.00	46,335.86	853.82	980.50	2,007.79	9,526.39	0.00	0.00	19,388.96	79,343.32

yrl 0/99

GLA 00889

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
JOB DESCRIPTION
MANAGER

Job Title: Manager
Reports to: President of the Glastonbury Landowners Association Board
Job Status: Part time, Independent contractor
Hours per week: 10 - 20 hrs/wk
Salary Range: $10 - $15 /hr plus expenses

SUMMARY

The Glastonbury Landowners Associations (GLA) Manager position (hereinafter called Manager) is a facilitator to assist the GLA board in fulfilling its duties of road maintenance, noxious weed control, building permits and other items under its charter and to assist the landowners in enjoying the amenities of the community. The position is not meant as an enforcer or police officer. However, at times the Manager may be required to remind residents of the regulations that have been established in the GLA covenants.

The Manager will be reimbursed on an hourly basis plus expenses. The position will require the use of a personal car for which he will be reimbursed for at the IRS dollar per mile rate in effect for that year.

The Manager shall be directly responsible to the GLA Board of Directors and report to them at each of their scheduled Board meetings and at other times as required. The tasks of the Manager will primarily be concerned with, but not limited to, the following tasks as directed by the board:

- **Road maintenance:**
  Take the necessary actions to see that roads are repaired and properly maintained and keep the roads free of snow as directed by the Board.
- **Noxious Weed Control:**
  See that the Glastonbury property controlled by GLA, such as road right of ways, common lands and recreational areas are maintained free of noxious weeds, and that landowners are aware of their obligations to do the same in accordance with GLA covenants.
- **Building Permits Reviews:**
  Make landowners aware of their obligations to submit an application for construction and obtain approval from the GLA Architectural Review Committee prior to starting construction on any projects. The Managers job is to assist the board and property owner in the application process and may entail such items as obtaining completed forms from landowners, check site conditions, reporting to the Review Committee of his/her findings and provide the necessary follow-up

including conducting final inspection and obtain final sign-off of the project.

- **Legal Matters:**
  At times, the GLA Board of Directors will deem it necessary to file legal actions through Park County offices. The Manager will assist the board in accomplishing these tasks as directed.

- **Community Facilities:**
  Should at any time areas be developed that is the Associations responsibility such as parks and/or recreation areas, it will be the Managers job to assist the board in locating businesses and/or individuals and obtain bids on providing the necessary services to maintain and operate these facilities.

The position may entail assisting the Board from time to time in developing subcontracts, writing specifications, obtaining bids from potential contractors, inspecting the work of subcontractors to ensure specifications are being met and be the contact person between the board and subcontractors.

From time to time, the job description of the Manager may change to include maintenance of new areas, development of parks and/or recreational areas. Any major change in the number of hours per week required by the Manager or the scope of work will result in a review of the terms of employment by the GLA board and the Manager.

JOB DESCRIPTION
MANAGER
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

The Landowners Associations Managers position is one of a facilitator to assist the landowners in enjoying the amenities of the community and of assisting the Association Directors is accomplishing the work they have been elected to do The position is not one of an enforcer or police officer however at times the Manager may be required to remind residents of the regulations that have been established in the covenants.

The Manager shall be directly responsible to the Association Directors and report to them at each of their scheduled Board meetings and at other times when required.

The Managers position will require the use of a personal car for which he/she will be reimbursed at the dollar per mile rate allowed by the IRS.

The Managers job shall be one of an Independent Contractor at a rate to be agreed upon with the Directors of the Association.

The Manager's tasks will primarily be concerned with, but not limited to, the following tasks:

Road Maintenance :
Take the necessary actions to see that roads are repaired and snow removed.
Snowfences maintained.

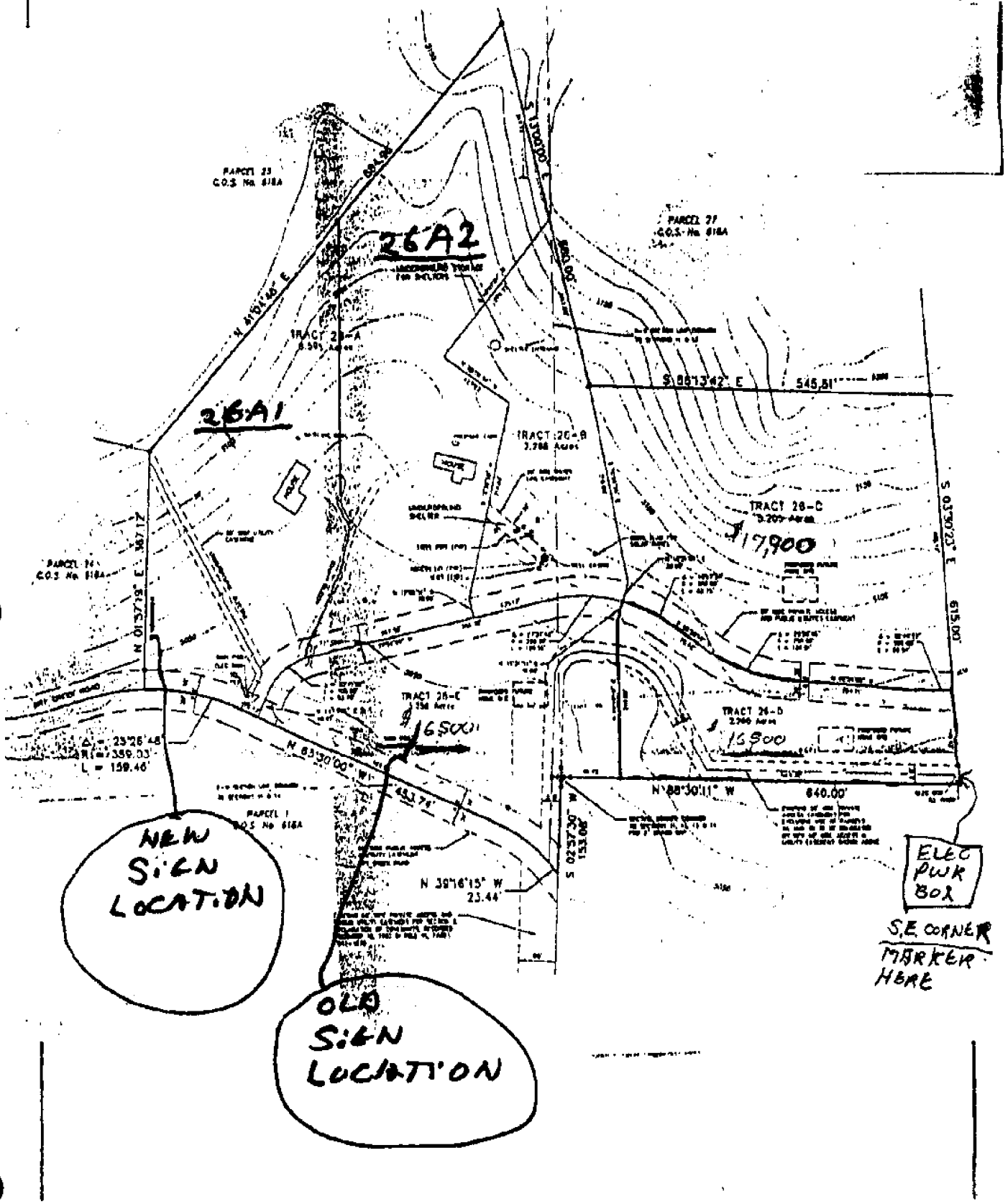
Noxious Weed Control:
See that property controlled by the Landowners Association , such as roads and recreation areas are maintained free of noxious weeds, and that landowners are aware of their obligation to do the same in accordance with the covenants.

Building Permit Reviews:
Make landowners aware of their obligation to obtain an approval from the Landowners Association Architectural Review Committee prior to any construction projects. Obtain the necessary completed forms from the landowners for review by the committee and accomplish the necessary follow up and processing.

Legal Matters:
At times the Directors of the Association will deem it necessary to file legal action through the Park County offices. It will the Managers job to accomplish these tasks.

Community Facilities:
Should at any time areas be developed that are the Associations responsibility such as parks and recreation areas it shall be the Managers job to provide the services necessary to maintain and operate these facilities.

And So On:


26A2
26A1
TRACT 26-A
TRACT 26-B
TRACT 26-C
TRACT 26-D
17,900
16,500
15,900
S 88°13'42" E 545.81'
N 88°30'11" W 640.00'
N 63°30'00" W 453.76'
N 39°16'15" W 23.44'
S 03°30'23" E 615.00'
N 03°30'23" W 615.00'
S 03°30'00" E 660.00'
S 03°30'00" E 1320.00'
NEW SIGN LOCATION
OLD SIGN LOCATION
ELEC PWR BOX
S.E. CORNER MARKER HERE

2000-04-05_BDGN.pdf

FINAL

Glastonbury Landowners Association
Board of Directors Meeting Minutes
April 5, 2000

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by Daniel Kehoe, Jr., at 7:20 p.m. at Healing Wings, Emigrant, MT. Opening prayer was given by David Tonkin.

PRESENT: Daniel Kehoe, Jr. (President),Jim Phipps (Treasurer), David Tonkin (Secretary), Robert Wallace, Daniel Kehoe, Sr., Christine Johnston

PROXY: Maria Scoble to Jim Phipps.

ABSENT: Eric Newhouse (Vice-President),Andrew Field, Philip Hoag, Jon Olsen, Walter Wunsch

ALSO ATTENDING: Julie Brennan

2. Reading and Disposition of the Minutes

MOTION: Dan, Sr. made the motion to accept the minutes as presented. Robert Wallace seconded the motion. The vote carried unanimously.

3. Order of Business

3.1 Project Facilitator Position

The board decided to save this item for the next board meeting.

4. Report of Officers and Committees

4.1 Treasurer's Report Jim Phipps (Treasurer)

Jim distributed the financial report to the GLA Board of Directors.

4.2 Architecture Subcommittee Robert Wallace/Daniel Kehoe, Sr. (Co-Chair)

Robert Wallace gave a report on the cover letter to be sent to all landowners. He will send to other board members for further input.

In the project application process, it was noted that a waiver can be requested for the $250.00 cleaning deposit.

David MacDonald Project: All information is in.

4.4 Road Committee Eric Newhouse (Chair) Absent. No report was presented.

Robert met with Walter Wunsch and agreed the roads need to be rolled and watered.

Robert Beese is receptive to talking about assisting with summer road improvements.

Daniel repeated his request that the Road Committee meet and determine what improvements they recommend for North and South Glastonbury roads this summer.

John Waid proposed moving the South Glastonbury sign from its existing location on Marcia McCarry's property to the southeast corner of the property. The McCarry's agree to pay for and move the sign.
MOTION: A motion was made to accept the above proposal. The board approved it unanimously.

4.5 Complaint Committee Christine Johnston (Chair) No complaints.

4.6 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)
Discussed the writing and timing of a letter with points to consider and copy of resolution to the Church. Need to schedule a meeting and go over Master Plan with new board members.

4.7 Fire Water Reservoir Committee Walter Wunsch (Chair)
Roy Johnson completed the sand blasting and painting of the fire water reservoir for high South Glastonbury.

MOTION: David moved to accept the additional work and to pay for half of the $450 cost overrun by Roy Johnson. Dan, Sr. seconded the motion. Vote carried unanimously.

Daniel recommended that Andrew and Walter talk about the location for the tank.

5. New Business

a) Patrick Wolberd proposed GLA host a County presentation at Emigrant Hall re: the new jail. The cost is $75 for Emigrant Hall.

MOTION: Jim moved that the GLA rent Emigrant Hall for a meeting on the new jail. Dan, Sr. seconded the motion. The vote carried unanimously.

b) GLA received a request to donate $500 for the new Arrowhead School ball field construction. GLA will be able to put up a sign if they donate $500.

MOTION: David moved to donate $500 for Arrowhead School ball field construction. Jim seconded it. The vote carried unanimously.

c) GLA received a letter from James and Paul Trisdale requesting to withdraw from GLA.
ACTION ITEM: David Tonkin to respond to their letter.

d) Discussed the recent rash of break-ins in Glastonbury.

ACTION ITEM: Christine Johnston will call the sheriff regarding the break-in at Rosie Moonheart's.

ACTION ITEM: Philip Hoag to contact week sprayer

5. Next Meeting and Adjournment

The meeting was adjourned at 8:37 p.m. Our next meeting will be May 8, 2000.

ACTION ITEMS:

1) David to respond to letter from James and Paul Trisdale.

2) Christine Johnston will call the sheriff regarding the break-in at Rosie Moonheart's.

3) Philip Hoag to contact week sprayer.

4) Robert to send landowner cover letter to board members for input.

5) Robert to schedule meeting to go over Master Plan with new Church board members.

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Glastonbury Landowners Association Board of Directors Meeting
April 5, 2000
Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
   3.1 Project Facilitator
4. Report of Officers and Committees.
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   4.2 **Finance Committee** - Jim Phipps, Chair
   4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
   Action Item: Letter to nonfilers (D Kehoe Sr. w/ Glover)
   4.4 **Road Committee** - Eric Newhouse - Chair
   Action Item: Contact Archie Mann re: completion of Church road job (D. Newhouse)
   Action Item: Purchase & placemant of "15 MPH" and "Dangerous Curve" signs
   4.5 **Complaint Committee** - Christine Johnston
   4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Overtures/letter to CUT
   4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   Action Item: Tank coating (P. Hoag)
   Item: Cost over-run payment request
5. **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
   7.4 Knapweed control contract rebate offer letter (P. Hoag)
   7.5 Contact weed sprayer (D. Kehoe)
8. **New Business**
   8.1 Item: Ballfield donation request $500 (D. Kehoe)
9. **Open Floor Comments**
10. Next Meeting and Adjournment

April 4, 2000

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 2000
January 1 through April 4, 2000

	Jan 1 - Apr 4, '00
Income	
Assessment Prior to 1998 Paid	129.41
Bond Account	-10.00
Finance Charges	3.00
Interest Income	552.95
Land & Dwelling Assessment	
Dwelling Assessment 1999	959.00
Dwelling Assessment 2000	7,829.37
Golden Age Village Assessment	1,470.00
Land Assessment 1998	135.59
Land Assessment 1999	1,168.99
Land Assessment 2000	14,652.37
Total Land & Dwelling Assessment	26,215.32
Late Fee/Finance Charge Adjust.	-5.73
Total Income	26,884.95
Expense	
General Repairs & Maintenance	
Equipment Repairs	28.40
Total General Repairs & Maintenance	28.40
Office Expense	
Copying & Mailing	86.06
Total Office Expense	86.06
Petty Cash	80.80
Postage	82.17
Professional Fees	
Accountant	469.00
Legal Council/Service	50.00
Secretarial	470.00
Total Professional Fees	989.00
Rental	159.00
Road Repairs & Maintenance	
Grading & Graveling	520.00
Snow Plowing	1,710.00
Total Road Repairs & Maintenance	2,230.00
Taxes	
Income Tax	50.00
Total Taxes	50.00
Water Reservoir	2,054.50
Total Expense	5,759.93
Net Income	**21,125.02**

Roelof Varkevisser Bookkeeping Services 406-333-4614

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of April 4, 2000

	Apr 4, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	17,917.83
1st National Bank Savings	83,371.61
T-Bill Account	19,727.00
Total Checking/Savings	121,016.44
Accounts Receivable	
Accounts Receivable	73,167.72
Total Accounts Receivable	73,167.72
Total Current Assets	194,184.16
TOTAL ASSETS	**194,184.16**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	124,266.02
Net Income	58,191.63
Total Equity	194,184.16
TOTAL LIABILITIES & EQUITY	**194,184.16**

04/05/00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January 1 through April 4, 2000

	Jan 1 - Apr 4, '00	Jan 1 - Apr 4, '99	$ Change	% Change	% of Income	% of Expense
Income						
Assessment Prior to 1998 Paid	129.41	2,662.09	-2,532.68	-95.1%	0.5%	2.2%
Bond Account	-10.00	0.00	-10.00	-100.0%	-0.0%	-0.2%
Finance Charges	3.00	0.00	3.00	100.0%	0.0%	0.1%
Interest Income	552.95	730.53	-177.58	-24.3%	2.1%	9.6%
Land & Dwelling Assessment						
Dwelling Assessment 1998	0.00	1,921.87	-1,921.87	-100.0%	0.0%	0.0%
Dwelling Assessment 1999	959.00	9,711.00	-8,752.00	-90.1%	3.6%	16.6%
Dwelling Assessment 2000	7,829.37	0.00	7,829.37	100.0%	29.1%	135.9%
Golden Age Village Assessment	1,470.00	1,470.00	0.00	0.0%	5.5%	25.5%
Land Assessment 1998	135.59	2,423.04	-2,287.45	-94.4%	0.5%	2.4%
Land Assessment 1999	1,168.99	14,246.00	-13,077.01	-91.8%	4.3%	20.3%
Land Assessment 2000	14,652.37	0.00	14,652.37	100.0%	54.5%	254.4%
Total Land & Dwelling Assessment	26,215.32	29,771.91	-3,556.59	-12.0%	97.5%	455.1%
Late Fee/Finance Charge Adjust.	-5.73	0.00	-5.73	-100.0%	-0.0%	-0.1%
Upgrade Fee	0.00	4,097.99	-4,097.99	-100.0%	0.0%	0.0%
Total Income	26,884.95	37,262.52	-10,377.57	-27.9%	100.0%	466.8%
Expense						
General Repairs & Maintenance						
Equipment Repairs	28.40	28.64	-0.24	-0.8%	0.1%	0.5%
General Repairs & Maintenance - Other	0.00	35.00	-35.00	-100.0%	0.0%	0.0%
Total General Repairs & Maintenance	28.40	63.64	-35.24	-55.4%	0.1%	0.5%
License & Taxes	0.00	10.00	-10.00	-100.0%	0.0%	0.0%
Office Expense						
Copying & Mailing	86.06	112.72	-26.66	-23.7%	0.3%	1.5%
Supplies	0.00	33.75	-33.75	-100.0%	0.0%	0.0%
Total Office Expense	86.06	146.47	-60.41	-41.2%	0.3%	1.5%
Petty Cash	80.80	0.00	80.80	100.0%	0.3%	1.4%
Postage	82.17	127.44	-45.27	-35.5%	0.3%	1.4%
Professional Fees						
Accountant	70.00	0.00	70.00	100.0%	0.3%	1.2%
Bookkeeper	399.00	312.00	87.00	27.9%	1.5%	6.9%
Legal Council/Service	50.00	81.60	-31.60	-38.7%	0.2%	0.9%
Secretarial	470.00	135.00	335.00	248.2%	1.7%	8.2%
Total Professional Fees	989.00	528.60	460.40	87.1%	3.7%	17.2%
Rental	159.00	60.00	99.00	165.0%	0.6%	2.8%
Road Repairs & Maintenance						
Grading & Graveling	520.00	1,235.00	-715.00	-57.9%	1.9%	9.0%
Snow Plowing	1,710.00	4,085.20	-2,375.20	-58.1%	6.4%	29.7%
Total Road Repairs & Maintenance	2,230.00	5,320.20	-3,090.20	-58.1%	8.3%	38.7%
Taxes						
Income Tax	50.00	0.00	50.00	100.0%	0.2%	0.9%
Total Taxes	50.00	0.00	50.00	100.0%	0.2%	0.9%
Water Reservoir	2,054.50	0.00	2,054.50	100.0%	7.6%	35.7%
Total Expense	5,759.93	6,256.35	-496.42	-7.9%	21.4%	100.0%
Net Income	**21,125.02**	**31,006.17**	**-9,881.15**	**-31.9%**	**78.6%**	**366.8%**

04/05/00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Previous Year Comparison
January 1 through April 4, 2000

	Jan 1 - Apr 4, '00	Jan 1 - Apr 4, '99	$ Change	% Change	% of Income	% of Expense
Income						
Assessment Prior to 1998 Paid	129.41	2,662.09	-2,532.68	-95.1%	0.5%	2.2%
Bond Account	-10.00	0.00	-10.00	-100.0%	-0.0%	-0.2%
Finance Charges	3.00	0.00	3.00	100.0%	0.0%	0.1%
Interest Income	552.95	730.53	-177.58	-24.3%	2.1%	9.6%
Land & Dwelling Assessment	26,215.32	29,771.91	-3,556.59	-12.0%	97.5%	455.1%
Late Fee/Finance Charge Adjust.	-5.73	0.00	-5.73	-100.0%	-0.0%	-0.1%
Upgrade Fee	0.00	4,097.99	-4,097.99	-100.0%	0.0%	0.0%
Total Income	26,884.95	37,262.52	-10,377.57	-27.9%	100.0%	466.8%
Expense						
General Repairs & Maintenance	28.40	63.64	-35.24	-55.4%	0.1%	0.5%
License & Taxes	0.00	10.00	-10.00	-100.0%	0.0%	0.0%
Office Expense	86.06	146.47	-60.41	-41.2%	0.3%	1.5%
Petty Cash	80.80	0.00	80.80	100.0%	0.3%	1.4%
Postage	82.17	127.44	-45.27	-35.5%	0.3%	1.4%
Professional Fees	989.00	528.60	460.40	87.1%	3.7%	17.2%
Rental	159.00	60.00	99.00	165.0%	0.6%	2.8%
Road Repairs & Maintenance	2,230.00	5,320.20	-3,090.20	-58.1%	8.3%	38.7%
Taxes	50.00	0.00	50.00	100.0%	0.2%	0.9%
Water Reservoir	2,054.50	0.00	2,054.50	100.0%	7.6%	35.7%
Total Expense	5,759.93	6,256.35	-496.42	-7.9%	21.4%	100.0%
Net Income	**21,125.02**	**31,006.17**	**-9,881.15**	**-31.9%**	**78.6%**	**366.8%**

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FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 8, 2000

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1. Call to Order, Prayer

The meeting was called to order by Daniel Kehoe, Jr., at 7:12 p.m. at Healing Wings, Emigrant, MT.

PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), David Tonkin (Secretary), Robert Wallace, Daniel Kehoe, Sr., Christine Johnston, Andrew Field, Maria Scoble, Philip Hoag, Walter Wunsch

PROXY: Jim Phipps (Treasurer) to David Tonkin

ALSO ATTENDING: Julie Brennan, Rik Pittendorfer, Roelof and Clair Varkevisser

2. Reading and Disposition of the Minutes

MOTION: Andrew moved to accept the amended meeting minutes and Maria seconded it.

ACTION ITEM: Julie to post minutes at South Glastonbury Teaching Center and David to post them at North Glastonbury Teaching Center.

3. Order of Business

3.1 Project Facilitator Position

Discussion of Facilitator position postponed until there is a meeting with all members present.

4. Report of Officers and Committees

4.1 Treasurer's Report Jim Phipps (Treasurer)

Roelof gave the financial report. He discussed the balance sheet. The road work came in under the budget. Accounts Receivable was at $65,000. Liens have been issued.

4.2 Finance Committee No report

Dan, Sr. reported he had discussions with Barbara Hopkins of the Church's legal office.

4.3 Architecture Subcommittee Robert Wallace/Daniel Kehoe, Sr. (Co-Chair)

Robert reported on Parcel 66.

MOTION: Robert made the motion to accept the placement of a 10x40 ft. cargo contained on Parcel 66 and Philip seconded it. The vote carried unanimously.

Paul Rantallo sent in a new application to build a garage at Parcel 30E North. A condition concerning distance to the property line must be met. Robert is to write a letter to Paul to that effect.

MOTION: Motion was made by Robert to accept the Ranttalo application with the conditions that the garage meet Glastonbury setbacks conditions and the disturbed ground be re-seeded. Maria seconded it. The vote carried unanimously.

Robert stated that the David MacDonald project is complete and he has turned in all the necessary paperwork.
MOTION: Motion was made by Robert to accept the MacDonald project on Parcel North and was seconded by Andrew. The vote carried unanimously.

There was an open floor discussion with Rik Pittendorfer about his concerns over plans to develop Parcel 55 North. The discussion was centered on the legality of what was being proposed by William Smith and other parties to build houses surrounding his parcel and to build a road on the easement between Parcel 56 and 55.

Rik was advised that the road could be built, but it had to remain within the easement. The Board also mentioned that if Rik was really concerned about the proposed development, his best avenue to make sure the development follows existing guidelines is to attend the Count Planning meetings.

4.4 Road Committee Eric Newhouse (Chair)
Eric reported that roads need grading due to excessive rain damage.

Eric said magnesium chloride is the best to use. He needs to get a couple of bids and talk to the Church about easements.

The request was approved to place gravel on Mary Watson's property. Archie Mann to extend the culverts on Mary's property.

Bad corner on Taurus Road: Philip mentioned that they plan to use a roller. He will obtain an estimate for moving the road so it crosses the creek further upstream and joins Sirius Drive next to Golden Age Village.

ACTION ITEM: Dan, Jr. suggested that we look for areas to beautify and that we should consider setting up a program to clean up eye-sores and incomplete shelters.

4.5 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)
Still working on Master Plan proposal to Church.

4.5 Fire Water Reservoir Committee Walter Wunsch
There was an open floor discussion on the placement of the fire tank. Daniel to fax recommendation to Walter.
MOTION: A motion was made to Philip to fax to Walter the recommendation of placing the water tank in high South and Andrew seconded it. The vote carried unanimously.

5. Next Meeting and Adjournment

The meeting was adjourned at 9:15 p.m. Our next meeting will be June 5, 2000.

ACTION ITEMS:

1) Julie Brennan to post minutes at South Glastonbury Teaching Center and David Tonkin to post them at North Glastonbury Teaching Center.

2) Dan, Jr. suggested that we look for areas to beautify and that we should consider setting up a program to clean up eye-sores and incomplete shelters.

3) Philip to fax to Walter the recommendation of placing the water tank in high South

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Glastonbury Landowners Association Board of Directors Meeting
May 8, 2000 Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
   2.1 Minutes posting in the two teaching centers
3. Order of Business
   3.1 Project Facilitator
4. Report of Officers and Committees.
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   Discussion Item: Waiver of Fee
   Action Item: Letter re: liens and unpaid Fees
   4.2 **Finance Committee** - Jim Phipps, Chair
   4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
   Action Item: Letter to nonfilers (Wallace/Kehoe Sr. w/ Glover)
   4.4 **Road Committee** - Eric Newhouse - Chair
   Action Item: Contact Archie Mann re: completion of Church road job (E. Newhouse)
   Action Item: Mag chloride on most used stretches of road
   Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
   Action Item: Purchase and placement of reflectors on High South gate (D Tonkin)
   Action Item: Buy and place info sign on High South gate
   Action Item: Gate at Alexanders in North
   Action Item: Jim Kelly easement - check w/ H. Lund (D. Kehoe, Jr)
   Action Item: Contact weed sprayer (D. Kehoe, Jr)
   4.5 **Complaint Committee** - Christine Johnston
   4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Overtures/letter to CUT
   Action Item: Letter to the game warden re: hunting access rules in the Covenants
   4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   Action Item: Tank placement
5. **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
   7.4 Knapweed control contract rebate offer letter (P. Hoag)
8. **New Business**
   8.1 Starting a Recreation Committee
   8.2 Quarterly info letter/newsletter to landowners what's been done and what's going to be done
9. **Open Floor Comments**
10. Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of May 8, 2000

	May 8, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	10,513.07
1st National Bank Savings	59,341.96
T-Bill Account	19,434.80
Total Checking/Savings	89,289.83
Accounts Receivable	
Accounts Receivable	65,911.07
Total Accounts Receivable	65,911.07
Total Current Assets	155,200.90
TOTAL ASSETS	**155,200.90**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	124,266.02
Net Income	19,208.37
Total Equity	155,200.90
TOTAL LIABILITIES & EQUITY	**155,200.90**

05/08/00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through May 8, 2000

	Jan 1 - May 8, '00	Jan 1 - May 8, '99	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	2,989.14	5,163.09	-2,173.95	-42.1%
Bond Account	-10.00	240.00	-250.00	-104.2%
Finance Charges	121.70	26.65	95.05	356.7%
Interest Income	1,523.30	1,083.94	439.36	40.5%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	2,121.87	-2,121.87	-100.0%
Dwelling Assessment 1999	1,105.00	10,981.00	-9,876.00	-89.9%
Dwelling Assessment 2000	9,959.37	0.00	9,959.37	100.0%
Golden Age Village Assessment	1,470.00	1,470.00	0.00	0.0%
Land Assessment 1998	319.60	3,103.04	-2,783.44	-89.7%
Land Assessment 1999	1,530.99	16,089.00	-14,558.01	-90.5%
Land Assessment 2000	17,752.37	0.00	17,752.37	100.0%
Total Land & Dwelling Assessment	32,137.33	33,764.91	-1,627.58	-4.8%
Late Fee/Finance Charge Adjust.	425.63	9.35	416.28	4,452.2%
Upgrade Fee	0.00	7,299.90	-7,299.90	-100.0%
Total Income	37,187.10	47,587.84	-10,400.74	-21.9%
Expense				
General Repairs & Maintenance				
Equipment Repairs	28.40	28.64	-0.24	-0.8%
Snow Fences	40.00	0.00	40.00	100.0%
General Repairs & Maintenance - Other	0.00	35.00	-35.00	-100.0%
Total General Repairs & Maintenance	68.40	63.64	4.76	7.5%
Gifts/Appreciation	500.00	0.00	500.00	100.0%
License & Taxes	0.00	10.00	-10.00	-100.0%
Materials	0.00	60.00	-60.00	-100.0%
Office Expense				
Copying & Mailing	119.24	577.89	-458.65	-79.4%
Supplies	0.00	92.14	-92.14	-100.0%
Total Office Expense	119.24	670.03	-550.79	-82.2%
Petty Cash	80.80	0.00	80.80	100.0%
Postage	82.17	130.08	-47.91	-36.8%
Professional Fees				
Accountant	70.00	0.00	70.00	100.0%
Bookkeeper	580.00	820.56	-240.56	-29.3%
Legal Council/Service	50.00	172.65	-122.65	-71.0%
Secretarial	540.50	339.36	201.14	59.3%
Total Professional Fees	1,240.50	1,332.57	-92.07	-6.9%
Rental	179.00	100.00	79.00	79.0%
Road Repairs & Maintenance				
Grading & Graveling	24,585.33	1,235.00	23,350.33	1,890.7%
Snow Plowing	1,911.25	4,085.20	-2,173.95	-53.2%
Surface Binder	16,000.00	0.00	16,000.00	100.0%

GLA 00911

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through May 8, 2000

	Jan 1 - May 8, '00	Jan 1 - May 8, '99	$ Change	% Change
Total Road Repairs & Maintenance	42,496.58	5,320.20	37,176.38	698.8%
Taxes				
Income Tax	50.00	0.00	50.00	100.0%
Total Taxes	50.00	0.00	50.00	100.0%
Water Reservoir	3,032.00	0.00	3,032.00	100.0%
Total Expense	47,848.69	7,686.52	40,162.17	522.5%
Net Income	**-10,661.59**	**39,901.32**	**-50,562.91**	**-126.7%**

GLA 00912

05/08/00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of May 8, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Adams	0.00	26.34	123.61	5.44	5.44	6.52	120.00	0.00	120.00	407.35
Alexander	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Andersen, Svend	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Anderson, Davies	0.00	34.77	240.00	0.00	0.00	0.00	120.00	0.00	0.00	394.77
Azure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-40.00	-40.00
Barrere, Christine	0.00	34.77	120.00	0.00	0.00	0.00	120.00	0.00	0.00	274.77
Baughman	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Baylor, John	0.00	0.00	0.00	0.00	-0.80	0.00	0.00	0.00	0.00	-0.80
Beigel	0.00	202.01	404.58	67.24	67.24	80.54	360.00	0.00	1,481.96	2,663.57
Bennett, James	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Blais, Harold	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Bodeaux, Lorraine	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Boise	0.00	61.55	0.00	0.00	0.00	13.05	214.95	0.00	0.00	289.55
Boudreau	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Bowden	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Brandis, John	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Brown, Michael	0.00	32.15	120.00	0.00	21.69	25.98	48.43	0.00	0.00	248.25
Brown, Ray	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Buford, Lisa	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Burckley, Steven	0.00	107.82	145.96	39.15	39.15	46.89	120.00	0.00	863.00	1,361.97
Butler, Marian	0.00	0.00	135.00	0.00	0.00	0.00	0.00	0.00	0.00	135.00
Campbell, Deanna	0.00	300.58	197.19	116.42	116.42	139.82	120.00	0.00	2,566.00	3,556.43
Carey, Mykah	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Cleirbaut	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Collier	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Collins, Elizabeth	0.00	0.00	133.00	0.00	0.00	0.00	0.00	0.00	0.00	133.00
Colwell, Joseph	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Community Preservation	0.00	112.53	147.25	41.10	41.10	49.23	120.00	0.00	906.00	1,417.21
Community Restoration	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Corcino	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Covington, Philip	0.00	2.50	236.26	0.00	0.00	0.00	0.00	0.00	0.00	238.76
D'Argenzio	0.00	31.37	126.61	9.97	13.59	18.48	120.00	0.00	20.00	340.02
Davis	0.00	52.64	247.22	10.89	10.89	13.05	240.00	0.00	240.00	814.69
Diehl, Rosealine	0.00	0.00	270.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00
Difo	0.00	189.08	164.65	67.34	67.34	80.68	240.00	0.00	1,484.00	2,293.09
Dirkers, Jerome	0.00	0.00	270.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00
Dowbenko, Uri	0.00	69.52	240.00	0.00	0.00	0.00	240.00	0.00	0.00	549.52
Dratz, Edward	0.00	18.00	0.00	0.00	0.00	3.26	111.01	0.00	0.00	132.27
Dubiel, Gerald	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Duke	0.00	69.52	240.00	0.00	0.00	0.00	240.00	0.00	0.00	549.52
Dunn	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Eberhard, Linda	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Elsvang, Jorn	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Fanuzzi, John	0.00	63.61	250.23	15.43	15.43	18.48	240.00	0.00	340.00	943.18
Fanuzzi, Vera	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Fauck	0.00	0.00	240.00	-60.00	0.00	0.00	0.00	0.00	0.00	180.00
Fletcher	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Foleen, Chris	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Fonseca	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00

GLA 00913

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Accounts Receivable
As of May 8, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Frazier, Kenneth	0.00	52.64	247.22	10.89	10.89	13.05	240.00	0.00	240.00	814.69
Ganje, Bruce	0.00	0.00	190.00	0.00	0.00	0.00	0.00	0.00	0.00	190.00
Garcia	0.00	52.64	247.22	10.89	10.89	13.05	240.00	0.00	240.00	814.69
Gelderloos, Pouwell	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Glennon-Alfaro	0.00	0.00	450.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00
Gough	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Graafland	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Green	0.00	49.36	840.00	3.67	10.89	13.05	220.00	0.00	0.00	1,136.97
Grenier	0.00	26.34	123.61	5.44	5.44	6.52	120.00	0.00	120.00	407.35
Grover	0.00	26.34	123.61	5.44	5.44	6.52	120.00	0.00	120.00	407.35
Hale	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Hardisty	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Harris, Ned	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Harth	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Hazen, John	0.00	45.73	360.00	97.75	290.09	347.63	0.00	0.00	0.00	1,141.20
Healy, James	0.00	0.00	470.00	0.00	0.00	0.00	0.00	0.00	0.00	470.00
Hoag, Philip	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Holder	0.00	228.13	178.96	88.92	88.92	106.56	120.00	0.00	1,960.00	2,771.49
Irwin, Simeon	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Issa	0.00	50.56	246.65	10.03	10.03	12.01	240.00	0.00	221.00	790.28
Jarvi, Eva	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Jensen, Janet	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Jensen, Robert	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Johnson, Antonia	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Johnson, Edwin	0.00	34.77	120.00	0.00	0.00	0.00	120.00	0.00	0.00	274.77
Johnson, Gail	0.00	22.79	240.00	0.00	0.00	0.00	48.00	0.00	0.00	310.79
Johnson, Reed	0.00	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	480.00
Johnston, Duncan	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Kaminski	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Keathley	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Kehoe, Sr.	0.00	0.00	720.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00
Kisthart, William	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Kitajewski	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Klinger	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Kovaks, Eleanor	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Kramer	0.00	34.77	120.00	0.00	0.00	0.00	120.00	0.00	0.00	274.77
Krumpe	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Lambert, Christophe	0.00	9.00	240.00	0.00	0.00	0.00	40.00	0.00	0.00	289.00
LaShomb	0.00	52.64	247.22	10.89	10.89	13.05	240.00	0.00	240.00	814.69
Lee	0.00	0.00	190.00	0.00	0.00	0.00	0.00	0.00	0.00	190.00
Lewis, Bridget	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Leykamm	0.00	69.52	240.00	0.00	0.00	0.00	240.00	0.00	0.00	549.52
Lindstrom & Gembica	0.00	6.00	117.00	0.00	0.00	0.00	0.00	0.00	0.00	123.00
Lisota, Martin	0.00	20.47	240.00	0.00	0.00	0.00	51.00	0.00	0.00	311.47
Lundberg	0.00	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
MacDonald, David	0.00	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	480.00
Mack, Randolph A.	0.00	41.67	244.21	6.35	6.35	7.61	240.00	0.00	140.00	686.19
Maniaci, Allen	0.00	50.00	240.00	30.00	0.00	0.00	0.00	0.00	0.00	320.00
Mason, James	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00

GLA 00914

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of May 8, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Matthews, Laurel	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Mayer, Zygmond	0.00	69.52	240.00	0.00	0.00	0.00	240.00	0.00	0.00	549.52
McCann, Mike	0.00	0.00	110.00	0.00	0.00	0.00	0.00	0.00	0.00	110.00
McCarry	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Meijer, Jacob	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Moe, Juanita	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Moorcroft	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Moore	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
Mueller, Jr.	0.00	23.17	240.00	0.00	0.00	0.00	80.00	0.00	0.00	343.17
Murphy, Brian & Joan	0.00	0.00	197.00	0.00	0.00	0.00	0.00	0.00	0.00	197.00
Nelson, Stuart	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Newhouse, Eric	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
Newhouse, Sr.	0.00	0.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
Noreli, Per	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Olsen	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Palk, David	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Panizza	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Papili, Diana	0.00	0.00	70.00	0.00	0.00	0.00	0.00	0.00	0.00	70.00
Patterson, DeWayne	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Patwell	0.00	232.30	180.10	90.64	90.64	108.63	120.00	0.00	932.26	1,754.57
Pellett	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Pettersen, Ola	0.00	78.96	254.44	21.78	21.78	26.08	240.00	0.00	480.00	1,123.04
Phipps, James	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Pinardo, Pedro	0.00	173.81	720.00	0.00	0.00	0.00	600.00	0.00	0.00	1,493.81
Pisani	0.00	69.52	240.00	0.00	0.00	0.00	240.00	0.00	0.00	549.52
Quarles	0.00	52.64	247.22	10.89	10.89	13.05	240.00	0.00	240.00	814.69
Rakela, Kathleen	250.00	0.00	0.00	0.00	-250.00	0.00	0.00	0.00	0.00	0.00
Ramp, Kathleen	0.00	-43.51	240.00	0.00	0.00	0.00	0.00	0.00	0.00	196.49
Schmidt, Judith	0.00	55.90	250.35	15.61	20.15	24.13	120.00	0.00	344.00	830.14
Schmidt, William	0.00	12.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	252.00
Scoble	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Scott, Ian	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Senart	0.00	311.69	318.28	118.06	118.06	141.40	240.00	0.00	2,602.00	3,849.49
Sherwood	0.00	121.11	240.00	0.00	43.92	79.35	240.00	0.00	0.00	724.38
Siewert, Don	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Silver, Richard	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
Slavenas	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Strykert	0.00	69.52	240.00	0.00	0.00	0.00	240.00	0.00	0.00	549.52
Terhorst	0.00	34.77	120.00	0.00	0.00	0.00	120.00	0.00	0.00	274.77
Thorburn	0.00	26.34	123.61	5.44	5.44	6.52	120.00	0.00	120.00	407.35
Thorpe	0.00	9.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	249.00
Timmer, James	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Tisdale	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Tonkin, David	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Trisdale, James	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Tsuru	0.00	52.64	247.22	10.89	10.89	13.05	240.00	0.00	240.00	814.69
Twin Pillars	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Varkevisser	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Vaughan	0.00	16.96	122.11	3.18	3.18	3.80	120.00	0.00	5.00	274.23

GLA 00915

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of May 8, 2000

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Wagner	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Wallace, Ronald & Dori	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Wares	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Watson, Marian	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Weise	0.00	26.34	123.61	5.44	5.44	6.52	120.00	0.00	120.00	407.35
Westerbeek, Alle	0.00	75.50	360.00	0.00	0.00	0.00	315.00	0.00	0.00	750.50
Whitehead	0.00	0.00	270.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00
Woodriff, Janet	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Yaney	0.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
TOTAL	250.00	3,750.31	33,491.20	875.18	927.71	1,457.56	8,808.39	0.00	16,345.22	65,905.57

GLA 00916

2000-06-05_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 5, 2000

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1. **Call to Order, Prayer**

The meeting was called to order by Daniel Kehoe, Jr., at 7:15 p.m. at Golden Ratio, Emigrant, MT. Later on the meeting reconvened at High South.

PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President) present for second part of the meeting; Tonkin (Secretary), Jim Phipps (Treasurer), Robert Wallace- present for first part of meeting; Andrew Field, Philip Hoag, Dan Kehoe, Sr., Maria Scoble – present for first part of meeting; Walter Wunsch.

ABSENT: Christine Johnston

PROXY: Robert gave Dan Kehoe, Sr. his proxy for the High South portion of the meeting. Maria Scoble gave Philip Hoag her proxy for the High South Jim Phipps (Treasurer) to David Tonkin

2. **Reading and Disposition of the Minutes**

David moved to postpone reviewing the May meeting minutes until the next meeting and Walter seconded the motion. The motion was approved.

3. **Order of Business**

3.1 Project Facilitator Position

Discussion of Facilitator position tabled.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Jim Phipps, Treasurer

Jim reported that we need to upgrade our accounting procedures so that we know who the landowners are and can accurately bill assessments. Jim proposed that we change the manner in which we track landowners—individually and by parcel. He handed out a spread sheet listing each parcel and names of the current landowners and asked the board members to make any corrections that they knew of. The list was developed from information from our accountant, voting records and other sources. Jim indicated that we do not have an accurate accounting of which parcels have been subdivided and which are owned in common.

Jim said it is a problem that GLA isn't always informed when Glastonbury land is sold. We have asked title companies to inform us and they do not do so consistently. The only we can determine this is to review the county records ourselves. It was suggested that we waive three months of assessment fees when new owners report the land sale to us within ten days of the transfer.

Jim noted that we are presently charging a simple 18% interest compounded yearly on all unpaid assessments vs. the specified rate of 1 ½ % compounded monthly. He explained that our accountant is using 18% simple interest because it is easier to calculate the amount owed on late assessments. The amount of interest received is less with 18% simple interest than with the 1 ½ % compounded monthly.

MOTION: Jim Phipps moved that as a practical matter we charge 18% simple interest on past due assessments and reserve the right to return to charging 1 ½ % compounded monthly. Dan, Sr. seconded the motion. Motion passed.

Jim noted that we are charging each tenant in common $120 land assessment and a $120 house assessment for each tenant who has a home on the parcel. Marie noted this was a change made in the by-laws when GLA took over running the Glastonburies.

Jim noted that our previous CPA had failed to file a state tax return last year. Our new CPA has filed for us. In the filing, it was discovered that we had not paid our corporate licensing fee for a number of years. Jim paid the back due corporate fees.

4.2 Finance Committee: Jim Phipps, Chair
Jim presented the monthly finance report.

4.3 Architecture Subcommittee: Robert Wallace/Daniel Kehoe, Sr. (Co-Chair)

Parcel 33 North, Pouwell Gelderloos: This parcel is owned as tenants in common. All of the owners have signed the application.
MOTION: Robert moved that we approved the application for the house (it has been completed and meets our requirements) and return the $250 deposit. Philip seconded it. The motion passed.

Parcel 32 North, Kathie Garcia: Robert noted that the application is on the old building application form which contains the essential information and suggested that we accept it. This parcel is also owned as tenant in common and does not have all of the signatures of the tenants in common. The application is for a small portable home that was built by Golden Ratio. The board sent back the application to get 1) signatures from the other owners, 2) check whether set back requirements are being met, and 3) to get a site drawing.

4.4 Road Committee: Eric Newhouse, Co-Chair
No formal report was given. During the second part of the meeting it was agreed that Scorpio Road should be widened to improve safety and to give better fire fighting access to parcels 100, 101,103 and 105. It was also suggested that we complete the road items that the Church agreed to pay for a South Glastonbury by July.

4.5 Complaint Committee: Christine Johnston, Chair No report given.

4.6 Land Use Master Plan Committee: Dan Kehoe, Jr. (Chair) No report given.

4.7 Fire Water Reservoir Committee: Walter Wunsch

The meeting was reconvened at High South to review the proposed fire tank location. Reviewed five locations for the tank.

a. Location on Parcel 97 near where Golmeyer Creek crosses Hercules Road.
   *Advantages: it is next to stream, easy to refill tank, can develop a turnout for fire trucks.
   *Disadvantages: it is too close to trees, in a valley that is subject to heavy smoke, need easement from owner Parcel 97.
b. Further south on Hercules Road from first location and on opposite side of road next to Parcel 71.
   *Advantages: location is still close to stream
   *Disadvantages: too close to trees, subject to heavy smoke, need a $800 survey to determine the edge of the road easement and if there is enough room for the tank, and lack of a turn around area for the fire trucks.
c. Further south on Hercules Road next to Parcel 71 and next to rock outcrop.
   *Advantages: the site is not next to trees.
   *Disadvantages: there is a large amount of material to move to bury the bank, smoke is probably still a problem and need a $800 survey to locate the edge of the road easement.
d. Original proposed location at intersection of Hercules Road and Polaris Way next to Parcel 71.
   *Advantages: there is enough room for the tank within the road easement, the intersection gives room for fire trucks to turn around.
   *Disadvantages: it is further away from stream
e. On Polaris Way 400 to 500 feet from Hercules Road on Parcel 70.
   *Advantages: the site is open, free of smoke and trees and don't need to build a turn around area for fire trucks.
   *Disadvantages: it is too far from Gomeyer Creek. It is difficult to haul water to it.

MOTION: A motion was made to place the fire water tank approximately 20 feet north of the original location (Location "d") and one foot inside the road easement parallel with the road, buried with 3 feet of cover. The motion passed.

5. Next Meeting and Adjournment

The meeting was adjourned at 9:15 p.m.

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Glastonbury Landowners Association Board of Directors Meeting
June 5, 2000 Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the Minutes
3. Order of Business
   3.1 Project Facilitator
4. Report of Officers and Committees.
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   Discussion Item: Waiver of Fee
   Action Item: Letter re: liens and unpaid Fees
   4.2 **Finance Committee** - Jim Phipps, Chair
   4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
   Action Item: Letter to nonfilers (Wallace/Kehoe Sr. w/ Glover)
   4.4 **Road Committee** - Eric Newhouse - Chair
   Action Item: Contact Archie Mann re: completion of Church road job (E. Newhouse)
   Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
   Action Item: Purchase and placement of reflectors on High South gate (D Tonkin)
   Action Item: Buy and place info sign on High South gate
   Action Item: Gate at Alexanders in North
   Action Item: Jim Kelly easement - check w/ H. Lund (D. Kehoe, Jr)
   Action Item: Contact weed sprayer (D. Kehoe, Jr)
   4.5 **Complaint Committee** - Christine Johnston
   4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Overtures/letter to CUT
   Action Item: Letter to the game warden re: hunting access rules in the Covenants
   4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   Action Item: Tank placement
5. **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
   7.4 Knapweed control contract rebate offer letter (P. Hoag)
8. **New Business**
   8.1 Starting a Recreation Committee
   8.2 Quarterly info letter/newsletter to landowners what's been done and what's going to be done
9. **Open Floor Comments**
10. Next Meeting and Adjournment

2000-07 17_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 17, 2000

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by at 7:25 p.m. by Daniel Kehoe, Jr. at Golden Ratio, Emigrant, MT. Opening prayer was given by Walter Wunsch.
PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), Jim Phipps (Treasurer), Andrew Field, Robert Wallace
ABSENT: Maria Scoble, Jon Olsen
PROXY: Maria Scoble to Jim Phipps, Jon Olsen to Robert Wallace
ALSO ATTENDING: Julie Brennan, Rik Pittendorfer, Kathleen Rakela, Roelof Varkevisser, William Smith.

2. Reading and Disposition of the Minutes

MOTION: Andrew made a motion and Robert seconded it to accept the corrected/amended minutes of May 8 meeting.

3. Order of Business

4. Report of Officers and Committees

4.1 Treasurer's Report: Jim Phipps, Treasurer
Discussed waiver of fee w/Eric. Roelof gave the Treasurer's Report (attached) and the board reviewed it. Jim said the bills have not been sent out for two reasons: 1) he is still tracking down more landowners and 2) waiting for approval of cover letter (attached). The board made minor adjustments to letter and approved sending it. Dan, Jr. said to put a lien on Parcel 47 South for delinquent assessments since it is in danger of a real estate tax sale.

4.2 Architecture Subcommittee: Robert Wallace/Daniel Kehoe, Sr., Co-Chair
Parcel 54 and 55 North: William Smith stated it is a 2 parcel subdivision in preliminary approval stage. The parcels are owned by the Church. William discussed his proposal for the property he hopes to purchase. Each tract will have it's own drain field, but a common well and water system.

Parcel 56 N: Rik Pittendorfer spoke regarding the easements and markers for the driveway for Parcel 56 N and his concerns on subdivisions.

William reported that the tracts will have deed restrictions regarding what can be built and that these restrictions are tighter than those of Glastonbury. He discussed the map of the wells that Rik and Kathleen brought.

54 and 55 North Subdivisions: Kathleen Rakella passed out letter on these subdivisions. (see attached)

MOTION: Robert made the motion and Eric seconded it that Parcel 54N subdivision be given preliminary approval with the Church as owner. The vote carried unanimously.

MOTION: Robert made the motion and Andrew seconded it that the preliminary approval be given to Parcel 55N subdivision with the Church as owner---pending GLA approval of Parcel 55 road placement in the easement. The vote carried unanimously.

MOTION: Robert made the motion and Andrew seconded it that the proposed subdivision of 33 S by Gloria Fournier, Anna Corcino, Simon Hale, Amanda Fonseca and Margaret Alfaro be approved. The vote carried unanimously.

MOTION: Robert moved and Eric seconded it that preliminary approval for a building project on Parcel 66 S for Michael Koltonow. The motion passed.

MOTION: Robert moved and Andrew seconded the motion that the preliminary approval of building a double wide on a permanent foundation on Tract 26 E South by Jerry Young. The motion passed unanimously.

NOXIOUS WEED CONTROL:
MOTION: Jim moved and Robert seconded the motion to notify landowners that the GLA was offering a 25% rebate of the cost of spraying for knapweed, not to exceed $50, on a Glastonbury parcel or tract if the landowner's GLA annual assessment is paid to date and the landowner signs an annual contract with a licensed sprayer dated on or before September 30, 2000. To collect the rebate, landowners must submit a copy of the paid bill and signed contract.

4.3 Road Committee: Eric Newhouse, Co-Chair
Discussion of purchased vs. hire someone to do the work of sanding the roads. Eric recommended speaking with Bruce Ganje.
ACTION ITEM: Dan, Jr. to buy sign for high South gate plus chain to hold shut.
ACTION ITEM: Jim Kelley's easement anticipated to be done before hunting season.
ACTION ITEM: Dan, Jr. to contact week sprayer.

4.4 Complaint Committee: Christine Johnston, Chair No report.

4.5 Land Use Master Plan Committee: Dan Kehoe, Jr., Chair
Waiting for response to letter sent to William Smith. William is now in charge of Royal Teton Ranch's dealing with land issues.

ACTION ITEM: Dan still needs to write letter to the Game Warden regarding hunting in Glastonbury.

4.6 Fire Water Reservoir Committee: Walter Wunsch, Chair
The water tank is in and filled with water. Need to finish landscaping.

The meeting was adjourned at 10:07 p.m. Next meeting will be August 14.

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Amended: 8/14/00-FINAL

2000-07 17_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
July 10, 2000 Agenda
17

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the May and June Minutes
3. Order of Business
   3.1 Approval of Procedure for Recording Minutes
   3.2 Project Facilitator
4. Report of Officers and Committees.
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   Discussion Item: Waiver of Fee
   Action Item: Letter re: liens and unpaid Fees
   4.2 **Finance Committee** - Jim Phipps, Chair
   4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
   Action Item: Letter to nonfilers (Wallace/Kehoe Sr. w/ Glover)
   4.4 **Road Committee** - Eric Newhouse - Chair
   Action Item: Contact Archie Mann re: completion of Church road job (E. Newhouse)
   Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
   Action Item: Purchase and placement of reflectors on High South gate (D Tonkin)
   Action Item: Buy and place info sign on High South gate
   Action Item: Gate at Alexanders in North
   Action Item: Jim Kelly easement - check w/ H. Lund (D. Kehoe, Jr)
   Action Item: Contact weed sprayer (D. Kehoe, Jr)
   4.5 **Complaint Committee** - Christine Johnston
   4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Overtures/letter to CUT
   Action Item: Letter to the game warden re: hunting access rules in the Covenants
   4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   Action Item: Tank placement
   4.8 **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
5. **Recreation Committee**
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
   7.4 Knapweed control contract rebate offer letter (P. Hoag)
8. **New Business**
   8.1 Quarterly info letter/newsletter to landowners what's been done and what's going to be done
9. **Open Floor Comments**
10. Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of July 10, 2000

	Jul 10, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	38,935.38
1st National Bank Savings	34,694.75
Total Checking/Savings	73,630.13
Accounts Receivable	
Accounts Receivable	62,821.95
Total Accounts Receivable	62,821.95
Total Current Assets	136,452.08
TOTAL ASSETS	**136,452.08**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	124,266.02
Net Income	459.55
Total Equity	136,452.08
TOTAL LIABILITIES & EQUITY	**136,452.08**

07/10/00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through July 10, 2000

	Jan 1 - Jul 10, '00	Jan 1 - Jul 10, '99	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	2,989.14	6,591.15	-3,602.01	-54.7%
Bond Account	-10.00	740.00	-750.00	-101.4%
Finance Charges	124.70	10.21	114.49	1,121.4%
Interest Income	2,441.29	1,730.23	711.06	41.1%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	2,416.47	-2,416.47	-100.0%
Dwelling Assessment 1999	1,165.00	13,504.68	-12,339.68	-91.4%
Dwelling Assessment 2000	11,575.87	0.00	11,575.87	100.0%
Golden Age Village Assessment	1,470.00	1,470.00	0.00	0.0%
Land Assessment 1998	319.60	3,337.64	-3,018.04	-90.4%
Land Assessment 1999	1,590.99	21,005.66	-19,414.67	-92.4%
Land Assessment 2000	20,013.87	0.00	20,013.87	100.0%
Total Land & Dwelling Assessment	36,135.33	41,734.45	-5,599.12	-13.4%
Late Fee/Finance Charge Adjust.	439.12	-7.29	446.41	6,123.6%
Upgrade Fee	0.00	7,816.23	-7,816.23	-100.0%
Total Income	42,119.58	58,614.98	-16,495.40	-28.1%
Expense				
General Repairs & Maintenance				
Equipment Repairs	28.40	28.64	-0.24	-0.8%
Snow Fences	40.00	0.00	40.00	100.0%
Weed Control	0.00	558.00	-558.00	-100.0%
General Repairs & Maintenance - Other	0.00	110.00	-110.00	-100.0%
Total General Repairs & Maintenance	68.40	696.64	-628.24	-90.2%
Gifts/Appreciation	500.00	0.00	500.00	100.0%
Insurance/Liability	4,550.53	4,583.53	-33.00	-0.7%
License & Taxes	0.00	10.00	-10.00	-100.0%
Materials	0.00	60.00	-60.00	-100.0%
Office Expense				
Copying & Mailing	119.24	672.99	-553.75	-82.3%
Supplies	0.00	92.14	-92.14	-100.0%
Total Office Expense	119.24	765.13	-645.89	-84.4%
Petty Cash	80.80	0.00	80.80	100.0%
Postage	82.17	130.74	-48.57	-37.2%
Professional Fees				
Accountant	120.00	0.00	120.00	100.0%
Bookkeeper	580.00	902.52	-322.52	-35.7%
Legal Council/Service	50.00	184.95	-134.95	-73.0%
Secretarial	660.50	339.36	321.14	94.6%
Total Professional Fees	1,410.50	1,426.83	-16.33	-1.1%
Rental	199.00	140.00	59.00	42.1%
Road Repairs & Maintenance				
Grading & Graveling	40,547.53	5,720.00	34,827.53	608.9%

GLA 00929

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through July 10, 2000

	Jan 1 - Jul 10, '00	Jan 1 - Jul 10, '99	$ Change	% Change
Snow Plowing	1,911.25	4,085.20	-2,173.95	-53.2%
Surface Binder	15,360.00	0.00	15,360.00	100.0%
Road Repairs & Maintenance - Other	330.45	0.00	330.45	100.0%
Total Road Repairs & Maintenance	58,149.23	9,805.20	48,344.03	493.0%
Taxes				
Income Tax	189.00	0.00	189.00	100.0%
Total Taxes	189.00	0.00	189.00	100.0%
Water Reservoir	3,032.00	0.00	3,032.00	100.0%
Total Expense	68,380.87	17,616.07	50,762.80	288.1%
Net Income	-26,261.29	40,996.91	-67,258.20	-164.1%

DRAFT

Gastonbury Landowners Association, Inc.
PO Box 312
Emigrant, MT 59027

July 2000

To: Glastonbury Landowners

Attached are Glastonbury assessment statements for the second quarter of this year and a few notes from the GLA Board of Directors.

Delinquent Assessments:
The majority of the Landowners are prompt at paying their yearly assessments however their are a few that are not too prompt and several that ignore the assessment all together. It has been the policy of the Board of Directors to place a lien against the property of anyone in arrears by $1,000.00 or more. This allows the money to be collected if the property changes hands, however they presently have no way of collecting arrears of less than this amount. Although the Board does not like the idea of having to take the legal action of a lien they consider it necessary to protect yours and their interests and that liens should be filed for a lesser amount. Therefore the Board has adopted a resolution to file a lien against any property with a previous years unpaid balance of $120.00 or more by the end of the first quarter of the following year. This will be implemented this year by filing of liens for any amount of $120.00 or more of unpaid 1999 assessments not paid by the end of the third quarter (November) of this year.

Noxious Weed Control
This is the time of year that we see Noxious Weeds appearing around our property. Both the Glastonbury Covenants and Park County regulations state that property owners are responsible for controlling these pesky plants. The Landowners Association takes the responsibility for controlling the growth along the Glastonbury roads. If your property has been subdivided, you filed a plan with the County on how you were going to control these plants on your property. You may want to review your plan. For those of you who need help in the control process there are professionals who will help out. Check the Classified section of your phone book. For those that make a two year contract with any of these professionals the Association will reimburse you for---- percent of the bill. For further information please contact Philip Hoag.

such as
Mark Nardin
222-
Dan Skattum

Fire Protection
Our local firefighters would like to remind you that they can do a much better job of protecting your home if high weeds are trimmed back at least 30 feet, more if possible, from any buildings or propane tanks. Trimming weeds along your driveways and providing a turnaround area for trucks near your house would also be helpful.

Property Ownership

The number of subdivisions being created and the number of properties being sold is making it difficult for the Board to keep up with who owns what. It would be of great assistance if you would notify the Board when you subdivide regarding the new identification of the property and who owns them. Should you sell any property notifying the Board of the sale and the new owner will greatly simplify our tasks.

Sincerely:

Jim Phipps
Treasurer
Glastonbury Landowners Association

DRAFT

July 2000

MEMO

To: GLA
From: Kathleen Rakela
Re: Subdivision of parcels 54 and 55 North Glastonbury

First, I would like to say that I am not against the expansion of Glastonbury. However, I have a great concern that the expansion is done in such a way that it is not detrimental to present or future residents and that it is executed in a manor that will make Glastonbury a more beautiful and inviting place to live rather than continue in its current downward direction of unkempt trailers, abandoned cars and slum like conditions that many residents seem to ignore.

1.) Bozeman planner Andy Epple reflects, "Communities that might not be experiencing a wave of growth see no need to plan until it is too late. It seems like sometimes you almost have to have a horror story or two before you start planning." Dennis Glick, who monitors development issues for the Greater Yellowstone Coalition says " you don't have to grow that much to really muck things up here. Montana is repeating the same mistakes the other 49 states have made when we should be learning from those mistakes and not repeating them in the last best place." (Livingston Enterprise Feb 2, 1999)

Master plans for Glastonbury North and South show residential density schedules based on "topography and location" of parcels. North Glastonbury plans allow 849 subdivided parcels including Golden Age Village Mobile home lots. (~~see~~ Schedule 3.8 and map North Glastonbury) Out of these, large multi family residential condominiums, apartment buildings and duplexes are allowed on 580, which could easily make Glastonbury North a town of 10,000 people inclusive of the developments for the Village Center.

2.) Master Plans have not taken into consideration the need for water in their population density schedule. "The topographical areas and density schedule flow from the topography and location of the individual parcels. A parcel's capacity for development is also determined by access, road snow removal, fire protection, visual impact and surrounding land use." There is no mention of the fact that some of the parcels may be "dry parcels" (section 5.12 c. Restated Declaration of "Covenants) and that the "dry parcel" may "obtain ground water from the most appropriate neighboring parcel." Last summer at least one Glastonbury well that I know of, Duncan Johnson's, went dry; their neighbors, the Roxendal's, a family with seven children, had to share their well and were getting less then one gallon per minute.

Allowing a subdivision without requiring the proper knowledge of whether or not there is enough water to sustain it would be a mistake. Subdividers should prove water availability before approval.

The other consideration is whether or not there is enough water for fire prevention. Table 2 G, 3-5. (Park County Subdivision Regulations) states "a water supply of sufficient volume and water distribution system to fight fires on site shall be provided..Special standards (needed) for subdivisions proposed in areas of high fire hazard. "

These lots can be a high fire hazard in the summer months as grass fires can spread rapidly. As an example: When we were drilling a well last summer, the driller's diesel that pumps bentonite during drilling had a defective spark arrester and sparked a fire that spread twenty feet in all directions in a matter of seconds. We were however, fortunate to have his water supply right there to put it out, but it showed us how fast a fire can spread in this area during the summer months.

3.) We required a drain field of 300 feet for our septic system. Since the lots 54 and 55 are adjacent to us, chances are they would have the same rocky, sandy soil and require a similar drain field. The draft supplement of the Church Universal and Triumphant Environmental Impact Statement, 1992 showed 42 lots in Glastonbury North with Septic violations and 37 violations in Glastonbury South.

4.) The original Information Report on the Community of Glastonbury states "No environmental impact study has been prepared. No determination has been made as to the possible adverse effects the subdivision (the original 20 acres per parcel subdivision) may have upon the environment and surrounding area, if any."

Because the original environmental effects were to be minimal due to the large parcel sizes, an Environmental Impact Statement was never required when the state did it's other assessments of the Church. However, as more parcels are subdivided it may be in the best interest of present and future residents of Glastonbury for the GLA to voluntarily look into an environmental assessment.

5.) The development of Glastonburys North and South should be a major concern for all of its residents. We should seek to minimize any negative impacts. Haste to get something done, resulting in consequential environmental problems that could have been avoided with a more careful approach should be avoided.

I strongly feet that there is an attitude involved with this subdivision of "the end justifies the means." The following are quotes from William Smith and Daniel Kehoe, Sr. (Glastonbury Land Owners Association Board Member and Master Plan Committee member) given June 15 which are erroneous:

a. Smith said the land north of 55 and 56 is "state land and has limited development potential" even though he knew that to not be the case and knew it was privately owned.

b. Daniel Kehoe, SR. stated, "Glastonbury Land Owners Association are very much looking forward to people breaking up their parcels into minor subdivisions and not major subdivision... so the idea of ten or twenty thousand people being in Glastonbury someday is a bit absurd and there is nothing in any existing covenants that allows for that dense use of property."

William Smith corroborated, "The Glastonbury Land Owners Association has worked for sometime on a land use master plan that is in progress. It is not finalized yet but is certainly moving into fruition and it does anticipate the development of parcels into four or five lots so that the average density will be somewhere in the 4 acres per household range and it is not anticipated that it is going to get more dense than that."

1. **The fact is there are covenants that allow the density of population outlined in my June 15 memo to the planning board. The Restated Declaration of Covenants 2.06 states, "the Master Plan shall have the force and effect of the covenants in the regulation of land uses, development and growth in the Community, and shall be enforceable by the Association to the same extent as if set forth fully herein."**

2. **The Master Plan for Glastonbury North Schedule of Residential Topographical Areas and Density 3.8 (please see enclosure) allows for twenty nine parcels to be developed into 1.0 acre per residence subdivisions, including lots 54 and 55 (for a total of five hundred and eighty 1 acre lots), seven parcels to be subdivided into 3.3 acres per residence (a total of forty-nine 3.3 acre lots), nine parcels to be subdivided into four acre lots (a total of forty-five 4 acre lots) and fourteen parcels to be subdivided into 5 acre lots (a total of fifty-six 5.0 acre lots).**

   These figures do not include the 126 mobile home lots in Golden Age Village nor does it include the 200 acres reserved for the development of the Village Center (Glastonbury North Master Plan 2.6) which allows for eight businesses per acre, one Institutional unit per 2 acres, and eight Multiple Family units per acre. Also, this does not include the plans for subdivisions and development in the 2,613 acres of Glastonbury South.

William Smith and Daniel Kehoe, Sr., Board Member of The Glastonbury Landowners Association and Master Plan Committee Member are not unaware of these facts and purposely lied to the planning board in denying them. Smith also gave false testimony regarding fire prevention.

c. Smith admitted that the 5,000 gallon cistern proposed for the subdivision "wouldn't be enough to fight a fire." He hopes to rely on the water in Golden Age Village, however, he gave inaccurate facts regarding its distance. Smith said,"Golden Age Village (where a hydrant is available for trucks to refill) is less than a mile, a mile at most. " **However, Golden Age Village is not less than one mile away. The fact is that Golden Age Village and the hydrant is nearly two miles away. I recently clocked it on my odometer. Lots 54 and 55 are some of the furthest parcels away from the Golden Age Village.**

6. Smith gave only the rosiest picture of well water capacity in Glastonbury North saying "Most water in this area is 250 deep." He then went on to give descriptions of one common water well of 30 gal/min., four wells in the twenty+ gal/min and three in the 12-15 gal/min. range. However he didn't offer any information on the many low yielding wells or the many wells that have been drilled to no avail.

   Bridger Drilling recently drilled a 480' well that yields only 2 gallons on parcel 33. A neighbor, Paul Rantallo's well is 520' and yields only 3 1/2 gal/min. My well goes down 400' for about 5 gal/min. The MDHES SDEIS 3-41 from 1992 also contradicts Smith's rosy picture "The wells within Glastonbury North Subdivision and some adjacent wells that could be affected by development are shown in Figure 3-5. The wells are up to 800 feet deep and often have low yields." (~~See map~~)

   a. The Restated Declaration of Covenants for the Community of Glastonbury declares "Each Landowner that successfully drills a well is required to provide the Association with a report that states the location, depth, flow, quality and cost of the well. A similar report is required for drilling operations that fail to produce a well. This information will be kept in a well log by the Association for inspection by prospective purchasers and other Landowners."

      I petitioned Daniel Kehoe, JR., president of the Glastonbury Landowners Association to view this log and get information about wells that were on parcels next to lots 54 and 55 but was told William Smith had it. Later I was told the GLA does not have the well reports or a well log.

   b. The 1992 DHES SDEIS for CUT 4-34 states:

      Cumulative effects...need to be considered because other development has taken place and will probably take place...the Church mentions plans for eventually adding a community center, a general store, and related facilities. Additional development has the potential to increase soil loss due to road building and house and fallout shelter construction. It could also increase bacterial and nutrient loads to the ground water and, eventually, surface water systems. Further development in this area will result in lower ground water levels and may cause some already marginal wells to go dry. Some gradual increase in sedimentation could be expected as more home-sites are developed in the North Glastonbury Subdivision. The gradual increase of ground water withdrawal in this area will eventually cause some of the wells in the area to experience a reduction in production.

      Ground water development in the area of Glastonbury North by private individuals will have a cumulative effect on ground water availability. Many of the existing bedrock wells produce marginal amounts of water

and continued withdrawal may have observable reductions in production in wells already completed in this aquifer. These effects may also be applicable to other areas where bedrock aquifers are utilized as development progresses.

To summarize, I hope that every effort is made by the GLA to ensure that Glastonbury development will go in a positive direction and that attempts be made to beautify our community in every way possible. I hope ~~that's to~~ also ~~mean~~ that developers supply adequate water for landscaping and personal use.

7-10-00

This is to give my PROXY
FOR ALL MATTERS
to Robert Wallace for the
7-17-00 Meeting of The Glastonbury
Landowners Association.

David J Kehoe, Sr.

2000-08-14_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 14, 2000

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order at 7:15 p.m. at Golden Ratio, Emigrant, MT. Opening prayer was given by Daniel Kehoe, Jr.

PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Daniel Kehoe, Sr., Christine Johnston, Andrew Field, Robert Wallace, Walter Wunsch.

ABSENT: Maria Scoble, Jon Olsen, Philip Hoag

PROXY: Maria Scoble to Jim Phipps, Jon Olsen to Robert Wallace

ALSO ATTENDING: Julie Brennan

2. Reading and Disposition of the Minutes

MOTION: David made the motion and Christine seconded it to accept the amended minutes. The votes carried unanimously.

3. Order of Business

3.1 Approval of Procedure for Recording Minutes

Reviewed and discussed procedures for writing minutes.

MOTION: Dan, Sr. made the motion and David seconded it to accept the amended procedure. The vote carried unanimously.

3.2 Project Facilitator: Tabled

4. Report of Officers and Committees

4.1 Treasurer's Report: Jim Phipps, Treasurer

Jim sent out all but approximately 16 statements. He discussed the statements and why they were late. Jim will speak to Barbara Hopkins about several matters.

4.2 Architecture Subcommittee: Robert Wallace/Daniel Kehoe, Sr., Co-Chair

1. The Church property where the Comptons lived is being subdivided.
2. The Hazen property has completed subdivision.

4.3 Road Committee: Eric Newhouse, Co-Chair

ACTION ITEM: Eric to contact Archie Mann re: completion of the road items that the Church agreed to pay for.

ACTION ITEM: David to purchase "15 MPH" and "Dangerous Curve" signs and have Archie put them up.

ACTION ITEM: Dan, Jr. to place sign and lock and chain.

ACTION ITEM: Dan, Jr. to contact weed sprayer for spraying the edge of the roads for knapweed in North and South Glastonbury.

The board approved hiring Jim Trisdale. He will mow the easements at $30/hour. Jim Trisdale has a tractor attachment. Due to the extreme fire conditions, the board requires that

Jim has a fire extinguisher with him while he mows. Eric Newhouse presented the attached work order to be used when contracting work out.

MOTION: David moved and Daniel, Sr. seconded that once a board member works in excess of an average of five hours on GLA business that board member can be paid $15 to $20 per hour. The board member must fill out a work order and get an approval from at least three other board members. Payee will be an independent contractor. The motion carried with one abstention.

4.4 Complaint Committee: Christine Johnston, Chair No report.

4.5 Land Use Master Plan Committee: Dan Kehoe, Jr., Chair
William Smith will make a presentation to the Church board.

4.6 Fire Water Reservoir Committee: Walter Wunsch, Chair
Landscaping around stet.
ACTION ITEM: Reflectors need to be place on the guard posts.

4.7 Nominating Committee:
The board formed a nominating committee for the November elections.
Christine Johnston and Philip Hoag will co-chair.

Next Meeting and Adjournment

The meeting was adjourned at 9 p.m. Next meeting will be September 11, 2000 at 7 p.m.

2000-08-14_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
August 14, 2000 Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the May and June Minutes
3. Order of Business
   3.1 Approval of Procedure for Recording Minutes
   3.2 Project Facilitator
4. Report of Officers and Committees.
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   4.2 **Finance Committee** - Jim Phipps, Chair
   4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
   Action Item: Letter to nonfilers (Wallace/Kehoe Sr. w/ Glover)
   4.4 **Road Committee** - Eric Newhouse - Chair
   Action Item: Contact Archie Mann re: completion of Church road job (E. Newhouse)
   Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
   Action Item: Buy and place info sign on High South gate (D Kehoe, Jr)
   Action Item: Gate at Alexanders in North
   Action Item: Jim Kelly easement - check w/ H. Lund (D. Kehoe, Jr)
   Action Item: Contact weed sprayer (D. Kehoe, Jr)
   4.5 **Complaint Committee** - Christine Johnston
   4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Letter to the game warden re: hunting access rules in the Covenants
   4.7 **Fire Water Reservoir Committee** - Walter Wunsch, Chair
   Action Item: Landscaping around tank
   4.8 **Nominating Committee** - establish committee for upcoming elections
   4.9 **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
5. **Recreation Committee**
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
8. **New Business**
   8.1 Quarterly info letter/newsletter to landowners what's been done and what's going to be done
9. **Open Floor Comments**
10. Next Meeting and Adjournment

Agenda Item 3.1 Approved 8/14/00

Procedure For Minutes

Per an approved motion of the 11/11/99 meeting of the GLA Board of Directors, "**The Minutes routinely include those matters that are motion items and action follow-up items.**" The Minutes are not a transcript of the Board meetings, but a recording of the decisions and actions of the Board.

1. **Call To Order**. Following the recording of the call to order, list under separate lines and headings: "Present", "Absent", and "Proxy" for the Board members and "Also Attending" for any non-Board members in attendance.

2. Motions. On their own lines, record On recording motions, for the ease of reading, a consistency in recording the motion is appreciated. A concise way to begin the motions is "_(Name)__ moved and __(Name) seconded the motion ..." This allows everyone to quickly read who moved and seconded and then read the motion and the vote.

On motions from the Architectural Subcommittee/Project Review Committee, the format follows the above with the motion containing all the following pertinent information, preferably in this order: "...motion to approve the (building, preliminary or final subdivision) project application for a (house, shed, subdivision, etc.) on Parcel (or Tract) number North (or South) by (landowner's name).

All motions must have a vote reported.

The chairman of the meeting (usually the president) cannot move or second a motion and only votes in case of a tie vote. The chairman can informally get a consensus on minor issues to determine a course of action without a motion being made.

3. **Attachments to Minutes**. Where written letters, proposals or reports are presented for discussion or report, these documents (or copies) are attached to the Minutes and reported as attached in the Minutes. Whenever the Treasurer submits the Profit and Loss Report and the Balance Sheet it is attached.

4. **Action and follow-up Items**. For committees that have Action Items and Follow-up Items on the agenda, such as the Road Committee, they are reported in the Minutes on their own line with a "Follow-up" intro. This makes it easier in reviewing Minutes to checklist various items.

4. Generally using New Times Roman or a serif ("little feet") font for the Minutes makes them easier to read as each letter leads the eye to the next letter. Ariel or sans serif fonts can be used in headlines because they arrest the eyes attention and do not flow.

Sample Minutes with notes with general guidelines:

Glastonbury Landowners Association - 14 point
Board of Directors Meeting Minutes - 11 point
June 21, 1999

Body - 12 point
Margins - 1 inch
Space between sections - 4 point

1. Call to Order, Prayer: The meeting was called to order by _____. at _____ PM at _____, Emigrant, MT. Opening prayer was offered by _____.

Note: If a Board member is an officer list their title in parenthesis after their name.
PRESENT: Daniel Kehoe, Jr. (president), Andrew Field (vice-president), Maria Scoble (treasurer), Jim Phipps (secretary), David Newhouse, Walter Wunsch, Philip Hoag, and Patrick Wolberd.
ABSENT: Horus Brailsford, Linda Kremer, Eric Newhouse, and Dan Kehoe, Sr.
PROXY REC'D: Linda Kremer to Maria Scoble.
ALSO ATTENDING: Roeloff Varkivisser, Joan Murphy

2. Reading and Disposition of the Minutes: The Minutes of the _____ meeting were unanimously approved (or "approved as corrected" or "as amended" as the case may be).

3. Order of Business:

3.1 Executive Assistant applications: Jim Phipps and Patrick Wolberd replaced Daniel on the executive assistant interviewing team.
AC. Action item: The time for the interviewing was set for the following Monday evening.

4.1 Treasurer Report: Roeloff Varkivisser presented the attached Balance Sheet and the Income and Expenditure Report.

4.2 Finance Committee: No report.

4.3 Architecture Subcommittee: Andrew Field, chair. Andrew reported on the application for preliminary approval for the construction of a log home/dance studio on Parcel 56 North (Pittendorfer/Rakela parcel owner).
MOTION: Andrew moved and Philip seconded the motion that a preliminary approval for a building project application on Parcel 56 North be given to Rik Pittendorfer and Kathleen Rakela.

4.4 Road Committee: David Newhouse, chair.
FOLLOW-UP: STOP signs by GAV: David Newhouse reported that the STOP signs are in place on Sirius by Helios.
FOLLOW-UP: Gate by Pitt property: David placed the GLA gate from Parcel 56 S by the posts in high South, but has to get the hardware to attach it to the post..
MOTION: _____ made the motion, seconded by _____, to ... .The motion passed _____ (unanimously, 4 to 1, 1 abstaining).

4.5 Noxious Weed Committee: No report.

4.6 Complaint Committee: No report.

4.7 Master Plan Committee: Daniel Kehoe, Jr. chair. No report.

The meeting ended at _____ PM with no further business.

The next meeting will be _____ at __ PM.

2000-09-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 11, 2000

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order at 7:20 p.m. at Golden Ratio, Emigrant, MT.
PRESENT: Eric Newhouse (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Daniel Kehoe, Sr., Christine Johnston, Robert Wallace, Walter Wunsch.
ABSENT: Daniel Kehoe, Jr. (President), Philip Hoag, Andrew Field, Maria Scoble, Jon Olsen
PROXY: Daniel Kehoe, Jr. to Daniel Kehoe, Sr.
ALSO ATTENDING: Julie Brennan

2. **Reading and Disposition of the Minutes**

MOTION: Dan, Sr. motioned and David seconded that we accept the amended minutes. The vote carried unanimously.

3. **Order of Business**

Discussion about how to store the minutes.
MOTION: Eric made the motion and Dan, Sr. seconded it that we compile the minutes, put them on a floppy disk and store disk in a bank in a safety deposit box. The vote carried unanimously.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Jim Phipps, Treasurer
Jim reported that Barbara Hopkins agreed to pay GLA the remaining portion of the back dues collected on the Patwell property (Parcel 25 South) that was sold and converted to fee simple. Barbara also reported that Parcel 94 South was in the process of being sold and converted to fee simple. Jim noted that the Hazen property subdivision has not been reviewed by GLA.

4.2 Architecture Subcommittee: Robert Wallace/Daniel Kehoe, Sr., Co-Chair
Parcel 71 South/Walter Wunsch: Robert reported on the application for preliminary approval of the construction of a cottage industry building.
MOTION: Robert made the motion and Dan, Sr. seconded that preliminary approval be given to Walter Wunsch's project with the following provisions:

1. The building will have a residential look.
2. The road easement along Hercules Road and Polaris Way cannot be used for parking for employees.
3. The drain field must be set back from the property lien and road easement in accordance with Glastonbury standards, etc.
4. Any changes to the plans must be in accordance with the Glastonbury standards.

The motion passed.

Parcel 30-D N: Robert presented the application to construct a green house on his parcel.
MOTION: Dan, Sr. made the motion and Christine seconded it that we approve the application for the green house.

Parcel 95 South: Eric presented xx's application for installing a doublewide mobile home. The Architecture Committee noted that the drain field and well locations need to be located in accordance with Glastonbury standards and that the grade of the road to the building location appeared to be too steep.
MOTION: Dan, Sr. made the motion and David seconded it that a phone call approval be given after receiving written material that the slope and alignment of the road meets Glastonbury standards. The vote carried unanimously.

4.3 Road Committee: Eric Newhouse, Co-Chair
Report on Action Items:

1. Eric will meet with William Smith to get him to sign off on the completion of the road work the Church agreed to pay for and release the funds held by the Church.
2. David will purchase "15 MPH" and "Dangerous Curve" signs.
3. Dan, Jr. has ordered the information sign to be placed on the high South gate.
4. The board discussed the placement of a gate on Gemini Road at the start of Alexander's property (Parcel 65) and installing a "No Hunting" sign. The board agreed to not allow the installation of a gate, but agreed to the placing of a "No Hunting' sign.

MOTION: David made the motion and Dan, Sr. seconded it to keep all Glastonbury roads open for emergency vehicles and Glastonbury residents. The motion passed unanimously.

5. Jim Kelley easement was tabled.

4.4 Complaint Committee: Christine Johnston, Chair No report.

4.5 Land Use Master Plan Committee: Dan Kehoe, Jr., Chair No report.

4.6 Fire Water Reservoir Committee: Walter Wunsch, Chair No report.

4.7 Recreation Committee No report.

Next Meeting and Adjournment
The meeting was adjourned at 9:40 p.m. Next meeting will be October 9, 2000 at 7 p.m.

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Glastonbury Landowners Association Board of Directors Meeting
September 11, 2000 Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the May and June Minutes
3. Order of Business
4. Report of Officers and Committees.
   - 4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   - 4.2 **Finance Committee** - Jim Phipps, Chair
   - 4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
     Parcel 71S W. Wunsch building
     Action Item: Letter to nonfilers (Wallace/Kehoe Sr. w/ Glover)
   - 4.4 **Road Committee** - Eric Newhouse - Chair
     Action Item: Contact Archie Mann re: completion of Church road job (E. Newhouse)
     Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
     Action Item: Buy and place info sign on High South gate (D Kehoe, Jr)
     Action Item: Gate at Alexanders in North
     Action Item: Jim Kelly easement - check w/ Jim T
arpey (D. Kehoe, Jr)
   - 4.5 **Complaint Committee** - Christine Johnston
   - 4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
     Action Item: Letter to the game warden re: hunting access rules in the Covenants
   - 4.7 **Nominating Committee** - Christine Johnston & Philip Hoag CoChair
   - 4.8 **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
5. **Recreation Committee**
6. **Unfinished Business**
7. **Tabled Business**
   - 7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   - 7.2 Tree removal guideline (P. Hoag)
   - 7.3 Accounting Procedures (J. Phipps)
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting and Adjournment

9 September 00

Daniel Kehoe Jr. gives his proxy for the GLA Board meeting to Daniel Kehoe Sr.

Daniel Kehoe Jr.

2000-10-09_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 9, 2000

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer: The meeting was called to order by Daniel Kehoe, Jr. at 7:20 p.m. at Golden Ratio Woodworks, Emigrant, MT. Opening prayer was offered by Christine Johnston.
PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse, (Vice President), Jim Phipps (Treasurer), Philip Hoag, Christine Johnston, Andrew Field, Dan Kehoe, Sr. and Walter Wunsch
ABSENT: Maria Scoble, Jon Olsen, Robert Wallace, and David Tonkin (Secretary).
PROXY REC'D: Maria Scoble to Jim Phipps.
ALSO ATTENDING: Rudy Parker

2. Reading and Disposition of the Minutes: Upon motion by Dan and seconded by Eric, the Minutes of the September 11th meeting were unanimously approved as corrected.

3. Order of Business:

3.1 Executive Assistant applications: Julie Brennan resigned as executive assistant. The matter of hiring an assistant was tabled until the next meeting when David Tonkin could attend.

4.0 Reports of Officers and Committees

4.7 Nominating Committee: Christine Johnston & Philip Hoag, Co-Chair. Christine reported that there were only two people running for the Board in South Glastonbury and three running for the Board in North. A Board member made some phone calls to people who ran in last years election to get more candidates to run.

4.1 Treasurer Report: Jim reported on the members taking advantage of the Boards offer to help with the weed spraying. He also reported on the new system he had set up to track petty cash. Attached to these Minutes is the list Jim compiled of recent payments and deposits. He will make this list a part of the regular Treasurer's Report. Jim also requested any Board members knowing of land sales to notify him. The Board discussed ways to keep abreast of land sales.

The Board then discussed the wording of the Covenants in regard to the timing of issuance of assessments. Due to the wording the consensus of the Board is that subdivisions will be invoiced as such on the following January. this both encourages subdivisions and allows the Secretary and Treasurer more time to keep the membership rolls up to date without stalling issuance of follow-up statements during the year. The membership rolls need to be up to date by the November GLA Board elections. The Board agreed by consensus to keep all the records in Microsoft Word format, backed up onto 3.5" floppies or CD ROM if possible..

ACTION ITEM: Eric will talk to the title companies in Livingston re: Covenants and notification of land transactions.

MOTION: Phillip moved and Dan seconded the motion to appoint Andrew chair of the committee to price out and build a Glastonbury website. The website will be used to advertise Glastonbury and to post the Minutes of the meetings. The motion passed unanimously. Rudy Parker was added to the committee.

Rudy Parker gave the attached financial report.

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4.2 Finance Committee: No report.

4.3 Architecture Subcommittee: Robert Wallace and Dan Kehoe, Sr., Chair. Dan reported on the application for preliminary approval for the construction of a manufactured home on Tract 18B by Neil and Linda Kremer.
MOTION: Dan moved and Walter seconded the motion to approve the project subject to the further approval of the concrete foundation. The motion passed unanimously.

4.5 Complaint Committee: Christine Johnston, Chair.
Eric reported on the expected complaint from Kathie Garcia and Edward Anderson regarding eyesores and nuisances on their parcel due to actions of Kathleen Ullrich.

MOTION: Andrew moved and Dan seconded the motion that Daniel begin the Complaint Procedure of phone calling and writing the notification letter upon receipt of the complaint. The motion passed unanimously.

The Board then discussed the issue of unreclaimed shelter exteriors. Phillip suggested that a survey be made to list the shelters and their needs. The Board agreed.

ACTION ITEM: Survey shelters and list specific needs. (Philip Hoag?)

4.4 Road Committee: Eric Newhouse, Chair.
FOLLOW-UP ITEM: Eric went over the Church road job with William Smith and sent a letter requesting final payment to the Church.
FOLLOW-UP ITEM: Daniel reported that he put up the signs on the gate at High South and fixed the chain so that the gate could be shut, but not locked.
ACTION ITEM: Eric will contact Richard Johnson to put up the snow fences and a lockable chain or cable gate on the Dowbek property road that leads to the Story property.
ACTION ITEM: Eric will follow up with Archie Mann regarding cleaning up the gravel/weed piles along Hercules Drive in High South.

4.6 Master Plan Committee: Daniel Kehoe, Jr., Chair. Daniel reported that he gave an overview of the Master Plan with Charlotte Mizzi, the new head of Community Services at the Church.

4.8 Recreation Committee: Robert Wallace & Eric Newhouse, C-Chair. No report.

4.9 Ombudsmen Report. No reports.

5.0 Unfinished Business.

6.0 New Business.

The meeting ended with no further business. The next meeting was set for November 6, 2000.

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Approved: 11 06 00-FINAL

2000-10-09_BDGNAUX.pdf

Glastonbury Landowners Association Board of Directors Meeting
October 9, 2000 Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the September Minutes
3. Order of Business
   3.1 New administrative assistant hiring process
4. Report of Officers and Committees.
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   Timing of assessment billings
   Computer w/ software of database & Minutes
   4.2 **Finance Committee** - Jim Phipps, Chair
   4.3 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
   Parcel 56S Kremer's building
   Action Item: Letter to nonfilers (Wallace/Kehoe Sr. w/ Glover)
   4.4 **Road Committee** - Eric Newhouse - Chair
   Action Item: Contact W. Smith re: completion of Church road job (E. Newhouse)
   Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
   Action Item: Buy and place info sign on High South gate (D Kehoe, Jr)
   Action Item: Gate at Alexanders in North
   Action Item: Jim Kelly easement - check w/ Jim Tarpey (D. Kehoe, Jr)
   4.5 **Complaint Committee** - Christine Johnston
   E. Anderson complaint re: K Uhlrich
   Action to galvanize shelter reclamation process
   4.6 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Letter to the game warden re: hunting access rules in the Covenants
   4.7 **Nominating Committee** - Christine Johnston & Philip Hoag CoChair
   4.8 **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
5. **Recreation Committee**
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
8. **New Business**
9. **Open Floor Comments**
10. Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of October 9, 2000

	Oct 9, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	26,143.60
1st National Bank Savings	35,095.29
Total Checking/Savings	61,238.89
Accounts Receivable	
Accounts Receivable	57,517.51
Total Accounts Receivable	57,517.51
Total Current Assets	118,756.40
TOTAL ASSETS	**118,756.40**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	124,266.02
Net Income	-17,236.13
Total Equity	118,756.40
TOTAL LIABILITIES & EQUITY	**118,756.40**

GLA 00957

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through October 9, 2000

	Jan 1 - Oct 9, '00	Jan 1 - Oct 9, '99	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	3,002.08	6,926.72	-3,924.64	-56.7%
Bond Account	240.00	740.00	-500.00	-67.6%
Finance Charges	145.70	-10.57	156.27	1,478.4%
Interest Income	2,841.83	2,952.19	-110.36	-3.7%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	3,406.47	-3,406.47	-100.0%
Dwelling Assessment 1999	1,289.00	16,677.13	-15,388.13	-92.3%
Dwelling Assessment 2000	16,133.50	0.00	16,133.50	100.0%
Golden Age Village Assessment	1,470.00	1,470.00	0.00	0.0%
Land Assessment 1998	331.66	4,075.25	-3,743.59	-91.9%
Land Assessment 1999	2,154.99	26,339.69	-24,184.70	-91.8%
Land Assessment 2000	25,495.73	0.00	25,495.73	100.0%
Total Land & Dwelling Assessment	46,874.88	51,968.54	-5,093.66	-9.8%
Late Fee/Finance Charge	491.13	-695.58	1,186.71	170.6%
Misc Income	0.00	15.11	-15.11	-100.0%
Story Road Project	0.00	15,000.00	-15,000.00	-100.0%
Upgrade Fee	0.00	7,816.23	-7,816.23	-100.0%
Total Income	53,595.62	84,712.64	-31,117.02	-36.7%
Expense				
Banking Fees				
NSF	0.00	18.00	-18.00	-100.0%
Total Banking Fees	0.00	18.00	-18.00	-100.0%
General Repairs & Maintenance				
Equipment Repairs	28.40	28.64	-0.24	-0.8%
Snow Fences	40.00	0.00	40.00	100.0%
Weed Control	1,658.75	558.00	1,100.75	197.3%
General Repairs & Maintenance - Other	0.00	110.00	-110.00	-100.0%
Total General Repairs & Maintenance	1,727.15	696.64	1,030.51	147.9%
Gifts/Appreciation	500.00	0.00	500.00	100.0%
Insurance/Liability	4,550.53	4,583.53	-33.00	-0.7%
License & Taxes	0.00	10.00	-10.00	-100.0%
Materials	0.00	60.00	-60.00	-100.0%
Office Expense				
Copying & Mailing	127.51	998.37	-870.86	-87.2%
Supplies	0.00	92.14	-92.14	-100.0%
Total Office Expense	127.51	1,090.51	-963.00	-88.3%
Petty Cash	536.05	0.00	536.05	100.0%
Postage	84.15	136.68	-52.53	-38.4%
Professional Fees				
Accountant	120.00	152.00	-32.00	-21.1%
Bookkeeper	678.00	1,210.56	-532.56	-44.0%
Legal Council/Service	50.00	184.95	-134.95	-73.0%

GLA 00958

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through October 9, 2000

	Jan 1 - Oct 9, '00	Jan 1 - Oct 9, '99	$ Change	% Change
Secretarial	1,073.92	698.29	375.63	53.8%
Total Professional Fees	1,921.92	2,245.80	-323.88	-14.4%
Rental	199.00	220.00	-21.00	-9.6%
Road Repairs & Maintenance				
Grading & Graveling	58,320.75	6,210.00	52,110.75	839.1%
Road Signs	237.64	0.00	237.64	100.0%
Snow Plowing	1,911.25	4,085.20	-2,173.95	-53.2%
Surface Binder	15,360.00	5,037.00	10,323.00	204.9%
Road Repairs & Maintenance - Other	1,290.45	0.00	1,290.45	100.0%
Total Road Repairs & Maintenance	77,120.09	15,332.20	61,787.89	403.0%
Story Road-Project	0.00	31,500.00	-31,500.00	-100.0%
Taxes				
Income Tax	189.00	0.00	189.00	100.0%
Total Taxes	189.00	0.00	189.00	100.0%
Water Reservoir	5,440.75	600.00	4,840.75	806.8%
Total Expense	92,396.15	56,493.36	35,902.79	63.6%
Net Income	-38,800.53	28,219.28	-67,019.81	-237.5%

GLA 00959

2000-11-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 6, 2000

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1. Call to Order, Prayer

The meeting was called to order by Eric, 7:10 p.m., at Golden Ratio Woodworks.
PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Andrew Field, Philip Hoag, Dan Kehoe, Sr., Christine Johnston, Jon Olsen, Robert Wallace.
ABSENT: Maria Scoble
PROXIES: None
ALSO ATTENDING: William Brennan

2. Reading and Disposition of the Minutes

The September Meeting Minutes were read. Eric Newhouse moved and Robert Wallace seconded that the minutes be approved. The motion passed unanimously.

3. Order of Business

3.1 New Administrative Assistant Hiring Process: Tabled

4. Report of Officers and Committees

4.1 Treasurer's Report Jim Phipps, Treasurer
Jim handed out a list of transactions for the previous month. (see attached)

Jim reported there were some confusion regarding the assessment for Parcel 43-N owned by Sylvian and Emily Ray and William Davis. When the Church turned over its records to GLA, they indicated that William Davis owned 10% and the Rays owned 90% of the parcel and that it was held as tenancy-in-common. Our records showed that the Rays owed $2,754.26 in assessments and William Davis owed $852.79. When Eric Newhouse purchased the property this year, the title was changed to fee simple and the Ray's $2,754.26 of past due assessments (including $120 land assessments for year 2000) were paid to GLA. Upon further investigation, the title company could find no record of deeded ownership of William Davis.
MOTION: Jim Phipps moved and Dan, Sr. seconded to forgive the $852.79 past due assessments for William Davis and that he be billed for the now subdivided land held in fee simple, $120 for the land and $120 for his home on it. The motion carried unanimously.

Jim reported that North Glastonbury parcels 53, 60 and 63 are the only lots owned by the Church. Parcel 53 NG is being held in reserve and is not for sale.

Park County has sent GLA tax assessments for three parcels, one in North Glastonbury, which is for the main entry road, and parcels 96-SG and 102-SG, which are common land parcels. The total tax bill for the year is $94.

Jim reported that we sent out an assessment for parcel 64-NG, which does not have any access from Glastonbury roads. Previously the board had voted to not assess this parcel until there was access. Jim will rescind the assessment.

Jim outlined a petty cash procedure that he would like GLA to implement. (see attached) In general, it involves keeping track of the monies spent in a log similar to a check book register and must be turned in at the completion of the project.

MOTION: Jim moved and Dan, Sr. seconded to adopt the petty cash procedure. The motion passed.

Eric reported that he and Dean Holm at Guardian Title discussed ways to have our treasurer be contacted whenever there is a sale of land in Glastonbury.

4.2 Architecture Subcommittee Robert Wallace/Dan Kehoe, Sr., Co-Chair
Robert reported on the application of Bruce Ganje for Parcel 26D-SG. The application was just received and is incomplete. Robert will get the missing information before bringing it to the board.

Discussed the status of Robert Riddle's application, the revised driveway to his building site and the change from installing a mobile home to constructing a home on Parcel 95-SG. He is continuing to proceed construction without formal approval of his application. The existing application is for mobile home and a built house. The driveway appears too steep.
MOTION: Andrew moved and Walter seconded to have Philip meet with Robert Riddle to review his application and driveway and discuss ways to modify it to meet Glastonbury road standards. The motion allowed for the spending of up to $200 to hire William Smith or another engineer to assist in reviewing the driveway. The motion passed with one abstention.

ACTION ITEM: David to write a letter addressing the Board's concern and Philip will deliver it to Robert Riddle.

The Board discussed the subdivision of parcels 53-SG and 25-SG being done by the Church. They should be submitting applications for these two subdivisions.
ACTION ITEM: Robert is to write a non-conformance letter to the Church with carbon copy to William Smith regarding Parcels 53-SG and 25-SG.

4.3 Road Committee Eric Newhouse, Co-Chair
MOTION: Philip moved and Eric seconded to authorize parking in the road easement at the end of Sagittarius Skyway next to Parcel 92-SG for visitors of the common use land. The motion included placing a sign indicating the limit of parking and the direction to the common land. The motion passed.

Dan, Jr. reported that the action item to confirm the change in the road easement for Parcel 92-SG/Jim Kelly was completed.

ACTION ITEMS: The two remaining action items from the October meeting were not completed.

4.4 Complaint Committee Christine Johnston, Chair
ACTION ITEMS: E. Anderson complaint and the Shelter Reclamation Survey from the October meeting. No reports given..

4.5 Land Use Master Plan Committee Dan Kehoe, Jr., Chair
Dan presented William Smith, Operations Manager for the Church, who gave the GLA board a report on the Church's view of the 3/15/99 draft Master Plan. William reviewed the Master Plan with Edward Francis, Murry Steinman, Hertha Lund, Marion Watson, Donald Knittle and Jon Springer and these individuals looked favorably on the Master Plan, but had some concerns. William went over some of the concerns with the board. In general the Church felt comfortable with the residential portion of the Master Plans, North and South, but had some concerns with some of the wording. The Church thought the village area for North Glastonbury was close to agreement, but that the wording was too complex and rigid. The Church did not accept what was laid out for the village area in South Glastonbury.

The board and William Smith discussed various ways to proceed. They agreed that the best route to take to resolve these issues was to request a meeting in writing with the Church board and present the history of the transfer of Glastonbury to the GLA and to get feed back that the Church board has about the Master Plans.

ACTION ITEM: Dan, Jr. reported that he followed up on his action item of sending a letter to the game warden regarding hunting access rules in the Glastonbury Covenants. (see attached).

4.6 Recreation Committee Robert Wallace/Eric Newhouse, Co-Chair
Eric reported that the Church is planning to give 30 acres to North Glastonbury Teaching Center, which includes the old gravel pit provided the gravel pit is regraded and seeded. The TC is willing to give GLA the gravel pit for recreation fields if they regrade and seed it.

4.7 Nominating Committee Christine Johnston & Philip Hoag, Co-Chair
Christine reported that they have found one candidate for each vacancy in North and South Glastonbury. She reviewed the proposed agenda for the annual meeting scheduled for November 11, 2000. Jim said he would determine the number of landowners needed to be presented to have a quorum at the annual meeting.

4.8 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG) No report.

The meeting adjourned with no further business.
The next meeting will be the GLA Annual Meeting with the landowners. It will be held in Emigrant Hall on Saturday, Nov. 11 at 10 a.m.

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Glastonbury Landowners Association Board of Directors Meeting
November 6, 2000 Agenda

1. Call to Order, Opening Prayer (waiver of notice if required)
2. Reading and Disposition of the October Minutes
3. Order of Business
   3.1 New administrative assistant hiring process
4. Report of Officers and Committees.
   4.7 **Nominating Committee** - Christine Johnston & Philip Hoag CoChair
   4.1 **Treasurer's Report** - Jim Phipps, Treasurer
   4.2 **Architecture Subcommittee** - Robert Wallace/Dan Kehoe, Sr. Co-Chair
   Action Item: Letter to nonfilers (Wallace/Kehoe Sr. w/ Glover)
   4.3 **Road Committee** - Eric Newhouse - Chair
   Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
   Action Item: Sign at Alexanders in North
   Action Item: Jim Kelly easement - check w/ Jim Tarpey (D. Kehoe, Jr)
   4.4 **Complaint Committee** - Christine Johnston - Chair
   Action Item: E. Anderson complaint re: K Ullrich (D. Kehoe, Jr.)
   Action Item: Shelter reclamation survey (Philip Hoag?)
   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Letter to the game warden re: hunting access rules in the Covenants
   4.6 **Recreation Committee** - Robert Wallace & Eric Newhouse, CoChair
   4.8 **Ombudsman Report** - Regina Wunsch (SG) and Joan Murphy (NG)
6. **Unfinished Business**
7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)
8. **New Business**
   8.1 Agenda for General Membership meeting
9. **Open Floor Comments**
10. Next Meeting and Adjournment

WILLIAM N. DAVIS
POST OFFICE BOX 186
EMIGRANT, MT 59027

October 24, 2000

Mr. Jim Phipps
Treasurer
Glastonbury Landowners Association
Post Office Box 312
Emigrant, MT 59027

RE: Your October 20, 2000 Statement Concerning Parcel 43, Glastonbury North, Enclosed

Dear Jim,

The statement is in error in that it does not reflect the payment in full of all community assessments which were due and outstanding as of March 30, 2000, the date of sale of the property. Please note that the payment of all outstanding community assessments was a condition for the sale of the property by the Church.

According to the HUD-1 Statement issued by Guardian Title, Inc., 504 East Callendar Street, Livingston , Montana and a confirming telephone conversation I had today with Dean Homes, Vice President of Guardian Title who examined the records at my request, The Glastonbury Landowners Association was paid $2,634.26 on March 31, 2000 for community assessments due as of the sale date, plus $120.00 for the balance of the year 2000 for a total of $2754.26.

The $2,634.26 due the Glastonbury Landowners Association was submitted in the escrow instructions to Guardian Title by Church Universal And Triumphant President, Kathleen Gordon.

I will be happy to render payment, on receipt of an accurate statement, for assessments that will accrue to parcel 43-3 after the sale of the property and its subdivision of September 21, 2000.

Sincerely,

William N. Davis

William N. Davis

copy: Eric Newhouse

Church Universal and Triumphant®

BUSINESS OFFICE

October 26, 2000

James Phipps
Post Office Box 417
Emigrant, Montana 59027

RE: Parcel No. 43, Glastonbury North

Dear Jim:

I'm enclosing a copy of the GLA Community Assessment Statement addressed to Sylvian Ray that was provided to us for use in collection during the fee simple upgrade of Parcel No. 43, North. It does not include any assessments owed by William Davis.

Our legal advice on this matter was for the upgrade transaction to occur only between the Church and Sylvian and Emily Ray, as they were the deeded owners of record. A title search showed a Notice of Purchaser's Interest by William Davis but not as holding a deeded interest. Therefore, we did not collect an upgrade fee nor delinquent community assessments from William Davis.

I hope this explanation is adequate for your purposes. Please let me know if we can assist further.

Very truly yours,

CHURCH UNIVERSAL AND TRIUMPHANT, INC.

Barbara Hopkins

Barbara C. Hopkins, Corporate Paralegal

/bch
Enclosure

P.O. BOX 5000, GARDINER, MONTANA 59030-5000
PHONE: 406-848-9200 • FAX: 406-848-9508

Glastonbury Landowners Association
PO Box 312
Emigrant, MT 59027

November 8, 2000

Mr. William Davis
P.O. Box 186
Emigrant, MT 59027

Subject: Review of your October 2000 statement.

Dear William,

The Board has reviewed the actions taken during the escrow procedures for your property completed in March of this year and come up with two significant items.

1- The $2,754.26 received by the Landowners Association was the exact amount due on the Rays assessment statement as of March 23, 2000 and had to be applied to their bill.

2- Although the Church informed the Association that you owned 10% and the Rays owned 90% of the parcel as a tenancy-in common there is no record of you having a documented legal interest in the property. Consequently the assessment for your home should have been billed to the Rays. Since they were also the only documented landowner the land assessment billed to you should never have occurred. Therefore the $852.79 presently billed to you is being canceled.

You will be billed at the rate of $240.00 per year, $120.00 for land and $120.00 for a home starting in January 2001.

Jim Phipps

Treasurer
Glastonbury Landowners Association

PETTY CASH PROCEDURE

Petty cash advances may be made to any Board member for completion of their tasks. Advances may also be made to a Program Manager or Administrative Assistant if such personnel are employed. Upon issuance of a petty cash check by the treasurer a Petty Cash Log will be provided to keep track of expenditures. Upon completion of the task the Log will be returned to the treasurer with the unspent money. Should additional money be required the original log shall be returned to the treasurer and a new log with any past balance shown on it plus the amount of additional money advanced. An attempt will be made to limit advances to no more than $100.00 however if there will be an immediate need for more than this sum the required amount will be issued.

PETTY CASH LOG

RESPONSIBLE COMMITTEE _____

DATE	DESCRIPTION OF TRANSACTION	AMOUNT	BALANCE

2000-11-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 11, 2000

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

Following the Annual Meeting, this meeting was called to order by Dan Kehoe, Jr. in Emigrant Hall.

PRESENT: Daniel Kehoe, Jr. (President), Eric Newhouse (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Bruce Ganje, Philip Hoag, Christine Johnston, George Makris, Jon Olsen, Robert Wallace and Walter Wunsch.

ABSENT: None

ALSO ATTENDING: None

The purpose of the meeting was to elect new officers for the board: President, Vice-President, Treasurer, and Secretary.

2. Order of Business

2.1 Election of New Officers

There was a discussion regarding nomination of the officer positions.

MOTION: Robert Wallace moved and Philip Hoag seconded the motion to elect Eric Newhouse as president, George Makris as vice-president, Jim Phipps as treasurer, and David Tonkin as secretary. The motion passed unanimously.

2.2 Election of Committee Chairs

There was a discussion concerning who would replace Eric as the committee chair for the road committee.

MOTION: Dan, Jr. moved and Jon Olson seconded to have Bruce Ganje be the road committee chair with Eric providing assistance for the first several months. The motion passed.

2.3 Unfinished Business

The board discussed Robert Riddler's construction and driveway on Parcel 95-S. Philip reported on his inspection of the driveway. He stated that he did not see an effective way to improve the driveway. Portions of it may be too steep and it enters Hercules Road at a very shallow angle.

MOTION: Philip moved and Dan, Jr. seconded to have David Tonkin and William Smith inspect the road and determine its grade and possible options; then for David to contact GLA's attorney to determine if the GLA has any exposure to its steepness and its angle of entrance to Hercules Road. The motion passed.

The meeting was adjourned with no further business.

The next meeting will be Monday, December 4, 2000 at Golden Ratio Woodworks, 7 p.m.

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Approved: 02 05 01
Amended: 02 06 01 - Final

2000-11-11_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of November 11, 2000

	Nov 11, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	31,899.24
1st National Bank Savings	35,219.49
Total Checking/Savings	67,118.73
Accounts Receivable	
Accounts Receivable	49,114.44
Total Accounts Receivable	49,114.44
Total Current Assets	116,233.17
TOTAL ASSETS	**116,233.17**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	123,735.64
Net Income	-19,228.98
Total Equity	116,233.17
TOTAL LIABILITIES & EQUITY	**116,233.17**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through November 11, 2000

	Jan 1 - Nov 11, '00	Jan 1 - Nov 11, '99	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	3,878.35	7,116.95	-3,238.60	-45.5%
Bond Account	240.00	490.00	-250.00	-51.0%
Finance Charges	280.60	15.23	265.37	1,742.4%
Interest Income	2,966.03	3,278.32	-312.29	-9.5%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	3,286.47	-3,286.47	-100.0%
Dwelling Assessment 1999	1,434.50	17,251.63	-15,817.13	-91.7%
Dwelling Assessment 2000	16,976.00	0.00	16,976.00	100.0%
Golden Age Village Assessment	4,410.00	1,470.00	2,940.00	200.0%
Land Assessment 1998	387.65	4,217.02	-3,829.37	-90.8%
Land Assessment 1999	2,530.49	27,654.19	-25,123.70	-90.9%
Land Assessment 2000	27,073.23	0.00	27,073.23	100.0%
Total Land & Dwelling Assessment	52,811.87	53,879.31	-1,067.44	-2.0%
Late Fee/Finance Charge	1,039.77	-644.12	1,683.89	261.4%
Misc Income	0.00	15.11	-15.11	-100.0%
Story Road Project	0.00	15,000.00	-15,000.00	-100.0%
Upgrade Fee	0.00	7,816.23	-7,816.23	-100.0%
Total Income	61,216.62	86,967.03	-25,750.41	-29.6%
Expense				
Banking Fees				
NSF	0.00	18.00	-18.00	-100.0%
Service Charge	0.00	5.00	-5.00	-100.0%
Total Banking Fees	0.00	23.00	-23.00	-100.0%
General Repairs & Maintenance				
Equipment Repairs	28.40	28.64	-0.24	-0.8%
Snow Fences	40.00	0.00	40.00	100.0%
Weed Control	2,716.13	1,199.24	1,516.89	126.5%
General Repairs & Maintenance - Other	0.00	332.70	-332.70	-100.0%
Total General Repairs & Maintenance	2,784.53	1,560.58	1,223.95	78.4%
Gifts/Appreciation	500.00	125.80	374.20	297.5%
Insurance/Liability	4,550.53	4,583.53	-33.00	-0.7%
License & Taxes	0.00	10.00	-10.00	-100.0%
Materials	0.00	60.00	-60.00	-100.0%
Office Expense				
Copying & Mailing	360.39	1,048.62	-688.23	-65.6%
Miscellaneous	0.00	100.00	-100.00	-100.0%
Supplies	27.10	159.46	-132.36	-83.0%
Office Expense - Other	0.00	137.80	-137.80	-100.0%
Total Office Expense	387.49	1,445.88	-1,058.39	-73.2%
Petty Cash	536.05	100.00	436.05	436.1%
Postage	181.71	324.20	-142.49	-44.0%
Professional Fees				

GLA 00975

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through November 11, 2000

	Jan 1 - Nov 11, '00	Jan 1 - Nov 11, '99	$ Change	% Change
Accountant	120.00	152.00	-32.00	-21.1%
Bookkeeper	904.24	1,210.56	-306.32	-25.3%
Legal Council/Service	50.00	184.95	-134.95	-73.0%
Secretarial	1,398.92	1,258.29	140.63	11.2%
Total Professional Fees	2,473.16	2,805.80	-332.64	-11.9%
Rental	274.00	335.00	-61.00	-18.2%
Road Repairs & Maintenance				
Grading & Graveling	58,320.75	15,320.00	43,000.75	280.7%
Road Signs	237.64	0.00	237.64	100.0%
Snow Plowing	1,911.25	4,085.20	-2,173.95	-53.2%
Surface Binder	15,360.00	5,037.00	10,323.00	204.9%
Road Repairs & Maintenance - Other	1,290.45	0.00	1,290.45	100.0%
Total Road Repairs & Maintenance	77,120.09	24,442.20	52,677.89	215.5%
Story Road-Project	0.00	31,500.00	-31,500.00	-100.0%
Taxes				
Income Tax	189.00	0.00	189.00	100.0%
Real Estate	0.00	103.67	-103.67	-100.0%
Total Taxes	189.00	103.67	85.33	82.3%
Water Reservoir	5,440.75	600.00	4,840.75	806.8%
Total Expense	94,437.31	68,019.66	26,417.65	38.8%
Net Income	-33,220.69	18,947.37	-52,168.06	-275.3%

GLA 00976

2000-12-04_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 4, 2000

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer:** The meeting was called to order by Eric, 7:05 p.m., at Golden Ratio Woodworks.
   PRESENT: Eric Newhouse (President), George Makris (Vice President), Jim Phipps (Treasurer), David Tonkin (Secretary), Bruce Ganje, Philip Hoag, Dan Kehoe Jr., Christine Johnson, Jon Olson, Ian Scott
   ABSENT: Robert Wallace
   PROXIES: None
   ALSO ATTENDING: Rudy Parker, Accountant

2. **Reading and Disposition of the Minutes:**

MOTION: Dan, Jr. moved and George seconded to table the approval of the November meeting minutes until the January meeting. The motion passed unanimously.

3. **Order of Business:**

3.1 **New Administrative Assistant Hiring Process**
MOTION: Dan, Jr. moved and Jon seconded to form a search committee consisting of Jim, David and George to find an administrative assistant to replace Julie Brennan.

3.2 **Election of Committee Chairs** The board agreed to keep the previous chairs for the committees with the addition of Ian Scott being on the Recreation Committee. The committee chairs are then:

- Architectural Sub-Committee - Robert Wallace, Chair and Bruce Ganje, Co-Chair
- Road Committee – Bruce Ganje, Chair and Eric Newhouse, Co-Chair
- Compliant Committee – Christine Johnston, Chair
- Land Use Master Plan Committee – Dan Kehoe, Jr., Chair
- Recreational Committee – Eric Newhouse, Chair; Robert Wallace and Ian Scott, Co-Chair

3.3 **Phone List** The phone list was updated.

4. **Report of Officers and Committees**

4.1 **Treasurer's Report** Jim Phipps – Treasurer:
Jim handed out a list of transactions for the previous month, see attached

Rudy handed out an updated version of the financial report, see attached, and discussed it with the board. The discussion centered on outstanding assessments that have not been paid that total $24,000 with more than $16,000 past due for over 630 days. Discussed ways to collect the past due assessments. Jim noted that it is difficult in placing liens on some of the subdivided properties because we do not have revised legal descriptions that

are needed before we can place a lien on the property. Discussed calling individuals with assessments past due.
ACTION ITEM: Jim is to bring a list of individuals with past due assessments owed and the amount past due.

4.2 Architecture Subcommittee Robert Wallace/Dan Kehoe, Sr. Co-Chair
MOTION: Dan, Jr. moved and Ian seconded a motion to give preliminary approval upon Robert's and Bruce's review and approval of James Kozlik's application to construct a home on Parcel 43-5 N. Motion passed unanimously.

David reported on his and William Smith's review of Robert Riddle's driveway on Parcel 95 S. Using a hand level they found that the driveway had the following grades:

- 10 to 12 percent the first ~100-feet
- 8 to 9 percent the next ~50-feet
- 15 percent the next ~150-feet
- 17 percent the next ~150-feet
- 8 to 9 percent the next ~50-feet, and
- then the driveway grade was 8 to 12 percent the rest of the way to the building site.

The maximum grade in the Glastonbury standards is believed to be 10 percent. The road was well constructed, wide and in most locations had a drainage ditch on the inside edge. There was no obvious alternate route to lessen the grade. The road entered the main road at 20 to 30 decrees as opposed to the preferred 80 to 90 decrees. William suggested that Robert be required to (1) cut in a ditch along the road where it is missing the first 150-feet of the road, and (2) remove trees in the same stretch to improve the visibility of traffic on the main road. The board also discussed requiring Robert to install some guardrails or barriers at hairpin turns in the driveway to prevent cars from accidentally running off the road.

The board discussed actions to take regarding the situation.
ACTION ITEM: David to write a letter to GLA's attorney giving him the facts and asking him what the board's liability would be if the GLA board did not have Robert to rebuild the road.

Dan, Jr. presented two Letters of Nonconformance, one for subdivisions and the second for building construction. Dan, Jr. recommended that the board send a letter to the Church regarding their subdivision of two parcels in South Glastonbury.
ACTION ITEM: Dan, Jr. to amend the Nonconformance letter and have Robert send it to the Church.

4.3 Road Committee Bruce Ganje – Chair, Eric Newhouse – Co-Chair

Eric reported the complaints he is receiving from John Alexander about GLA not plowing the snow off the road up to his property. Eric produced a letter addressed to John discussing the snow plowing guidelines. The board agreed to send the letter.

The board discussed the blockage of Gemini Road at parcel 66 N by cars and fence. ACTION ITEM: Dan, Jr. will draft a letter addressing the situation and requesting the removal of the vehicles and fencing.

4.4 Compliant Committee Christine Johnston – Chair
Dan, Jr. presented a compliant letter from Ed Anderson and Kathie Garcia regarding unsightliness of Kathleen Ullrich property and the addition to her house.
MOTION: David moved and Philip seconded for Dan, Jr. to amend and send a letter to Kathleen Ullrich stating that she has 15 days to respond to the compliant. The motion passed unanimously.

4.5 Land Use Master Plan Committee Dan Kehoe Jr. Chair
Dan, Jr. discussed the need to review the master plan comments from the Church. The board agreed to have the past members of the Master Plan committee (Linda Kramer, Regina Wunsch, and William Davies) meet and review possible changes. The board scheduled a meeting on January 22, 2001 to review suggestions by the committee.

4.6 Recreation Committee Robert Wallace/Eric Newhouse – Co-Chair
Eric reported that North Glastonbury TC wants to work with us on the recreational center at the gravel pit.

4.7 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG) No report

5. New Business
Discussed the need to clean up some of the shelter sites in Glastonbury.
ACTION ITEM: Philip is to head up making a list of shelters in Glastonbury that need cleaning up.

The meeting was adjourned with no further business

The next meeting will be January 8, 2001 held at Golden Ratio Woodworks, 7 pm.

2000-12-04_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of December 4, 2000

	Dec 4, '00
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	20,273.45
1st National Bank Savings	57,594.22
Total Checking/Savings	77,867.67
Accounts Receivable	
Accounts Receivable	48,163.60
Total Accounts Receivable	48,163.60
Other Current Assets	
Undeposited Funds	850.00
Total Other Current Assets	850.00
Total Current Assets	126,881.27
TOTAL ASSETS	**126,881.27**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	123,735.64
Net Income	-8,580.88
Total Equity	126,881.27
TOTAL LIABILITIES & EQUITY	**126,881.27**

GLA 00982

Glastonbury Landowners Association Board of Directors Meeting
December 4, 2000 Agenda

1. **Call to Order, Opening Prayer** (waiver of notice if required)

2. **Reading and Disposition of the November Minutes**
   - November 6, 2000
   - November 11, 2000 Annual Meeting
   - November 11, 2000 Board Meeting

3. **Order of Business**
   3.1 **New administrative assistant hiring process**
   3.2 **Election of Committee Chairs**
   3.3 **Phone List**

4. **Report of Officers and Committees.**

   4.1 **Treasurer's Report** - Jim Phipps, Treasurer

   4.2 **Architecture Subcommittee** - Robert Wallace Chair
Action Item: Letter to non-filers (Wallace w/ Glover)

   4.3 **Road Committee** - Eric Newhouse - Chair
   Action Item: Purchase & placement of "15 MPH" and "Dangerous Curve" signs
   Action Item: Sign at Alexander's in North

   4.4 **Complaint Committee** - Christine Johnston - Chair
   Action Item: E. Anderson complaint re: K Ullrich (D. Kehoe, Jr.)
   Action Item: Shelter reclamation survey (Philip Hoag?)

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Letter to Church Board

   4.6 **Recreation Committee** - Robert Wallace & Eric Newhouse, Co-Chair

   4.7 **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)

6. **Unfinished Business**

7. **Tabled Business**
   7.1 Parcel Subdivision Road Maintenance (D. Kehoe)
   7.2 Tree removal guideline (P. Hoag)
   7.3 Accounting Procedures (J. Phipps)

10. **Next Meeting and Adjournment**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Income & Expense Comparison 1999-2000

January 1 through December 4, 2000

	Jan 1 - Dec 4, '00	Jan 1 - Dec 4, '99	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	3,878.35	7,116.95	-3,238.60	-45.5%
Bond Account	240.00	745.00	-505.00	-67.8%
Finance Charges	283.60	15.23	268.37	1,762.1%
Interest Income	3,178.26	3,580.51	-402.25	-11.2%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	3,286.47	-3,286.47	-100.0%
Dwelling Assessment 1999	1,490.00	17,913.83	-16,423.83	-91.7%
Dwelling Assessment 2000	17,509.33	0.00	17,509.33	100.0%
Golden Age Village Assessment	4,410.00	5,880.00	-1,470.00	-25.0%
Land Assessment 1998	387.65	4,217.02	-3,829.37	-90.8%
Land Assessment 1999	2,586.00	28,596.39	-26,010.39	-91.0%
Land Assessment 2000	28,629.90	0.00	28,629.90	100.0%
Total Land & Dwelling Assessment	55,012.88	59,893.71	-4,880.83	-8.2%
Late Fee/Finance Charge	1,069.57	-644.12	1,713.69	266.1%
Misc Income	0.00	15.11	-15.11	-100.0%
Story Road Project	0.00	15,000.00	-15,000.00	-100.0%
Upgrade Fee	12,162.50	7,816.23	4,346.27	55.6%
Total Income	75,825.16	93,538.62	-17,713.46	-18.9%
Expense				
Banking Fees				
NSF	0.00	18.00	-18.00	-100.0%
Service Charge	0.00	5.00	-5.00	-100.0%
Total Banking Fees	0.00	23.00	-23.00	-100.0%
General Repairs & Maintenance				
Equipment Repairs	28.40	28.64	-0.24	-0.8%
Snow Fences	439.58	0.00	439.58	100.0%
Weed Control	2,728.63	1,199.24	1,529.39	127.5%
General Repairs & Maintenance - Other	0.00	332.70	-332.70	-100.0%
Total General Repairs & Maintenance	3,196.61	1,560.58	1,636.03	104.8%
Gifts/Appreciation	500.00	125.80	374.20	297.5%
Insurance/Liability	4,550.53	4,583.53	-33.00	-0.7%
License & Taxes	0.00	10.00	-10.00	-100.0%
Materials	0.00	60.00	-60.00	-100.0%
Office Expense				
Copying & Mailing	360.39	1,069.87	-709.48	-66.3%
Miscellaneous	0.00	137.60	-137.60	-100.0%
Supplies	70.30	159.46	-89.16	-55.9%
Office Expense - Other	0.00	137.80	-137.80	-100.0%
Total Office Expense	430.69	1,504.73	-1,074.04	-71.4%
Petty Cash	536.05	100.00	436.05	436.1%
Postage	218.43	325.52	-107.09	-32.9%
Professional Fees				

GLA 00984

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January 1 through December 4, 2000

	Jan 1 - Dec 4, '00	Jan 1 - Dec 4, '99	$ Change	% Change
Accountant	120.00	410.00	-290.00	-70.7%
Bookkeeper	1,061.74	1,210.56	-148.82	-12.3%
Legal Council/Service	50.00	184.95	-134.95	-73.0%
Secretarial	1,468.92	1,608.29	-139.37	-8.7%
Total Professional Fees	2,700.66	3,413.80	-713.14	-20.9%
Rental	274.00	385.00	-111.00	-28.8%
Road Repairs & Maintenance				
Grading & Graveling	60,285.75	15,320.00	44,965.75	293.5%
Road Signs	237.64	75.00	162.64	216.9%
Snow Plowing	2,138.75	4,085.20	-1,946.45	-47.7%
Surface Binder	15,360.00	5,037.00	10,323.00	204.9%
Road Repairs & Maintenance - Other	1,290.45	0.00	1,290.45	100.0%
Total Road Repairs & Maintenance	79,312.59	24,517.20	54,795.39	223.5%
Story Road-Project	0.00	31,500.00	-31,500.00	-100.0%
Taxes				
Income Tax	189.00	0.00	189.00	100.0%
Real Estate	97.60	103.67	-6.07	-5.9%
Total Taxes	286.60	103.67	182.93	176.5%
Water Reservoir	5,440.75	600.00	4,840.75	806.8%
Total Expense	97,446.91	68,812.83	28,634.08	41.6%
Net Income	**-21,621.75**	**24,725.79**	**-46,347.54**	**-187.5%**

GLA 00985

11/29/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of November 29, 1999

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Adams	0.00	11.44	5.44	6.52	120.00	0.00	0.00	0.00	120.00	263.40
Ali	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	600.00
Andersen, Svend	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Anderson, Davies	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Anderson, Suzanne	0.00	41.59	19.79	23.70	120.00	0.00	0.00	0.00	436.00	641.08
Azure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-160.00	0.00	-160.00
Barrere, Christine	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Baylor, John	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	100.00
Beigel	0.00	141.33	67.24	80.54	360.00	0.00	0.00	0.00	1,481.96	2,131.07
Boise	0.00	12.00	0.00	13.05	214.95	0.00	0.00	0.00	0.00	240.00
Brown, Michael	0.00	23.90	14.38	33.29	48.43	0.00	0.00	0.00	0.00	120.00
Brown, Norma	0.00	0.00	0.00	0.00	0.00	0.00	-120.00	0.00	0.00	-120.00
Burckley, Steven	0.00	82.30	25.96	60.08	120.00	0.00	0.00	0.00	863.00	1,151.34
Campbell, Deanna	0.00	250.72	77.19	179.05	120.00	0.00	0.00	0.00	2,566.00	3,192.96
Collins, Elizabeth	0.00	0.00	0.00	0.00	13.00	0.00	0.00	0.00	0.00	13.00
Community Preservation	0.00	86.40	27.25	63.08	120.00	0.00	0.00	0.00	906.00	1,202.73
Covington, Philip	0.00	3.00	0.00	3.26	50.00	0.00	0.00	0.00	0.00	56.26
D'Argenzio	0.00	26.97	8.39	23.68	120.00	0.00	0.00	0.00	220.00	399.04
Davis	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Diehl, Rosealine	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	90.00
Difo	0.00	141.54	44.65	103.37	240.00	0.00	0.00	0.00	1,484.00	2,013.56
Dowbenko, Uri	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Dratz, Edward	0.00	3.00	0.00	3.26	240.00	0.00	0.00	0.00	0.00	246.26
Duke	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Eberhard, Linda	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	30.00
Fanuzzi, John	0.00	32.43	10.23	23.68	240.00	0.00	0.00	0.00	340.00	646.34
Fauck	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-60.00
Foleen	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Fournier	0.00	-120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-120.00
Frazier, Kenneth	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Garcia	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Glennon-Alfaro	0.00	0.00	0.00	-30.00	0.00	0.00	0.00	0.00	0.00	-30.00
Graafland	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	90.00
Green	0.00	15.67	7.22	16.72	220.00	0.00	0.00	0.00	0.00	259.61
Grenier	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
Grover	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
Harris, Ned	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	90.00
Hazen, John	0.00	143.48	192.34	445.38	0.00	0.00	0.00	0.00	0.00	781.20
Healy, James	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Holder	0.00	186.92	58.96	136.52	120.00	0.00	0.00	0.00	1,960.00	2,462.40
Issa	0.00	21.08	6.65	15.39	240.00	0.00	0.00	0.00	221.00	504.12
Jarvi, Eva	0.00	0.00	-30.00	0.00	0.00	0.00	0.00	0.00	0.00	-30.00
Jensen, Robert	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Johnson, Edwin	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Johnson, Gail	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Johnston, Duncan	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
Kilajewski	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	100.00
Kletter	0.00	0.00	0.00	0.00	315.00	0.00	0.00	0.00	0.00	315.00
Klinger	0.00	0.00	0.00	0.00	0.00	-60.00	0.00	0.00	0.00	-60.00
Ko[illegible]s, Eleanor	0.00	0.00	0.00	[illegible]0	0.00	0.00	0.00	0.00	0.00	[illegible]

11/29/99

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of November 29, 1999

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Kramer	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Lambert	0.00	0.00	0.00	0.00	140.00	0.00	0.00	0.00	0.00	140.00
LaShomb	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Lewis, Bridget	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Leykamm	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Lindstrom, Johan	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Lisota, Martin	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	180.00
MacDonald, David	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Mack, Randolph A.	0.00	13.35	4.21	9.75	240.00	0.00	0.00	0.00	140.00	407.31
Maniaci, Allen	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
Mayer, Zygmond	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Milgrom	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Moe, Juanita	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Moore	0.00	-20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-20.00
Mueller, Jr.	0.00	0.00	0.00	0.00	80.00	0.00	0.00	0.00	0.00	80.00
Murphy, Brian & Joan	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Patwell	0.00	190.54	60.10	139.17	120.00	0.00	0.00	0.00	1,998.00	2,507.81
Peterson	0.00	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00	36.00
Pettersen	0.00	45.78	14.44	33.42	240.00	0.00	0.00	0.00	480.00	813.64
Pinardo, Pedro	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	600.00
Pisani	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Polk, David	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Quarles	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Rakely	0.00	0.00	-250.00	0.00	0.00	0.00	0.00	0.00	0.00	-250.00
Ramp, Kathleen	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00
Ray	0.00	188.64	59.50	137.78	120.00	0.00	0.00	0.00	1,978.00	2,483.92
Santos, Marie Dulce De Almeida	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	-240.00	0.00
Schmidt, Judith	0.00	37.81	13.36	30.92	120.00	0.00	0.00	0.00	344.00	546.09
Schmidt, William	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Senart	0.00	248.16	78.28	181.18	240.00	0.00	0.00	0.00	2,602.00	3,349.62
Sherwood	0.00	73.01	21.60	101.67	240.00	0.00	0.00	0.00	0.00	436.28
Strykert	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Terhorst	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Thompson, Eugene	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Thompson, Rebecca	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	0.00	240.00
Thorburn	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
Thorpe	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	180.00
Tisdale	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	120.00
Tsuru	0.00	22.89	7.22	16.72	240.00	0.00	0.00	0.00	240.00	526.83
Van Hulzen, Lubertus	0.00	0.00	0.00	0.00	53.60	0.00	0.00	0.00	0.00	53.60
Vaughan	0.00	6.68	2.11	4.87	120.00	0.00	0.00	0.00	70.00	203.66
Weise	0.00	11.44	3.61	8.35	120.00	0.00	0.00	0.00	120.00	263.40
TOTAL	0.00	2,020.84	837.05	1,913.05	13,010.98	-60.00	-120.00	-160.00	19,889.96	37,331.88

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

Letter of Nonconformance

Landowner
P. O. Box
Emigrant, MT 59027

December 4, 2000

Dear Landowner,

The GLA has received a formal complaint from your fellow parcel owners regarding Covenant violations on your property, Parcel __ Glastonbury _____, of a subdivision process not receiving the GLA's approval.

Section 9 of the REstated Covenants directs that all subdivision plans are to be submitted to the GLA for preliminary approval. No subdivision or certificate of survey or plat is of any force or effect without the GLA's approval

These Covenants, while holding a standard for you to follow, also protect you from your neighbors misusing their property. In a more positve light, by following the Covenants and getting GLA approval for your project you have at your disposal the aggregate building and development knowledge of the members of the Board. Some of the problems that have resulted from landowners not applying to the GLA before beginning their projects have resulted in incorrect distances of building from property lines or road easements, roads or driveways crossing onto neighbor's land, or health hazards of wells and septic fields too close together. As you can imagine, these problems were more costly to correct than they would have been if addressed correctly in the beginning of the project. The GLA Board likes to see every application treated in a win-win manner so that Landowners may trust that their applications are quickly addressed and treated in a positive manner.

Per Section 10.02 Enforcement of the Covenants, the Glastonbury Landowners' Association is formally directing you to file an application for subdivision and bring your subdivision into compliance with the Covenants. The Covenants allow a grace period of fifteen (15) days to bring your property into compliance. After that time, the GLA may seek injunctive relief through the Park County District Court. Court actions are expensive and the GLA is empowered to recover the legal costs of prosecuting the violations in the injunctive relief action. The GLA would rather not have to use the courts, but would rather see this matter dealt with in a more neighborly attitude.

Please address this matter immediately and provide the GLA with a subdivision application. If you need help filling out the application please feel free to contact me or any member of the Board. Our next GLA Board meeting is _____ , so please send it in time for us to review it and work out any problems prior to the meeting so that we can get approval at the meeting.

Sincerely,

Robert Wallace
Chairman, Architectural Subcommittee

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

Letter of Nonconformance

Landowner
P. O. Box
Emigrant, MT 59027

December 4, 2000

Dear Landowner,

The GLA has received a formal complaint from your fellow parcel owners regarding Covenant violations on your property, Parcel __ Glastonbury _____, of a building or a property improvement not receiving the GLA's approval.

Section 6.01 directs that all building plans are to be submitted to the GLA for approval before beginning construction of any structure.

These Covenants also protect you from your neighbors misusing their property. In a more positve light, by following the Covenants and getting GLA approval for your project you have at your disposal the aggregate building and development knowledge of the members of the Board. Some of the problems that have resulted from landowners not applying to the GLA before beginning their projects have resulted in incorrect distances of building from property lines or road easements, roads or driveways crossing onto neighbor's land, or health hazards of wells and septic fields too close together. As you can imagine, these problems were more costly to correct than they would have bee if addressed correctly in the beginning of the project.

As a result of people following the Covenants, the Board has helped landowners build safer buildings and save money building safer or better driveways or roadways. The GLA Board likes to see every application treated in a win-win manner so that Landowners may trust that their applications are quickly addressed and treated in a positive manner.

Per Section 10.02 Enforcement of the Covenants, the Glastonbury Landowners' Association is formally directing you to bring your property into compliance with the Covenants. The Covenants allow a grace period of fifteen (15) days to bring your property into compliance. After that time, the GLA may seek injunctive relief through the Park County District Court. Court actions are expensive and the GLA is empowered to recover the legal costs of prosecuting the violations in the injunctive relief action. The GLA would rather not have to use the courts, but would rather see this matter dealt with in a more neighborly attitude.

Please address this matter immediately and provide the GLA with a building application. If you need help filling out the application please feel free to contact me or any member of the Board. Our next GLA Board meeting is _____ , so please send it in time for us to review it and work out any problems prior to the meeting so that we can get approval at the meeting.

Sincerely,

Robert Wallace
Chairman, Architectural Subcommittee

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

John Alexander
P. O. Box
Emigrant, MT 59027

December 4, 2000

Dear John,

Following my recent telephone conversations with you, I would like to clear up the matter of snow removal and maintenance of your road. Per the General Information Report that Royal Teton, Ltd. issued in 1983 when the Glastonbury properties were offered for sale, the road type servicing your parcel and Parcels 63 through 70 in North Glastonbury is listed as "Mountain". The Mountain designation is for roads where four wheel drive vehicles may be required for access and are third on the maintenance priority after the "residential" and "foothill" designated roads.

The GLA strives to make the community roads always accessible per the dictates of the Covenants, but we are limited by our budget and the overall demands of maintaining the roads year-round. In our efforts to balance safety, accessibility and economy, the GLA Board has set the standard of 3" of snowfall as the trigger point to mobilize snow plows. Whereas any snowfall dictates safer driving habits, snowfall less than three inches is not a hindrance to traffic and generally blows off the roads or melts within a day or two. The GLA Board feels from our past experience that the 3" level is a safe and efficient trip point for snowplowing.

If your vehicle has a hard time maneuvering on your mountain road after a light snowfall, the GLA strongly suggests that you consider a vehicle better acclimated to your driving conditions, such as a four wheel drive or even a front wheel drive vehicle. Many residents of Glastonbury have these types of vehicles because, regardless of residential, foothill or mountain road driving, they have found them to be a safer and more useable vehicle in Montana's winter weather.

I hope this gives you a better understanding of where the GLA is obligated to make our roads passable and safe and where a landowner should exercise safety measures and take personal responsibility for their mobility in Montana's climate.

Sincerely,

Eric T. Newhouse

Eric Newhouse
President

333-4519

To: GLA

From: Ed Anderson and Kathie Garcia

Re: complaint re landowner Kathleen Ullrich

Date: Oct 4th, 2000

We are moving quickly toward subdivision and must complete our preparatory work within 4 months. Therefore, not only are we looking to improvements on our own properties but feel that the problem with parcel owner Kathleen Ullrich's land can no longer be ignored. We are grateful for your expedient attention to the following matters:.

Kathleen Ullrich's property:

!. Unsightly Structure: (Covenant 5.05) Kathleen's property is so unsightly that the Brand's, who are trying to sell their portion of the parcel, were told that their property was devalued $20,000 due to Kathleen's home!.

*** Her property is an eyesore and an embarrassment

*** Her property is strewn with abandoned vehicles. At last count we noticed 4 abandoned vehicles. Especially in winter her vehicles are often left on Capricorn drive at the foot of Venus Way.

There is an accumulation of junk inside and outside of her home.

*** More than a year ago, the Park County representative told Edward that she needed to remove a trailer that looked occupied at the time .

*** Nuisance, respect for the quietude of the neighbors: Kathleen currently owns 3 dogs who bark for hours without end. They run loose and have surrounded me (Kathie) once when I was walking down the road.

*** We are concerned about the structural integrity of the home and the possibility of fire hazard, especially in light of last summer's drought.

As far as we know, Kathleen never got the go ahead to continue building, but has gone ahead adding on to her home in what appears to be a haphazard fashion.. At least twice her second story blew down before it was finished! We are concerned that her home does not have an adequate foundation for three stories.

*** She has employed homeless people who sometimes arrive intoxicated. Last summer one of the men came to my (Kathie's) door trying to bum cigarettes. I do not feel safe with children with some of these characters. Furthermore, the kids in the neighborhood seem attracted to these men whose background is questionable.

2001-01-08_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 8, 2001

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1. Call to Order, Prayer

The meeting was called to order by Eric, 7:17 pm, at Golden Ratio Woodworks. Eric gave an opening prayer.

PRESENT: Eric Newhouse (President), George Makris (Vice President), Jim Phipps (Treasurer), Bruce Ganje, Philip Hoag, Dan Kehoe, Jr., Jon Olson, Robert Wallace, and Walter Wunsch

ABSENT: Christine Johnson, David Tonkin

PROXIES: Christine Johnson to Jon Olson, David Tonkin to Jim Phipps

ALSO ATTENDING: Rudy Parker (Accountant) and Vito Sinopoli (Operates a road sander).

2. Reading and Disposition of the Minutes

Meeting minutes for December were reviewed. November minutes were not reviewed.
MOTION: Dan Kehoe, Jr. moved and George seconded to accept the December minutes as written. The motion passed unanimously.

3. Report of Officers and Committees

3.1 Treasurer's Report Jim Phipps (Treasurer)

Rudy handed out the year end financial report for Year 2000, a balance sheet for January 8, 2001 and a list of outstanding assessments. (see attached) Rudy answered questions about the reports.

Jim handed out a list of transactions for the previous month and a list of incorrect or unknown addresses. (see attached) Jim asked board members to help find correct addresses.

Jim stated that he is doing groundwork to prepare liens for outstanding assessments. This will require some work at the courthouse to determine the identification of recent subdivisions in Glastonbury. He also plans to talk with our attorney about the liens. Jim was unable to estimate the number of hours this would take and asked the board for prior approval to charge GLA for the extra hours. The board gave approval with the stipulation that he keeps track of the number of hours.

3.2 Architecture Subcommittee Robert Wallace/Dan Kehoe, Sr. (Co-Chair)

Robert reported he had completed the construction of his home, and he requested refund of his $250 cleaning deposit. The board approved the request and refunded the cleaning deposit.

File: MtgMins 01 08 01.doc
Revised: 02/05/01
Amended: 02/05/01

Jim reported on Fire Water Requirements regulations the county is considering imposing on all subdivisions. The County Planning Board has developed proposed regulations that will require lots in new subdivisions to have a 2,500 gallons water reservoirs, a developed water source within 1-mile of the property, or automatic sprinkler system installed in homes plus other requirements for protection against wild fires. (see attached) The local Fire Service Area Trustees have informed the county that it does not support the proposed regulations.

Jim reported that a meeting was held January 4, 2001 at the Court House to discuss the regulations. The County Commissioners, Fire Service Area Trustees, County Fire Marshall, County Planning Board and the County Attorney's office were represented at the meeting. In the meeting, the county reported that it is suggesting the proposed regulations to avoid the county being liable if there are fires that destroy homes or buildings. The Fire Service Area Trustees were concerned that the regulations would make them liable for fire damage if they would not be able to respond to a fire in time. The trustees represent a rural volunteer fire fighting department servicing Glastonbury. The Fire Service Area Trustees suggest increasing the distance to a water source to 5 miles. The conclusion of the meeting was that the regulations would be reviewed. No date was set for the review.

Jim suggested that South Glastonbury develop a water source in Lower South that would ease objections or delays in subdivision approvals. Jim also suggested that since the water reservoir for Golden Age Village in North Glastonbury is the main water source for North Glastonbury, GLA should make a contribution to its operation. No action was taken.

The board had a lengthy discussion on this subject and the recent Planning Board's actions of lowering the maximum grades on new roads to 6 percent. The board agreed that Jim could discuss the matter with our attorney when he talked to him about the lien issue discussed above.

3.3 Road Committee Bruce Ganje/Eric Newhouse (Co-Chair)
Philip reported that he meet with JPL road contractor from Belgrade at Glastonbury to inspect 7 miles of potential Glastonbury roads GLA is considering paving. JPL will prepare an estimate to complete the work. Other contractors who could accomplish the work were discussed. If the costs look feasible, a request for bids and a statement of work would be prepared and sent to potential contractors.

Eric introduced Vito Sinapoli, who has been hired to sand roads in North and South Glastonbury. The board reviewed who would be authorized to call Vito and request

sanding of roads. Walter would be authorized for South Glastonbury with Bruce as his second if Walter should be out of town. The board decided that it would be more efficient to have one loading facility to fill Vito's truck with sand located in North Glastonbury instead of having two (i.e. one in North and one in South Glastonbury).

3.4 **Complaint Committee** Christine Johnston (Chair)
No report.

3.5 **Land Use Master Plan Committee** Dan Kehoe, Jr. (Chair)
No report.

3.6 **Recreation Committee** Robert Wallace/Eric Newhouse (Co-Chair)
Eric reported that the Church will be giving 30 acres, including the gravel pit, to North Glastonbury Teaching Center. He reported it is possible that the Church will not want the gravel pit to be used as a recreation area. The committee is following up with meetings with the Church.

3.7 **Ombudsman Report** Regina Wunsch (South Glastonbury) and Joan Murphy (North Glastonbury) No report

The meeting was adjourned at 9:13 pm with no further business

The next meeting will be February 5, 2001 held at Golden Ratio Woodworks, 7 pm.

File: MtgMins 01 08 01.doc
Revised: 02/05/01
Amended: 02/05/01

2001-01-08_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January through December 2000

	Jan - Dec '00	Jan - Dec '99	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	3,878.35	6,919.76	-3,041.41	-44.0%
Bond Account	240.00	755.00	-515.00	-68.2%
Finance Charges	301.60	15.23	286.37	1,880.3%
Interest Income	3,178.26	4,509.92	-1,331.66	-29.5%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	3,417.93	-3,417.93	-100.0%
Dwelling Assessment 1999	1,490.00	18,190.33	-16,700.33	-91.8%
Dwelling Assessment 2000	18,051.00	0.00	18,051.00	100.0%
Golden Age Village Assessment	4,410.00	5,880.00	-1,470.00	-25.0%
Land Assessment 1998	387.65	4,282.75	-3,895.10	-91.0%
Land Assessment 1999	2,706.00	29,262.89	-26,556.89	-90.8%
Land Assessment 2000	29,298.23	0.00	29,298.23	100.0%
Total Land & Dwelling Assessment	56,342.88	61,033.90	-4,691.02	-7.7%
Late Fee/Finance Charge	1,107.87	-644.12	1,751.99	272.0%
Misc Income	0.00	15.11	-15.11	-100.0%
Story Road Project	0.00	15,500.00	-15,500.00	-100.0%
Upgrade Fee	12,162.50	7,816.23	4,346.27	55.6%
Total Income	77,211.46	95,921.03	-18,709.57	-19.5%
Expense				
Banking Fees				
NSF	0.00	18.00	-18.00	-100.0%
Service Charge	0.00	15.00	-15.00	-100.0%
Total Banking Fees	0.00	33.00	-33.00	-100.0%
General Repairs & Maintenance				
Equipment Repairs	28.40	28.64	-0.24	-0.8%
Snow Fences	439.58	658.13	-218.55	-33.2%
Weed Control	2,764.13	1,199.24	1,564.89	130.5%
General Repairs & Maintenance - Other	0.00	332.70	-332.70	-100.0%
Total General Repairs & Maintenance	3,232.11	2,218.71	1,013.40	45.7%
Gifts/Appreciation	500.00	125.80	374.20	297.5%
Insurance/Liability	4,550.53	4,583.53	-33.00	-0.7%
License & Taxes	0.00	10.00	-10.00	-100.0%
Materials	0.00	60.00	-60.00	-100.0%
Office Expense				
Copying & Mailing	360.39	1,069.87	-709.48	-66.3%
Miscellaneous	0.00	137.60	-137.60	-100.0%
Supplies	70.30	216.71	-146.41	-67.6%
Office Expense - Other	266.39	137.80	128.59	93.3%
Total Office Expense	697.08	1,561.98	-864.90	-55.4%
Petty Cash	536.05	100.00	436.05	436.1%
Postage	218.43	325.52	-107.09	-32.9%
Professional Fees				

GLA 00997

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 1999-2000
January through December 2000

	Jan - Dec '00	Jan - Dec '99	$ Change	% Change
Accountant	120.00	410.00	-290.00	-70.7%
Bookkeeper	1,061.74	1,210.56	-148.82	-12.3%
Legal Council/Service	50.00	184.95	-134.95	-73.0%
Secretarial	1,468.92	1,713.29	-244.37	-14.3%
Total Professional Fees	2,700.66	3,518.80	-818.14	-23.3%
Rental	274.00	385.00	-111.00	-28.8%
Road Repairs & Maintenance				
Grading & Graveling	64,485.75	15,905.00	48,580.75	305.4%
Road Signs	237.64	75.00	162.64	216.9%
Sanding	674.90	0.00	674.90	100.0%
Snow Plowing	3,190.00	4,445.20	-1,255.20	-28.2%
Surface Binder	15,360.00	5,037.00	10,323.00	204.9%
Road Repairs & Maintenance - Other	1,290.45	0.00	1,290.45	100.0%
Total Road Repairs & Maintenance	85,238.74	25,462.20	59,776.54	234.8%
Story Road-Project	0.00	32,500.00	-32,500.00	-100.0%
Taxes				
Income Tax	189.00	0.00	189.00	100.0%
Real Estate	97.60	103.67	-6.07	-5.9%
Total Taxes	286.60	103.67	182.93	176.5%
Water Reservoir	5,440.75	1,643.49	3,797.26	231.1%
Total Expense	103,674.95	72,631.70	31,043.25	42.7%
Net Income	-26,463.49	23,289.33	-49,752.82	-213.6%

GLA 00998

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of January 8, 2001

	Jan 8, '01
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	15,801.71
1st National Bank Savings	57,594.22
Total Checking/Savings	73,395.93
Accounts Receivable	
Accounts Receivable	47,245.18
Total Accounts Receivable	47,245.18
Total Current Assets	120,641.11
TOTAL ASSETS	**120,641.11**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	109,474.60
Net Income	-560.00
Total Equity	120,641.11
TOTAL LIABILITIES & EQUITY	**120,641.11**

01/08/01

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Accounts Receivable

As of January 8, 2001

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Adams	0.00	21.82	10.78	11.84	10.78	125.44	5.44	10.13	240.00	436.23
Andersen, Svend	0.00	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
Barrere, Christine	0.00	10.91	5.39	5.92	26.99	120.00	0.00	0.00	120.00	289.21
Beigel	0.00	167.49	82.65	90.84	82.67	427.24	67.24	125.12	1,841.96	2,885.21
BHES Shelter	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Boise	0.00	31.55	9.64	10.60	35.62	0.00	0.00	13.05	214.95	315.41
Brown, Michael	0.00	28.30	2.17	2.39	5.83	120.00	14.38	33.29	48.43	254.79
Burckley, Steven	0.00	89.38	44.12	48.48	44.12	159.15	39.15	72.85	983.00	1,480.25
Campbell, Deanna	0.00	250.24	120.55	132.46	120.54	236.42	116.42	217.01	2,686.00	3,879.64
Church Universal and Triumphant	0.00	1,470.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,470.00
Cleirbaut	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Collier	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Community Preservation	0.00	93.29	46.04	50.60	46.05	161.10	41.10	76.48	1,026.00	1,540.66
D'Argenzio	0.00	6.00	4.95	6.91	6.29	125.65	0.00	0.00	0.00	149.80
Difo	0.00	156.77	77.37	85.02	77.37	187.34	67.34	125.33	1,724.00	2,500.54
Dowbenko, Uri	0.00	21.83	10.77	11.83	53.97	240.00	0.00	0.00	240.00	578.40
Fanuzzi, John	0.00	52.74	26.03	28.60	26.03	255.43	15.43	28.71	580.00	1,012.97
Fletcher	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Fonseca	0.00	0.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00	20.00
Frazier, Kenneth	0.00	43.66	21.54	23.66	21.54	250.89	10.89	20.27	480.00	872.45
Garcia	0.00	43.66	21.54	23.66	21.54	250.89	10.89	20.27	480.00	872.45
Gelderloos, Pouwell	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Green	0.00	32.00	9.87	10.84	23.11	840.00	7.34	20.27	220.00	1,163.43
Grenier	0.00	21.82	10.78	11.84	10.78	125.44	5.44	10.13	240.00	436.23
Grover	0.00	21.82	10.78	11.84	10.78	125.44	5.44	10.13	240.00	436.23
Hazen, John	0.00	45.73	0.00	0.00	0.00	360.00	195.50	539.97	0.00	1,141.20
Hoag, Philip	0.00	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	90.00
Holder	0.00	189.14	93.35	102.58	93.35	208.92	88.92	165.52	2,080.00	3,021.78
Irwin, Simeon	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Issa	0.00	41.93	20.69	22.73	20.69	250.03	10.03	18.66	461.00	845.76
Jensen, Robert	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	60.00
Johnson-Rordam, Gail	0.00	12.00	0.00	2.37	10.79	188.00	0.00	0.00	0.00	213.16
Kisthart, William	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	60.00
Kramer	0.00	10.91	5.39	5.92	26.99	120.00	0.00	0.00	120.00	289.21
LaShomb	0.00	43.66	21.54	23.66	21.54	250.89	10.89	20.27	480.00	872.45
Lee	0.00	0.00	0.00	0.00	0.00	190.00	0.00	0.00	0.00	190.00
Leykamm	0.00	21.83	10.77	11.83	53.97	240.00	0.00	0.00	240.00	578.40
Lindstrom & Gembica	0.00	6.00	0.00	0.00	0.00	117.00	0.00	0.00	0.00	123.00
Lisota, Martin	0.00	9.00	2.29	2.51	11.47	175.00	0.00	0.00	0.00	200.27
Lundberg	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
MacDonald, David	0.00	0.00	0.00	0.00	0.00	190.00	0.00	0.00	0.00	190.00
Mack, Randolph A.	0.00	34.56	17.05	18.73	17.05	246.35	6.35	11.82	380.00	731.91
Maniaci, Allen	0.00	56.76	0.00	0.00	0.00	240.00	30.00	0.00	0.00	326.76
Mason, James	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	60.00
Mayer, Zygmond	0.00	21.83	10.77	11.83	53.97	240.00	0.00	0.00	240.00	578.40
McNeely, Kenneth	0.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00
Meijer, Jacob	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	60.00
Michaels, Kim	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
Mueller, Jr.	0.00	7.27	3.59	3.94	17.99	240.00	0.00	0.00	80.00	352.79

GLA 01000

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Accounts Receivable
As of January 8, 2001

	Current	1 - 90	91 - 180	181 - 270	271 - 360	361 - 450	451 - 540	541 - 630	> 630	TOTAL
Nelson, Stuart	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00
Newhouse, Eric	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Newhouse, Sr.	0.00	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
Patterson, DeWayne	0.00	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
Pellett	0.00	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
Pettersen, Ola	0.00	65.48	32.31	35.50	32.31	381.78	21.78	40.52	720.00	1,329.68
Pinardo, Pedro	0.00	38.18	21.60	29.59	134.93	720.00	0.00	0.00	200.00	1,144.30
Pisani	0.00	21.83	10.77	11.83	53.97	240.00	0.00	0.00	240.00	578.40
Quarles	0.00	43.66	21.54	23.66	21.54	250.89	10.89	20.27	480.00	872.45
Schmidt, Judith	0.00	47.19	20.83	22.89	20.83	255.61	17.14	37.49	464.00	885.98
Senart	0.00	258.43	127.54	140.15	127.54	358.06	118.06	219.68	2,842.00	4,191.46
Sherwood	0.00	94.84	10.77	11.83	32.55	240.00	0.00	123.27	240.00	753.26
Siewert, Don	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Silver, Richard	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	60.00
Slavenas	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	60.00
Strykert	0.00	21.83	10.77	11.83	53.97	240.00	0.00	0.00	240.00	578.40
Terhorst	0.00	10.91	5.39	5.92	26.99	120.00	0.00	0.00	120.00	289.21
Thorburn	0.00	21.82	10.78	11.84	10.78	125.44	5.44	10.13	240.00	436.23
Thorpe, Dave	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Tisdale	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Trisdale, James	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Tsuru	0.00	43.66	21.54	23.66	21.54	250.89	10.89	20.27	480.00	872.45
Twin Pillars	0.00	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
Vaughan	0.00	6.00	0.00	6.16	5.61	60.77	0.00	0.00	0.00	78.54
Wallace, Ronald & Dori	0.00	0.00	0.00	0.00	0.00	120.00	0.00	0.00	0.00	120.00
Watson, Marian	0.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00	240.00
Weise	0.00	21.82	10.78	11.84	10.78	125.44	5.44	10.13	240.00	436.23
Westerbeek, Alie	0.00	12.90	14.13	15.53	70.84	360.00	0.00	0.00	315.00	788.40
TOTAL	0.00	3,772.45	1,499.16	1,135.66	1,576.00	14,665.50	937.83	2,021.04	22,266.34	47,873.98

GLA 01001

WHERE O WHERE HAVE OUR LOT OWNERS GONE

Lot	Owner	Last Known Address
S88-A	Watson, Marian	513 Prairie Ave, Bozeman, MT 59718
S77	Eberhard, Linda	1106 W Park, Livingston, MT 569047
S30	Wuywitka, Nicola	8714-116St., Edmonton, AB T6G1P7, Canada
N61B	McNeely, Kenith & Virginia	
S76	Burckley, Steven	Mail being refused at 1627 W. Main ST., #172, Bozeman
N59	Siewert, Don	2639 Orleans Drive, Bellingham, WA 98229
N10-D	Fletcher, Lilian	30532 Marbella Vis. San Juan Capistrano, CA 92675-1719
S88-A	Kramer, Andrew & Patricia	3250 O'Neal Cir. #A-17,Boulder CO 80301-1434
S22-?	Pisani, Lydia	5495 NW 113th Ct. Miami, FL 33178
N37-?	BHES Shelter	Contact not known
N49-A	New Owner. Name and address not known.	
N62-?	New Owner. Name and address not known.	
N61-A	Simons, Robert	Address not known
N61-B	McNeely, Kenith & Virginia	Address not known
N42-2	New Owner. Name and address not known.	

PARK COUNTY
RURAL FIRE COUNCIL
414 E. Callendar, Livingston, MT 59047
406-222-4100

revised October 6, 1998

RURAL FIRE COUNCIL SUBDIVISION CHECKLIST

ROADS

1. Roads shall follow the guidelines as determined under VI. GENERAL DESIGN AND IMPROVEMENT STANDARDS – D. STREETS AND ROADS of the Park County Subdivision Regulations.

WATER SUPPLY

A water supply of sufficient volume, and ~~water~~ distribution system to fight fires shall be provided. There are a couple of options for water supply. You need only meet one of these options. The key element is how important this is to providing fire protection to the end user during all types of weather.

1. 2,500 gallon water supply per lot on site is recommended. This can also be a developed water source to meet the needs of the entire subdivision. The water supply, whether it be individual or shared, needs to be accessible by the Fire Department with an approved hydrant system and maintained by the property owners.

2. A developed water source within a reasonable distance of the subdivision. A recommended reasonable distance is approximately 1 mile from a developed water source. This distance may vary depending on road design, adequacy of water source, type of fuels (forest growth) determining the fire hazard, and number of lots available. This would need to maintain a minimum flow of 250 Gallons Per Minute (G.P.M.) for 20 minutes. In areas of high wildfire hazard or in a major subdivision, developers may be asked to meet 250 G.P.M. for 2 hours. Accessibility and an approved hydrant system will be needed to maintain these flows and will be required to be maintained by the property owners.

3. An automatic fire sprinkler system meeting the requirements of NFPA 13D. A letter of certification will be submitted to the Fire District upon completion of each dwelling. The system will be maintained by the property owners.

HOME & PROPERTY

Due to the nature of wild fire danger in rural areas of the County there are 2 classifications of hazard through out the County. Either High fire hazard or Medium fire hazard areas. High fire hazard areas include heads of draws, excessive slopes, dense forest growth, or other hazardous wild fire components.

1. In High fire hazard areas, as determined by the local fire authority, Class A roofs will be required on all buildings as defined under the Montana State Department of Justice Fire & Investigation Bureau and Montana Department of Natural Resources & Conservation Fire Bureau "Fire Protection Guidelines for Wildland Residential Interface Development". Class A or B roofs can be used in Medium fire hazard areas.

2. Vegetation reduction will be to the standards as defined under the Montana State Department of Justice Fire & Investigation Bureau and Montana Department of Natural Resources & Conservation Fire Bureau "Fire Protection Guidelines for Wildland Residential Interface Development".

3. The road will need to be named and signed according to the Park County Rural Addressing system.

REFERENCE MATERIAL

Park County Subdivision Regulations available through the Park County Planning Office.

Fire Protection Guidelines for Wildland Residential Interface Development available from MT Department of Natural Resources and Conservation, Fire Management Bureau, 2705 Spurgin Road, Missoula, MT 59801 or MT Department of Justice, Fire Prevention & Investigation Bureau, 303 North Roberts, Helena, MT 59620.

National Fire Codes published by the National Fire Protection Association, Batterymarch Park, Quincy, MA 02269.

2001-02-05_BDGN.pdf

FINAL
Glastonbury Landowners Association
Board of Directors Meeting Minutes
February 5, 2001
CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
The meeting was called to order by Eric, 7:30 pm, at Golden Ratio Woodworks. David gave an opening prayer.
PRESENT: Eric Newhouse (President), Jim Phipps (Treasurer), David Tonkin (Secretary), Philip Hoag, Christine Johnson, Dan Kehoe Jr., Robert Wallace, and Walter Wunsch
ABSENT: George Makris, Bruce Ganje, Jon Olson, Ian Scott
PROXIES: Bruce Ganje to Eric Newhouse
ALSO ATTENDING: None

2. **Reading and Disposition of the Minutes**
Reviewed the meeting minutes for November 2000 and January 2001.
MOTION: Dan, Jr. moved and Jim seconded to accept the November 6, 2000 minutes as written. The motion passed unanimously.
MOTION: Dan, Jr. moved and Christine seconded to accept the November 11, 2000 Annual and Board meeting minutes as corrected. The motion passed unanimously.
MOTION: Dan, Jr. moved and Philip seconded to accept the January 8, 2001 meeting minutes as corrected. The motion passed unanimously.

3. **Report of Officers and Committees**

3.1 **Treasurer's Report** Jim Phipps (Treasurer)
Jim discussed the missing addresses in the GLA's database that lists parcels in Glastonbury and asked board members for any assistance in obtaining correct addresses. He handed out a revised list of property owners. He presented the balance sheet and a list of transactions for January 2001. (see attached)

3.2 **Architecture Subcommittee** Robert Wallace (Chair)
Robert presented James Kozlik's application for building a home on Parcel 43-5 N. The permit does not have a topographical map.
MOTION: Robert moved and Dan, Jr. seconded to approve James Kozlik's application to construct a home on Parcel 43-5 N. The motion passed.

3.3 **Road Committee** Bruce Ganje/Eric Newhouse (Co-Chair)
ACTION ITEM: Purchase and placement of signs on Hercules Road--this item was put on hold.

ACTION ITEM: Sign at Alexander's Parcel in North--board agreed to place a sign indicating the road was a private road with no National Forest Service access.

File: MtgMins 02 05 01 FINAL.doc
Revised: 2/26/01, 3/11/01
Amended: 3/05/01

ACTION ITEM: Paving of Roads--Eric presented a letter from JTL Group, Inc. offering preliminary paving prices to pave approximately 5.5 to 6.5 miles of Glastonbury roads. The letter gave two options: (1) to pave Sirius Dr. between Story and Aries, Capricorn Dr between Gemini and the bridge at Old Yellowstone Trail Creek Rd., Aries Dr. between Sirius and Capricorn in North Glastonbury and Dry Creek Rd. from Highway 89 to Hercules Rd. in South Glastonbury for a total of 5.55 miles and (2) Sirius Dr. between Aries and Helios at Golden Age Village (GAV), Taurus Rd. between Sirius and Hilarion Way, Yellowstone Trail Creek Rd. between the bridge to Highway 89, Gemini Rd. from Capricorn approximately 0.2 miles north in North Glastonbury and Arcturus Dr. between Dry Creek Rd. and Leo in South Glastonbury for a total of 1 mile. The prices were based on 24-foot wide 3-inches thick asphalt pavement. The prices include only the costs to pave the roads. They do not include costs of grading, compacting or adding subgrade or application of a prime coat to adhere the paving to the subgrade. The prices for the two options are $587,000 and $103,000. Discussed ways to pay for paving of the roads including Rural Development Loans and forming a Local Improvement District, LID.
MOTION: Philip moved and Dan Jr. seconded a motion to send the letter to GLA's attorney to get his option on the types of funding available to GLA. The motion passed. Assigned George Makris to further investigate the funding options.

3.4 Complaint Committee Christine Johnston (Chair)
ACTION ITEM: E. Anderson complaint re. K. Ullrich--Dan reported that he sent a letter to Kathleen. Eric reported that he received a phone call from Kathleen re. the letter GLA sent. Eric will meet with Kathleen to discuss items listed in complaint letter.

ACTION ITEM: Shelter reclamation survey – Tabled

Eric presented a complaint letter from Peter and Caroline Graafland on Parcel 26-B N. The letter complains that the McCann's and Gelderloos' children are driving ATVs on Glastonbury roads and private driveways at excessive speeds.
MOTION: Philip moved and Dan, Jr. seconded a motion for Christine to (1) write a letter to the Graaflands indicating that GLA is responding to their complaint letter, (2) write a letter to the McCanns indicating GLA has received a formal complaint about their children driving ATVs at excessive speeds on Glastonbury roads and indicating that both the driver and the vehicles are required to be licensed by the state before they can legally drive on the roads, (3) write a letter to North Glastonbury Teaching Center indicating that GLA has received a complaint about the McCann's children, who live on property they own, are driving ATVs at excessive speeds and include a copy of the complaint letter. The motion passed unanimously.

File: MtgMins 02 05 01.doc
Revised: 2/26/01, 3/11/01
Amended: 3/05/01

3.5 Land Use Master Plan Committee Dan Kehoe Jr. (Chair)
Dan Jr. handed out copies of the draft Glastonbury's Declaration of Covenants with William Smith's comments highlighted. The board voted to meet Friday, March 2 at 7 p.m. at Golden Ratio Woodworks to discuss William's comments on the Covenants.

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair)
Eric reported that Jim Tarpey sent a letter to the Church Universal and Triumphant Board suggesting that the Church donate 20 acres from North and South Glastonbury to GLA (in addition to the 20 acres transferred to the TCs) for recreation purposes.

3.7 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG) No report

4. Other Business

4.1 Weed Control
Philip reported that he talked with Clay Williams from Park County about weed control in North and South Glastonbury. Philip will draft a letter to Mr. Williams about GLA's weed control program. He will be taking a tour of both North and South Glastonbury to locate areas where more control is needed.

The meeting was adjourned at 9:20 p.m. with no further business

The next meeting will be held March 5, 2001 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS
- David to send out copies of the corrected Annual Meeting Minutes to landowners.
- Ordering and placement of "Private Road" sign to Alexander's parcel in North Glastonbury.
- Send letter to GLA's attorney re. paving of Glastonbury roads.
- George to investigate methods of funding paving of roads.
- Christine to write letters regarding Graafland's official complaint letter.
- Philip to draft letter to Clay Williams at Park County re. GLA noxious weed program.

File: MtgMins 02 05 01.doc
Revised: 2/26/01, 3/11/01
Amended: 3/05/01

2001-02-05_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of February 4, 2001

	Feb 4, '01
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	19,165.12
1st National Bank Savings	57,815.39
Total Checking/Savings	76,980.51
Accounts Receivable	
Accounts Receivable	110,046.01
Total Accounts Receivable	110,046.01
Other Current Assets	
Undeposited Funds	176.00
Total Other Current Assets	176.00
Total Current Assets	187,202.52
TOTAL ASSETS	**187,202.52**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	108,955.77
Net Income	66,520.24
Total Equity	187,202.52
TOTAL LIABILITIES & EQUITY	**187,202.52**

GLA 01009

Memo To: GLA Board & MP Committee Memebers
From: Daniel Kehoe, Jr.
MP Committee Chair
Date: January 28, 2001

In order to bring everyone up to date on the Master Plan discussions and in preparation for the joint MP Committee/GLA Board MP meeting, I have copied the MPs for North and South with William Smith's notes for your study. These notes reflect William's different discussions with Edward Francis, the CUT Board and a CUT committee that was studying the MP.

I'm also enclosing copies of a letter to Patrick Wolberd and the GCPC, the GLA's forerunner, and several CUT letters to and from the GLA. The first letter has underlines and notes that are not for editorial purposes, it was the only copy I have. I'm looking for a clean copy. These letters are good timelines of the promises and agreements from which the GLA Board has been acting in good faith regarding our steps to mold a MP in keeping with the Church's original intent for the parcels removed from or never brought into the Glastonbury Covenants.

On November 6th of last year, William reported the thinking of the Church Board in regards to the Master Plan to the GLA Board. On the positive side, the Church could see putting the former reserved lands of Glastonbury North into the MP. On the downside, they acted as if they had not seen any of these previous letters from the Church and did not appear to be willing to put either the Lindorfer property or the 20 some parcels in low Glastonbury South under the Covenants. I feel that when the Church Board becomes aware of Glastonbury's history they will act in a more honorable and good faith way towards fulfilling the promises of the past.

For the GLA's part, I think one simple, however large scale, change that the GLA makes is to place the parcels across the creek in low South back into residential designation similar to the adjacent parcels (5 tracts from 20 acre parcels). This would move it out of Village Center designation and back into its original residential designation. Any cluster building or schools (large ones that is) that would be planned in that area would be done with waiver requests on a case by case basis.

The GLA's next Board meeting is February 5th. While we won't have time to go over the MP, we will be able to line up a date for a Master Plan meeting. The most likely dates are Feb 8th or 9th (Thur & Fri) or the following Thursday or Friday (15th or 16th). Please get back to me by email (DanKehoe2@aol.com) or at the Board meeting as to which date will be best. Friday would probably be best since it isn't followed by a workday.

2001-03-05_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 5, 2001

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by Eric, 7:10 p.m., at Golden Ratio Woodworks. Eric gave the opening prayer.

PRESENT: Eric Newhouse (President), George Makris (Vice-Present), Jim Phipps (Treasurer), David Tonkin (Secretary), Bruce Ganje, Christine Johnston, Dan Kehoe, Jr., Jon Olson, Ian Scott, Robert Wallace, and Walter Wunsch

ABSENT: Philip Hoag

PROXIES: Philip Hoag to Eric Newhouse

ALSO ATTENDING: Rudy Parker (Bookkeeper), Davies Anderson (Master Plan Committee Member), Pedro Pinardo

2. **Reading and Disposition of the Minutes**

Reviewed the meeting minutes for February.

MOTION: Dan, Jr. moved and Bruce seconded to accept the February 5, 2001 minutes as amended. The motion passed unanimously.

3. **Report of Officers and Committees**

3.1 **Treasurer's Report** Jim Phipps (Treasurer)

Rudy presented the balance sheet for March 2001. He noted that out of the $94,357 in accounts receivable, $54,000 is for the year 2001 assessments, $12,000 is for year 2000 assessments and the rest, $28,000, is for assessments for previous years. The board discussed imposing new liens to include interest. It was noted that interests are automatically included. Jim is planning to talk with our attorney about the details of filing liens on properties where assessments have not been paid.

3.2 **Architecture Subcommittee** Robert Wallace (Chair)

Robert presented a letter from Phil Lawson regarding installation of fire reservoir tank in South Glastonbury. Discussed the issue of the County Planning Department requiring individuals to follow requirements that have not been formally approved by the county. Jim reported that the fire reservoir issue is going before the County Board this week and there is a bill before the state legislature that addresses some of our concerns. It appears that the Planning Board is trying to have a no growth policy.

MOTION: George moved and Ian seconded for Eric, George, Dan Jr., and Jim (if available) to talk with our attorney regarding the Planning Commission's restrictive requirements for subdivisions, get his advice on how best to proceed and ask him if we should start a petition in Paradise Valley on the restrictive mandates of the Planning Commission to help resolve the issue. Motion passed.

File: MtgMins 03 05 01.doc
Revised: 3/29/01
Amended: 4/2/01 (as corrected) -FINAL

Robert presented Dan Sr.'s subdivision on Lot 1E, Parcel 37 S to subdivide the lot into three lots. Parcel 37 S had been subdivided before into five lots. The subdivision is still a minor subdivision (a parcel can be subdivided twice and be classified a minor subdivision if each subdivision divides the land into five or less lots) and meets the Master Plan requirements of a minimum of 2 acres per lot.
MOTION: Robert moved and Bruce seconded to accept the subdivision as proposed. The motion passed with one abstention.

3.3 Road Committee Bruce Ganje (Chair) Eric Newhouse (Co-Chair)
Eric introduced Pedro Pinardo's proposal to extend Hesperus Lane south through his Parcel 32 S along the western boundary with Parcel 31 S and 30 S, across the Lindorfer property owned by the Church and intersecting Dry Creek Road. This road would provide a second entrance to Arcturus Drive and a shorter route to parcels 28 S to 47 S. Padro would be willing to grant a 60-foot easement for the road. The board recommended Pedro to (1) get an estimate for the proposed road, (2) talk with the neighbors to determine if they support the action, (3) think about who will pay for the road, maintain it and own it, and (4) return to the board with a proposal.

Eric proposed that GLA purchase a grader. The board reviewed previous discussions on this option. Ian suggested that GLA put out a request to four contractors for yearly bids with specifications and requirements for specific pieces of equipment for the road maintenance work. For ease in administrating, Eric suggested that bids be broken down into various sections of roads that are normally graded one at a time. The board agreed to Ian's proposal.
MOTION: George moved and Dan, Jr. seconded for Bruce and Ian to share chairmanship of the Road Committee with Eric and Walter as members of the Committee. Bruce and Walter would oversee North Glastonbury and Ian and Eric overseeing North Glastonbury. The motion passed.
Because of Ian's and Bruce's positions on the Road Committee, the board agreed to add Ian and Bruce to the list of board members allowed to sign checks.

ACTION ITEM: Purchase and placement of signs on Hercules Road - Tabled
ACTION ITEM: Ordering and placement of sign at Alexander's Parcel in North - Tabled

3.4 Complaint Committee Christine Johnston (Chair)
Christine reported her conversation with the parties involved with Graafland's complaint re: ATVs and presented three letters addressing the issue. (see attached) The board approved sending the letters.

Eric reported on Philips and his meeting concerning Kathleen Ulrich property. They found that Kathleen's sense of cleaning up is to move material behind the house. Her property is filled

File: MtgMins 03 05 01.doc
Revised: 3/29/01
Amended: 4/2/01 (as corrected) -FINAL

with old cars and junk and the second story addition to her house is still half built and reportedly has fallen down several times. Eric noted that GLA has received complaints about the unkempt state of her property for many years.
MOTION: Dan Jr. moved and Christine seconded to talk with our attorney about taking legal action against Kathleen. The motion passed with one abstention.

ACTION ITEM: Shelter reclamation survey – Tabled

3.5 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)
Dan Jr. reported on the Master Plan Committee's recommendation to focus on including the village center areas in the Master Plan and to leave working out the details of some of William Smith's comments until later. Last year, William Smith submitted some comments on the Master Plan to GLA and spoke of the Church Universal and Triumphant Board's desire to delete the village center areas and some of the reserve land from the Master Plan. Dan reported that the Master Plan Committee thought that deleting the village areas from the Master Plan would be a fundamental change from what was agreed upon by Edward Francis and the Church previously, and that it would significantly affect the value of the Glastonburys. Dan presented a letter to the Church for approval. (see attached) It was suggested allow board members to wait until Wednesday evening to make comments on the proposed letter.
MOTION: George moved and David seconded to approve the letter (as modified through comments received by Dan Jr.) on Wednesday, March 7th. The motion passed.

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair)
Robert reported his conversation with the Elders of Church Universal and Triumphant. He presented a letter that he proposed we send to the presidents of the Church regarding the Church donating land to GLA for recreational purposes. The board agreed that the letter should be a personal letter from Robert.

3.7 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG) No report

4. Other Business

4.1 Weed Control No report

The meeting was adjourned at 9:30 p.m. with no further business.

The next meeting will be held April 2, 2001 at Golden Ratio Woodworks, 7 p.m.

File: MtgMins 03 05 01.doc
Revised: 3/29/01
Amended: 4/2/01 (as corrected) -FINAL

NEW ACTION ITEMS

- David to send out copies of the corrected Annual Meeting Minutes to landowners.
- Eric, George, Dan Jr. to meet with attorney to discuss 1) Kathleen Ulrich's situation and 2) the actions of the Planning Commission.
- Jim to meet with attorney to discuss filing liens.
- Dan Jr. to send letter to Church re: Master Plan.
- Christine to send letters re: Graafland's complaint.

File: MtgMins 03 05 01.doc
Revised: 3/29/01
Amended: 4/2/01 (as corrected) -FINAL

2001-03-05_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of March 5, 2001

	Mar 5, '01
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	33,426.32
1st National Bank Savings	58,037.41
Total Checking/Savings	91,463.73
Accounts Receivable	
Accounts Receivable	94,357.01
Total Accounts Receivable	94,357.01
Total Current Assets	185,820.74
TOTAL ASSETS	**185,820.74**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	108,955.77
Net Income	65,138.46
Total Equity	185,820.74
TOTAL LIABILITIES & EQUITY	**185,820.74**

GLA 01017

Glastonbury Landowners Association

March 5, 2001

Christine Johnston
GLA Board Member
P.O. Box 967
Emigrant, Montana 59027
406-333-4074

Pieter and Caroline Graafland
1605-8610 Jasper Ave.
Edmonton, AB, T5H 3S5
Canada

Re: Notification of Complaint Filed

Dear Pieter and Caroline,

Thank you for taking the time to communicate your concerns regarding the use of All Terrain Vehicles on Glastonbury land. The Glastonbury Landowners Association has jurisdiction on Glastonbury roads, but does not have jurisdiction on the roads or driveways on private property. I checked with Park County in reference to their laws for the use of ATV vehicles. The vehicles and driver must be licenced and the vehicle must be registered and then they can be used on both paved and unpaved roads. They can be used on Park Service roads without either being licensed or registered.. I have included the letters to both the Macann family and the Gelderloos family. I have spoken to both families and they are willing to comply with the following restrictions for the use of All Terrain Vehicles which we have indicated:

1) the vehicles must be licenced and registered
2) the driver must be licensed
3) the rules of the road must be followed (speed limits, stop signs etc.)
4) ATV vehicles may not be used on private property without owners permission

I did speak with Mrs. Wortelboer. She said there may have been a misunderstanding, because she did not actually see an incidence with the ATV vehicles, she only saw them near the location of the high voltage electrical transformer. Nonetheless, after speaking with both families, I do believe their will be compliance. If you find there are any further disturbances in this regard, please feel free to contact me.

Sincerely,

Christine Johnston

Glastonbury Landowners Association

February 26, 2001

Christine Johnston
Board Member
P.O. Box 967
Emigrant, Montana 59027
406-333-4074
christine_e_johnston@yahoo.com

Michael and Janice McCann
P.O. Box 983
Emigrant, Montana 59027

Dear Michael and Janice,

I am sending you the letter the Glastonbury Landowners Association received which I spoke with you about in our phone conversation on February 26. In our conversation, you agreed to speak with you boys regarding their use of all terrain vehicles and the formal complaint which has been made by the Graaflands. Although the Glastonbury Landowners Association does not regulate the issues of the All Terrain Vehicles on private property, we do regulate the Glastonbury roads and therefore ask that only licenced drivers use the vehicles within the posted speed limits and abide by all other rules of the road and that the vehicles are licenced and registered. You stated that you agreed with these conditions and would address with your sons not using the vehicles on private property other than your own.

Thank you for your willing cooperation in this matter.

Sincerely,

Christine Johnston

cc: North Glastonbury Teaching Center
cc: Pieter and Caroline Graafland
cc: Pouwel and Marian Gelderloos

Glastonbury Landowners Association, Inc.
P. O. BOX 312
EMIGRANT, MT 59027

Letter of Nonconformance

William Smith
Church Universal and Triumphant
P. O. Box 5000
Corwin Springs, MT 59030

March 5, 2001

Dear William,

The GLA is concerned that four of Church Universal and Triumphant subdivisions - on Parcels 25 and 53 of Glastonbury South and Parcels 53 and 54 in Glastonbury North - have not been sent to the GLA for approval. Several GLA Board members have spoken with you in August of last year requesting the application paperwork, but we still have not seen any applications yet.

Section 9 of the Restated Covenants directs that all subdivision plans are to be submitted to the GLA for preliminary approval and that no subdivision or certificate of survey or plat is of any force or effect without the GLA's approval of the subdivision.

Per Section 10.02 Enforcement of the Covenants, the Glastonbury Landowners' Association is formally requesting that the Church file an application for these subdivisions and bring these subdivisions into compliance with the Covenants. The Covenants allow a grace period of fifteen (15) days to bring the property into compliance. Failing to come to an amicable adherence to the Covenants by landowners, the GLA's only recourse is to seek injunctive relief through the Park County District Court. Court actions are expensive and the GLA would rather not have to use the courts, but would rather see this matter dealt with in a more neighborly attitude.

Please address this matter immediately and provide the GLA with a subdivision application. Our next GLA Board meeting is April 2nd, so please send it in time for us to review it prior to the meeting so that we can approve it at the meeting.

Sincerely,

Robert Wallace
Chairman, Architectural Subcommittee

cc: Jim Tarpey

2001-04-02_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 2, 2001

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by Eric, 7:20 pm, at Golden Ratio Woodworks. Robert Wallace gave the opening prayer.

PRESENT: Eric Newhouse (President), George Makris (Vice-Present), Jim Phipps (Treasurer), Bruce Ganje, Dan Kehoe, Jr., Ian Scott, Robert Wallace and Walter Wunsch

ABSENT: Philip Hoag, David Tonkin (Secretary), Christine Johnston

PROXY: David Tonkin to Jim Phipps

ALSO ATTENDING: Rudy Parker (Bookkeeper), Rosie Moonheart

2. **Reading and Disposition of the Minutes**

MOTION: Dan Kehoe, Jr. made the motion that the minutes of the last meeting be approved as corrected. This was seconded by George Makris. The motion passed unanimously.

3. **Report of Officers and Committees**

3.1 Treasurer's Report: Jim Phipps (Treasurer)

Rudy Parker reviewed GLA financial status. Jim Phipps suggested that we invest a sum of $40,000 in 90-day CDs if there would be no immediate need of cash. This resulted in a review of road maintenance activities to be conducted soon. It was determined that there would be no requirement for large amounts of cash within the next 90 days and approval was given to purchase the CDs.

3.2 Architecture Committee: Rosie Moonheart presented her plans to build a chicken coop on her property and was asking approval to proceed. This was discussed and the following motion was made.

MOTION: The proposed hen house is approved on South Glastonbury 35D following the landowner first obtaining approval of the neighbors. This was seconded by Robert Wallace and approved unanimously.

The Church has not submitted subdivision plans to the Architecture Committee for approval prior to proceeding with subdividing some of their property within Glastonbury. Eric has discussed this with both William Smith and Jim Tarpey. Last month Robert Wallace sent a letter to the Church requesting that they submit plans to the GLA for approval. We have not yet received a response.

3.3 Road Committee Report: There was a discussion as to what we should be doing to maintain and improve the community roads, including using mag chloride, oiling, asphalt, etc. It was decided that we will compose a letter to the landowners asking if they would be agreeable to paying an additional assessment to pave some portions of the roads. George Makris will compose the letter.

3.4 Complaint Committee: Kathleen Ullrich Property: Eric reported on the discussions he had with our attorney as to what we can do legally--within the requirements of the Glastonbury Covenants--to enforce the cleanup of her property. He is to inform us of the options open to us after his review. Eric has informed Kathleen that she should submit a construction plan for her continued development, but he has not hear back from her.

3.5 Land Use Master Plan Committee: No report.

3.6 Recreation Committee: No report.

3.7 Ombudsman Report: No report.

The meeting adjourned at 9:34 p.m.

The next meeting will be held May 9, 2001 at Golden Ratio Woodworks, 7 p.m .

2001-04-02_BDGNAUX.pdf

2001-05-09_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 9, 2001

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by Eric, 7:15 pm, at Golden Ratio Woodworks. Bruce gave the opening prayer.

PRESENT: Eric Newhouse (President), Jim Phipps (Treasurer), David Tonkin (Secretary), Bruce Ganje, Philip Hoag, Dan Keyhoe Jr., Robert Wallace

ABSENT: George Makris, Christine Johnston, Jon Olson, Ian Scott, and Walter Wunsch

PROXIES: George Makris to Dan Keyhoe

ALSO ATTENDING: None

2. **Reading and Disposition of the Minutes:**

The April meeting minutes were distributed. Approval of the minutes was tabled

3. **Report of Officers and Committees**

3.1 **Treasurer's Report** Jim Phipps (Treasurer)

Jim reported that he bought two treasurer bonds worth $40,000. He rented a safe deposit box in which to place them. He also was able to obtain legal descriptions for the subdivisions in Glastonbury in preparation to file liens. The board discussed the problems of filing liens on properties owned as tenancy-in-common. The liens will have to be against all individuals who own the property even if only one of the individuals is in arrears on their assessments. Jim reported that he received payment from an individual who owed a significant amount on unpaid back assessments.

3.2 **Architecture Subcommittee** Robert Wallace (Chair)

Jim presented an agreement with George Makris (owner of Parcel 20-S), Paradise Valley Volunteer Fire Department, Glastonbury and Park County stating that if GLA installs a 10,000 gallon reservoir on Parcel 20 S, it will satisfy Park County's Planning Board's restrictions on subdivisions in South Glastonbury.

MOTION: Dan Jr. moved and Robert seconded to accept the document and to authorize Eric to get the parties to sign the agreement and invest up to $2,500 for the construction of the reservoir. The motion passed.

Robert presented before the board five subdivisions for GLA approval. The subdivisions were for:

- Preliminary approval of subdividing Parcel 42-N.
- Final approval of subdividing Parcel 25-S pending final inspection.
- Preliminary approval of subdividing Parcel 64-S.
- Final approval of subdividing Parcel 43-S.
- Final approval of subdividing Parcel 53-S.

It was agreed to approve the subdivisions as presented pending full payment of all assessments. Dan Jr. noted that with final approval of Parcel 25-S subdivision, we need to file a lien on Hazen's property for unpaid back assessments.

3.3 Road Committee Bruce Ganje (Chair), Eric Newhouse (Co-Chair)
Eric reported that he recently talked with John Alexander. The board agreed to write a letter to John that he cannot block Glastonbury roads.

3.4 Complaint Committee Christine Johnston (Chair)
Eric reported on his inspection of Kathleen Ullrich's progress in cleaning up her property. Some progress has been made but not nearly enough to constitute compliance. The board decided to write up a detailed list of what is in non-compliance and send it to Kathleen Ullrich.

Eric reported on William Pitt's nuisance compliant against Robert Riddle for riding a snowmobile in front of William's house on Sagittarius Skyway. The board agreed that riding snowmobiles cannot be banned in high South Glastonbury because the roads up there are considered mountain roads that may not be plowed in the winter. Philip suggested that we write a letter to William Pitt stating (1) we cannot restrict use of normal snowmobile riding in high South because we do not guarantee the roads will be plowed, and (2) Pitt cannot obstruct passage of others on any Glastonbury roads, including Sagittarius Skyway.

3.5 Land Use Master Plan Committee Dan Kehoe Jr. (Chair)
Discussed the need to file an injunction against the Church from selling any of the restricted land they own which is listed as part of the village areas of both North and South Glastonbury in the original documentation for Glastonbury and letters from the Church.

MOTION: Dan Jr. moved and Philip seconded to find an attorney who can file an injunction against the Church, get an opinion on the issue, obtain a cost estimate and then contact everyone on the board to determine if we should file the injunction. The motion passed. Dan Jr. will follow through with the motion.

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair) No report

3.7 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG) No report

4. Other Business

4.1 Weed Control Philip Hoag reported that he met with Clay Williams of Park County and toured North Glastonbury. Based on the tour, he and Clay developed a list of parcels where noxious

weeds need to be controlled in North Glastonbury. Clay will be sending a letter to the owners of these properties stating that they need to address the weed problem. Dan Jr. will ask if Dan Sr. is willing to tour South Glastonbury with Clay Williams and develop a list of parcels in South Glastonbury that have a weed control problem.

MOTION: Jim moved and Philip seconded to extend the weed control support program another year. The motion passed.

Philip agreed to take over the management of the program.

The board agreed to contract out the spraying of Glastonbury roads for noxious weeds.

The meeting was adjourned at 9:20 p.m. with no further business

The next meeting will be held June 4, 2001 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS

- Eric will review the water reservoir agreement with George Makris and sign it.
- Write a letter to John Alexander stating he cannot block Glastonbury roads.
- Write a letter to William Pitt regarding his compliant.
- Dan Jr. will follow through on approved injunction items.
- Dan Jr. will ask if Dan Sr. will follow up on weed control tour.
- Philip will contract for weed spraying.

File: MtgMins 05 09 01.doc
Revised: 5/19/01
Amended: 6/9/01

2001-05-09_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
PO BOX 312
EMIGRANT, MT 59027

AGREEMENT REGARDING INSTALLATION OF 10,000 GALLON POND ON TRACT 20-A, SOUTH GLASTONBURY

This agreement is to establish consensus with all listed below that a 10,000 gallon pond on Tract 20-A, South Glastonbury, belonging to George Makris will meet the needs of a water supply for the Paradise Valley Fire Department's use in controlling fires on all tracts in Lower South Glastonbury.

Furthermore, once all parties sign this agreement the Glastonbury Landowners Association (GLA) will pay for this installation and organize the contract to do the work, but it must be accepted that the Paradise Valley Fire Service Area will reimburse the GLA for 50% of the final bill. This pond will include a dry hydrant and conform to the Paradise Valley Fire Department's specifications for access and ability to hook to their water trucks and fire trucks to this hydrant. Expences subsequent to the initial installation will be the responsibility of the GLA.

_____ Date_____
GEORGE MAKRIS, Property Owner

_____ Date_____
DAVID RIGLER, Chairman, Paradise Valley Fire Service Area Board of Trustees

_____ Date_____
PHIL LAWSON , Fire Chief, Paradise Valley Fire Department

_____ Date_____
ERIC NEWHOUSE, President Glastonbury Landowners Association

_____ Date_____
ED SCHILLING, Park County Commissioner

_____ Date_____
ED CARRELL, Park County Commissioner

_____ Date_____
DAN B. GUTEBIER, Park County Commissioner

2001-06-09_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 9, 2001

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by Eric, 7:15 pm, at Golden Ratio Woodworks. Dan, Jr. gave the opening prayer.

PRESENT: Eric Newhouse (President), George Makris (Vice-President), Jim Phipps (Treasurer), David Tonkin (Secretary), Bruce Ganje, Philip Hoag, Dan Keyhoe Jr., Ian Scott, Robert Wallace, Walter Wunsch

ABSENT: Christine Johnston, Jon Olson

PROXIES: Jon Olson to Robert Wallace

ALSO ATTENDING: None

2. **Reading and Disposition of the Minutes**

MOTION: Dan, Jr. moved and Robert seconded approval of the April meeting minutes. The motion passed.

MOTION: Dan, Jr. moved and George seconded to approve the May meeting minutes as written. The motion passed.

Reviewed the June 5, 2001 meeting minutes for the special road meeting. Need to have a "Notice of Meeting" waiver signed by all not in attendance of this meeting to document the requirement of notice was waived.

MOTION: Dan, Jr. moved and Robert seconded to approve the June 5, 2001 meeting minutes as amended. The motion passed.

3. **Report of Officers and Committees**

3.1 **Treasurer's Report** Jim Phipps (Treasurer)

Jim suggested that we should be paying John Fanuzzi for use of his building at Golden Ratio (GLA board meetings) and maybe should credit this against his back assessments.

MOTION: Dan, Jr. moved and Philip seconded to pay John Fanuzzi up to $30 for the use of a room in his building for GLA's meetings and apply it to his outstanding assessments. The motion passed. Eric will talk to John about this.

Jim said he is planning to start filing liens on properties with unpaid assessments of over $1,000. There are several like this where the property is held as joint-tenancy-in-common. It was agreed that in these cases, the lien needs to be filed against all tenants even if only one of the tenants was delinquent in their assessments.

MOTION: Philip moved and Bruce seconded to give Jim (1) the right to submit to a collection company any grossly delinquent assessments (one who refuses GLA's mail or there has been no attempt to pay their assessment in the last 2 years and (2) is required to submit to a collection company if they have not made any payments in 3 years. The motion passed.

MOTION: David moved and George seconded that we file liens on any property with delinquent assessments and is for sale. Motion failed.

File: MtgMins 06 09 01.doc
Revised: 8/6/01
Amended: 8/18/01

MOTION: Bruce moved and David seconded that GLA send 1 month prior to submitting an account to a collection company a final bill notice to the owner of the property that is stamped in red "Final Notice" on the envelope. The motion passed.

3.2 Architecture Subcommittee Robert Wallace (Chair)
Robert agreed to check on the road being built in high South Glastonbury

The board agreed for Robert or Eric to write a letter to Park County commissioners stating that according to our covenants any subdivision approved by them that has *not* been approved by GLA is null and void.

MOTION: Dan Jr. moved and Philip seconded to move the water reservoir further down Virgo Way. Motion passed.

3.3 Road Committee Bruce Ganje (Chair), Eric Newhouse (Co-Chair)
Discussed how to finance paving approximately 4.6 miles of Glastonbury roads and that GLA would have to level out the vertical alignment and make any horizontal changes to Dry Creek Road if we wanted these improvements before it is paved.

The board reviewed the motion from the June 5 meeting to pave 2.6 miles of roads in North Glastonbury and provide an equal sum of money to pave South Glastonbury roads. The board agreed to pursue paving 4.6 miles of roads.

3.4 Complaint Committee Christine Johnston (Chair)
The board discussed Kathleen Ullrich's situation. The board agreed it was time to have the county remove her car that she has parked at the bottom of North Glastonbury north entrance. Discussed lack of significant change to the cleaning up of her property.

3.5 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)
Regarding filing an injunction against the Church to prevent them from selling any of the restricted land they own that is listed as part of the village areas of both North and South Glastonbury in the original documentation for Glastonbury and letters from the Church: Dan, Jr. reported that our attorney is not the best person to file injunctions and we should look for another attorney to handle it.

MOTION: Dan, Jr. moved and David seconded to contract an attorney and pay him up to $1,500 to file injunctions against the Church regarding the reserved land they have promised to make a part of the Glastonbury's village centers and against Kathleen Ullrich to allow us to hire someone to clean up her property. The motion passed.

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair)
Eric reported the progress made in having the Church donate some land to GLA for recreational uses.

3.7 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG) No report

4. Other Business

4.1 Weed Control No report

4.2 Secretarial Help The board discussed using Michelle Strykert as office help to assist Jim in filing liens and assist in taking meeting minutes.
MOTION: David moved and Ian seconded to hire Michelle at $12 per hour as an independent contractor for this position. The motion passed with one abstention.

The meeting was adjourned at 10:35 p.m. with no further business

The next meeting will be held July 9, 2001 at Golden Ratio Woodworks, 7 pm.

NEW ACTION ITEMS

- Eric will talk with John Fanuzzi about paying him for GLA's use of a room to hold Board meetings.
- Robert to check on the construction of a private road in high South Glastonbury.
- Robert or Eric to write a letter to Park County informing them that any subdivisions approved by them are null and void unless they are first approved by GLA.
- Dan, Jr. to file injunctions against the Church and Kathleen Ullrich.
- David to hire Michelle Strykert as office help.

2001-06-09_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of June 2, 2001

	Jun 2, '01
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	36,524.33
1st National Bank Savings	33,782.11
Certificate of Deposit 1	20,000.00
Certificate of Deposit 2	20,000.00
Total Checking/Savings	110,306.44
Accounts Receivable	
Accounts Receivable	73,663.99
Total Accounts Receivable	73,663.99
Total Current Assets	183,970.43
TOTAL ASSETS	**183,970.43**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-90.00
Retained Earnings	108,766.57
Net Income	63,477.35
Total Equity	183,970.43
TOTAL LIABILITIES & EQUITY	**183,970.43**

GLA 01036

06/02/01

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through June 2, 2001

	Jan 1 - Jun 2, '01	Jan 1 - Jun 2, '00	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	1,121.96	2,989.14	-1,867.18	-62.5%
Bond Account	-500.00	-10.00	-490.00	-4,900.0%
Finance Charges	193.86	124.70	69.16	55.5%
Interest Income	966.72	1,723.31	-756.59	-43.9%
Land & Dwelling Assessment				
Dwelling Assessment 1998	240.00	0.00	240.00	100.0%
Dwelling Assessment 1999	350.00	1,105.00	-755.00	-68.3%
Dwelling Assessment 2000	1,356.36	10,924.37	-9,568.01	-87.6%
Dwelling Assessment 2001	12,308.67	0.00	12,308.67	100.0%
Golden Age Village Assessment	2,940.00	1,470.00	1,470.00	100.0%
Land Assessment 1998	360.00	319.60	40.40	12.6%
Land Assessment 1999	550.00	1,530.99	-980.99	-64.1%
Land Assessment 2000	1,526.12	18,895.88	-17,369.76	-91.9%
Land Assessment 2001	20,961.79	0.00	20,961.79	100.0%
Total Land & Dwelling Assessment	40,592.94	34,245.84	6,347.10	18.5%
Late Fee/Finance Charge	778.71	439.12	339.59	77.3%
Total Income	43,154.19	39,512.11	3,642.08	9.2%
Expense				
General Repairs & Maintenance				
Equipment Repairs	0.00	28.40	-28.40	-100.0%
Snow Fences	60.00	40.00	20.00	50.0%
Total General Repairs & Maintenance	60.00	68.40	-8.40	-12.3%
Gifts/Appreciation	0.00	500.00	-500.00	-100.0%
Office Expense				
Copying & Mailing	54.80	119.24	-64.44	-54.0%
Miscellaneous	10.00	0.00	10.00	100.0%
Supplies	84.73	0.00	84.73	100.0%
Office Expense - Other	77.01	0.00	77.01	100.0%
Total Office Expense	226.54	119.24	107.30	90.0%
Petty Cash	0.00	80.80	-80.80	-100.0%
Postage	98.66	82.17	16.49	20.1%
Professional Fees				
Accountant	70.00	120.00	-50.00	-41.7%
Bookkeeper	533.40	580.00	-46.60	-8.0%
Legal Council/Service	275.00	50.00	225.00	450.0%
Secretarial	266.25	660.50	-394.25	-59.7%
Total Professional Fees	1,144.65	1,410.50	-265.85	-18.9%
Rental	44.50	199.00	-154.50	-77.6%
Road Repairs & Maintenance				
Grading & Gravelling	3,762.50	38,585.33	-34,822.83	-90.3%
Sanding	245.00	0.00	245.00	100.0%
Snow Plowing	825.00	1,911.25	-1,086.25	-56.8%

GLA 01037

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through June 2, 2001

	Jan 1 - Jun 2, '01	Jan 1 - Jun 2, '00	$ Change	% Change
Surface Binder	0.00	15,360.00	-15,360.00	-100.0%
Road Repairs & Maintenance - Other	0.00	330.45	-330.45	-100.0%
Total Road Repairs & Maintenance	4,832.50	56,187.03	-51,354.53	-91.4%
Taxes				
Income Tax	50.00	189.00	-139.00	-73.6%
Total Taxes	50.00	189.00	-139.00	-73.6%
Water Reservoir	0.00	3,032.00	-3,032.00	-100.0%
Total Expense	6,456.85	61,868.14	-55,411.29	-89.6%
Net Income	**36,697.34**	**-22,356.03**	**59,053.37**	**264.2%**

GLA 01038

2001-July_BDGN.pdf

2001-08-06_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 6, 2001

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by Eric, 7:30 p.m., at Golden Ratio Woodworks. Eric gave the opening prayer.

PRESENT: Eric Newhouse (President), Jim Phipps (Treasurer), David Tonkin (Secretary), Philip Hoag, Christine Johnston, Dan Keyhoe, Jr., Ian Scott

ABSENT: Bruce Ganje, George Makris (Vice President), Jon Olson, Robert Wallace and Walter Wunsch

PROXIES: Bruce Ganje to Eric Newhouse, George Makris to Dan Kehoe, Jr.

ALSO ATTENDING: None

2. Reading and Disposition of the Minutes

MOTION: Philip moved and Christine seconded to approve the June 9, 2001 meeting minutes as amended. The motion passed.

3. Report of Officers and Committees

3.1 Treasurer's Report Jim Phipps (Treasurer)

Jim handed out balance sheet and list of transactions for June and July, 2001. (see attached)

3.2 Architecture Subcommittee Robert Wallace (Chair)

Discussed plans to construct the fire pond required by the county. Discussed authorizing Eric to dig the pond at $50/hour. It was agreed this was too hasty of an action without knowing what kinds of soil conditions exist at the site. Discussed potential weed problems in an open pond. Agreed to authorize Eric to dig a test pit and report back to the board on his findings.

3.3 Road Committee Bruce Ganje (Chair), Eric Newhouse (Co-Chair)

Discussed finances of the paving job. Jensen's paving bill was $288,000, including $8,000 for hauling gravel; Archie Mann's bill was $15,000 for South Glastonbury prep work and approximately $2,400 for prepping North Glastonbury. Discussed Patrick O'Hare's bill for renting his sheepsfoot roller. The bill included hourly cost for the roller, mobilization and demobilization cost and cost to assemble the roller. The board agreed to pay the bill except for the charges for assembling the sheepsfoot. These charges were considered unreasonable. Total cost for the paving was approximately $305,000. Our loan is for $250,000; GLA is paying the rest (approximately $55,000). The Church is paying 1% of the loan yearly for the term of the loan. Eric reported that the County is considering paying us for hauling the gravel (it was really their job to haul the gravel but our time frame prevented them from doing so). The County has verbally agreed to maintain the paving on Dry Creek Road. Discussed writing a letter to the County confirming this. It was suggested to wait writing this letter until the issue of the county paying for the hauling of the gravel is resolved. Reportedly the County is looking into doing some touch-up work on Dry Creek Rd.

File: MtgMins 08 06 01
Revised: 08/18/01
Amended: 9/15/01

Eric submitted two cell phone bills (June and July) which had $354 and $200 of charges beyond his normal 600-minute paid for charges.
MOTION: Philip moved and Ian seconded for GLA to pay these excess charges in Eric's cell phone bills.

Michelle Strykert is expected to send in a bill for her work on the emergency GLA meeting approving the spending of money on paving the roads.

Jim reported that he worked out with the bank to make payments on the loan on a quarterly basis. The Church will be paying their 1 % of the loan on a yearly basis.
MOTION: Jim moved and Dan, Jr. seconded to approve making quarterly loan payments. Motion passed.

The bank is requesting three individuals to be co-signers for the loan. Two private individuals from North Glastonbury have agreed to be two of the co-signers. Ian was to be third, but he is not sure he can do it. The board agreed to try and have just two co-signers. The bank wants the GLA president and the treasurer to sign the loan for GLA.
MOTION: Philip moved and Ian seconded to authorize Eric and Jim to finish the negotiations for the loan and sign it. The motion passed.

The bank wants a list of the landowners so they can mail out a sales flyer. Jim objected to giving the list and noted we have not done so for the Church. There are individuals who want to keep their names off of such lists. It was agreed that we could include flyers from the bank if they would like to give them to us for our next major mailing.

3.4 Complaint Committee Christine Johnston (Chair) No Report

3.5 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)
Dan, Jr. reported that he contacted attorney Chris Williams about filing an injunction against the Church. Chris said the wording in the letters that Edward Francis and others from the Church used (regarding restricted land was to be for the village areas of both North and South Glastonbury) is too vague to file an injunction. Dan will work on a letter to the Church with copies to the Church board members and Elders addressing our concerns.

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair)
Eric presented the warrantee deed from the Church for 20 acres in North Glastonbury deeded to GLA for recreational purposes. Ian reported that he received approximately $3,000 in donations to pay for the first part of the development of the land. The first items that need to be completed are to drill a well and build a soccer field.

MOTION: Dan, Jr. moved and Ian seconded to open a bank account under the name "Paradise Valley Recreation Center" (PVRC) to deposit the donated money for the recreation committee with the authorized signatures for the account to be Eric Newhouse, Ian Scott, Robert Wallace and Jim Phipps. There was a discussion about whether there should be a separate account and whether the land committee should be separate from GLA. Eric reported they are talking to individuals outside of Glastonbury and the name "Glastonbury" would hinder donations from some individuals. It was agreed the name would be temporary until further discussion. The motion passed.

Discussed the need to have liability insurance for the recreation facilities. The insurance should cover people playing volleyball, soccer and baseball to start.

3.7 Ombudsman Report Regina Wunsch (SG) Margaret Glenn (NG) No report

4. Other Business

4.1 Election Committee
MOTION: Dan, Jr. moved and Ian seconded for Christine Johnson and Philip Hoag to be on the election committee. The motion passed.

4.2 Weed Control
Eric reported that he purchased a tractor and mower that can be used to cut the weeds along the edges of Glastonbury roads.

The meeting was adjourned at 9:30 p.m. with no further business.

The next meeting will be held September 10, 2001 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS

- Eric will dig an inspection pit where the new fire fighting pond will be constructed to check on soil conditions.
- Eric and Jim will finish negotiating the loan with the bank and sign it.
- Dan, Jr. will write letter to Church regarding the village areas.
- Jim will start a new account with the bank for developing the recreation land.
- David to hire Michelle Strykert as office help.

File: MtgMins 08 06 01
Revised: 08/18/01
Amended: 9/15/01

2001-08-06_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of August 5, 2001

	Aug 5, '01
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checki...	51,651.35
1st National Bank Savings	34,024.07
Total Checking/Savings	85,675.42
Accounts Receivable	
Accounts Receivable	68,037.49
Total Accounts Receivable	68,037.49
Total Current Assets	153,712.91
TOTAL ASSETS	**153,712.91**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	108,766.57
Net Income	33,219.82
Total Equity	153,712.91
TOTAL LIABILITIES & EQUITY	**153,712.91**

GLA 01045

08/05/01

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through August 5, 2001

	Jan 1 - Aug 5, '01	Jan 1 - Aug 5, '00	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	1,121.96	2,989.14	-1,867.18	-62.5%
Bond Account	-500.00	-10.00	-490.00	-4,900.0%
Finance Charges	205.86	124.70	81.16	65.1%
Interest Income	1,707.30	2,564.06	-856.76	-33.4%
Land & Dwelling Assessment				
Dwelling Assessment 1998	240.00	0.00	240.00	100.0%
Dwelling Assessment 1999	390.00	1,189.00	-799.00	-67.2%
Dwelling Assessment 2000	1,608.03	11,935.87	-10,327.84	-86.5%
Dwelling Assessment 2001	14,610.34	0.00	14,610.34	100.0%
Golden Age Village Assessment	2,940.00	1,470.00	1,470.00	100.0%
Land Assessment 1998	360.00	319.60	40.40	12.6%
Land Assessment 1999	710.00	1,614.99	-904.99	-56.0%
Land Assessment 2000	2,024.45	20,303.87	-18,279.42	-90.0%
Land Assessment 2001	23,560.12	0.00	23,560.12	100.0%
Total Land & Dwelling Assessment	46,442.94	36,833.33	9,609.61	26.1%
Late Fee/Finance Charge	835.05	439.12	395.93	90.2%
Total Income	49,813.11	42,940.35	6,872.76	16.0%
Expense				
General Repairs & Maintenance				
Equipment Repairs	0.00	28.40	-28.40	-100.0%
Snow Fences	60.00	40.00	20.00	50.0%
Weed Control	1,448.00	0.00	1,448.00	100.0%
Total General Repairs & Maintenance	1,508.00	68.40	1,439.60	2,104.7%
Gifts/Appreciation	72.02	500.00	-427.98	-85.6%
Insurance/Liability	4,625.51	4,550.53	74.98	1.7%
Office Expense				
Copying & Mailing	54.80	127.51	-72.71	-57.0%
Miscellaneous	10.00	0.00	10.00	100.0%
Supplies	154.71	0.00	154.71	100.0%
Office Expense - Other	77.01	0.00	77.01	100.0%
Total Office Expense	296.52	127.51	169.01	132.6%
Petty Cash	0.00	236.05	-236.05	-100.0%
Postage	160.18	84.15	76.03	90.4%
Professional Fees				
Accountant	70.00	120.00	-50.00	-41.7%
Bookkeeper	901.04	678.00	223.04	32.9%
Legal Council/Service	715.58	50.00	665.58	1,331.2%
Secretarial	608.50	751.00	-142.50	-19.0%
Total Professional Fees	2,295.12	1,599.00	696.12	43.5%
Rental	44.50	199.00	-154.50	-77.6%
Road Repairs & Maintenance				
Grading & Graveling	7,697.50	49,322.53	-41,625.03	-84.4%

GLA 01046

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through August 5, 2001

	Jan 1 - Aug 5, '01	Jan 1 - Aug 5, '00	$ Change	% Change
Paving	20,233.45	0.00	20,233.45	100.0%
Sanding	245.00	0.00	245.00	100.0%
Snow Plowing	825.00	1,911.25	-1,086.25	-56.8%
Surface Binder	0.00	15,360.00	-15,360.00	-100.0%
Road Repairs & Maintenance - Other	0.00	330.45	-330.45	-100.0%
Total Road Repairs & Maintenance	29,000.95	66,924.23	-37,923.28	-56.7%
Taxes				
Income Tax	50.00	189.00	-139.00	-73.6%
Total Taxes	50.00	189.00	-139.00	-73.6%
Water Reservoir	0.00	3,840.75	-3,840.75	-100.0%
Total Expense	38,052.80	78,318.62	-40,265.82	-51.4%
Net Income	**11,760.31**	**-35,378.27**	**47,138.58**	**133.2%**

GLA 01047

TRANSACTIONS JUNE 1 THROUGH JULY 31, 2001

Date	Check	Transaction	Amount
6-4		Deposit	+$2710.00
6-5	335	Archie Mann, NG roadwork	-$2460.00
6-5	336	Guardian Title, copies of recorded documents	-$80.00
6-7	337	Rudy Parker, Bookkeeping service	-$499.14
6-7	338	Western States Insurance	-$4,625.51
6-7	339	Jim Phipps, Loan & Lien related tasks	-$327.75
6-7	340	Personalize It, Rubber stamp	-$14.50
6-18	341	Berg Law Firm, Invoice #41841, Phone conversations, Paving related	-$163.58
6-18	342	Archie Mann , N G road work	-$1475.00
6-26	343	Philip Hoag, Invoice #06252001 Paving related expense	$340.00
6-28	344	Eric Newhouse, Paving related expense	-$1500.00
6-29	345	The Peak, Flagman meals	-$160.25
7-2	346	Arrowhead Pest Mgt. N&SG road spraying	-$1,448.00
7-2	347	Newhouse construction, Invoice #236 Paving related expence	-$3,010.00
7-3		Deposit, Cash CD's	+$40,000.00
7-3		Deposit, CD interest	+$498.63
7-12	348	Newhouse Construction,Paving related	-$668.20
7-12	349	Philip Hoag, Paving related	-$140.00
7-20		Deposit	+$3,926.00
7-23	350	Berg Law Firm, Invoice #42180 Paving related	-$197.00
7-23	351	Eric Newhouse, Ribbon cutting expense	-$72.02
7-23	352	Archie Mann Excavating, NG Road Prep	-$2,415.00
7-23	353	Archie Mann Excavating SG Road prep	-$12,000.00

GLASTONBURY LANDOWNERS ASSOCIATION
2000 OFFICERS AND DIRECTORS

President	Daniel Kehoe Jr.	Box 499 Emigrant, MT 59027	131 Arcturus Drive, Emigrant, MT
Vice President	Eric Newhouse	Box 967 Emigrant, MT 59027	11 Scenic Lane, Emigrant, MT
Secretary	David Tonkin	Box 111 Emigrant, MT 59027	185 Hercules, Emigrant, MT
Treasurer	James Phipps	Box 417 Emigrant, MT 59027	17 Gemini Road, Emigrant ,MT
Directors			
	Andrew Field	Box 500 Emigrant,MT 59027	10 Scorpio Way, Emigrant, MT
	Philip Hoag	Box 206 Emigrant, MT 59027	85 Tarus Road, Emigrant, MT
	Christine Johnson	Box 907 Emigrant, MT 59027	15 Virgo Way, Emigrant, MT
	Daniel Kehoe Sr.	Box 436 Emigrant, MT 59027	123 Arcturus Drive, Emigrant,MT
	Jon Olson	Box 380 Emigrant, MT 59027	260 Capricorn Drive, Emigrant, MT
	Marie Scoble	Box 1686 Emigrant, MT 59027	176 Capricorn Drive, Emigrant.MT
	Robert Wallace	Box 547 Emigrant, MT 59027	19 Venus Way, Emigrant, MT
	Walter Wunsch	Box 36 Emigrant, MT 59027	27 Polaris Way, Emigrant, MT

GLASTONBURY LANDOWNERS ASSOCIATION
2001 OFFICERS AND DIRECTORS

President	Eric Newhouse	Box 967 Emigrant, MT 59027	11 Scenic Drive, Emigrant, MT
Vice President	George Markis	Box 377 Emigrant, MT 59027	14 Virgo Way, Emigrant, MT
Secretary	David Tonkin	Box 111 Emigrant, MT 59027	183 Hercules, Emigrant, MT
Treasurer	James Phipps	Box 417 Emigrant, MT 59027	17 Gemini Road, Emigrant, MT
Directors			
	Bruce Gange	Box 193 Emigrant, MT 59027	24 Agula Lane, Emigrant, MT
	Philip Hoag	Box 206 Emigrant, MT 59027	85 Tarus Road, Emigrant, MT
	Christine Johnson	Box 907 Emigrant, MT 59027	15 Virgo Way, Emigrant, MT
	Daniel Kehoe Jr.	Box 499 Emigrant, MT 59027	130 Arcturus Drive, Emigrant, MT
	Jon Olsen	Box 380 Emigrant, MT 59027	260 Capricorn Drive, Emigrant, MT
	Ian Scott	Box 1137 Emigrant, MT 59027	243 Capricorn Drive, Emigrant, MT
	Robert Wallace	Box 547 Emigrant, MT 59027	19 Venus Way, Emigrant, MT
	Walter Wunsch	Box 36 Emigrant, MT 59027	27 Polaris Way, Emigrant , MT

jp1109490@ONEMIN.COM

From: John T. Glover, Jr. <johnglover@montana.com>
To: James Phipps <ajp@mcn.net>
Sent: Tuesday, July 24, 2001 8:38 AM
Subject: Re: Mail

I did check the packet I received from you to see if pages were stuck together, but no luck. I don't have the 2000 officer/director list or the affidavit. Sorry. I will look forward to getting the financial statement in a day or so. Thanks.

----- Original Message -----
From: James Phipps
To: John Glover
Sent: Monday, July 23, 2001 6:05 PM
Subject: Mail

John- Please check your mail again. The package I mailed to you had a list of Officers for both 2000 and 2001. It also contained the package submitted to the State for forming a nonprofit corporation.

The financial statement was mailed this morning.

Jim

jp1109490@ONEMIN.COM

From: John T. Glover, Jr. <johnglover@montana.com>
To: James Phipps <ajp@mcn.net>
Cc: <enewhouse@mcn.net>
Sent: Monday, July 23, 2001 2:44 PM
Subject: GLA

Jim - Received your mailing. Can you provide me with a similar list of the officers and directors for 2000?

Also, by way of a checklist, I still need a current financial statement for the Association and a copy of the affidavit, if any, submitted to the MT Dept. of Revenue (If you cannot find any such affidavit let me know and I will have Eric sign another one). I need the last two documents in order to get the Tax Clearance Certificate from the Dept. of Revenue which I need in order to file the Reinstement Application with the Secretary of State. Chicken and egg thing and alot of red tape, you see.

Thanks.

JTG

Fax Transmission
Page 1 of 3

Memo To: David Tonkin
From: Daniel Kehoe
Date: June 27, 2001

RE: GLA

Enclosed is the Resolution with edits by the Board (paragraph 2) and the changes the lawyer, John Glover, had. I'm also sending his cover letter FYI. I'll give you the originals for our records at the next Board meeting,
Daniel

BERG, LILLY & TOLLEFSEN, P.C.
A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

MICHAEL J. LILLY
GIG A. TOLLEFSEN
RIENNE H. McELYEA
DANIEL F. BUCKLEY
JOHN T. GLOVER JR.

JOHN P. NESBITT

OF COUNSEL:
BEN E. BERG, JR.

1 WEST MAIN ST.
BOZEMAN, MONTANA 59715

TELEPHONE: 406-587-3181
FAX: 406-587-3240

Fax Transmission

To:	**Daniel Kehoe, Jr.**	**From:**	**John T. Glover, Jr.**
Company:		**Date:**	**June 27, 2001**
FAX#:	**522-1503**		

You should receive 2 pages including this one.
If you do not receive all pages, please call Lisa at 406-587-3181.

Message: RE: Resolution

Dan - I hope you can read my handwritten notes. If not, call. These changes are really housekeeping in nature and more style over substance.

The 147 who did not attend the meeting or mail in a vote were "absent." Any members who attended but did not vote either way "abstained." There is a difference. There is no need to mention the number of members who were absent since it can be calculated by the number of votes cast at the meeting. I had thought to eliminate the reference to the 147 abstaining, but then changed my mind; the Resolution should show that zero abstained.

Glad you got it worked out.

JTG

UNLESS OTHERWISE INDICATED, THE INFORMATION CONTAINED IN THIS FACSIMILE MESSAGE IS INFORMATION PROTECTED BY THE ATTORNEY-CLIENT AND/OR ATTORNEY-WORK PRODUCT PRIVILEGES. IT IS INTENDED ONLY FOR THE INDIVIDUAL NAMED ABOVE, AND THE PRIVILEGES ARE NOT WAIVED BY VIRTUE OF THIS HAVING BEEN SENT BY FACSIMILE. IF THE READER OF THIS FACSIMILE, OR THE EMPLOYEE OR AGENT RESPONSIBLE TO DELIVER IT TO THE NAMED RECIPIENT, IS NOT THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THE COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE IMMEDIATELY NOTIFY US BY TELEPHONE AND RETURN THE ORIGINAL MESSAGE TO US AT THE ABOVE ADDRESS VIA THE U.S. POSTAL SERVICE. WE WILL PROMPTLY REIMBURSE YOU FOR THE TELEPHONE AND POSTAGE EXPENSE. THANK YOU.

2001-09-10_BDGN.pdf

FINAL

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 10, 2001

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by Eric, 7:15 p.m., at Golden Ratio Woodworks. Bruce gave the opening prayer.

PRESENT: Eric Newhouse (President), Jim Phipps (Treasurer), David Tonkin (Secretary), Philip Hoag, Christine Johnston, Dan Kehoe, Jr., Ian Scott, Walter Wunsch

ABSENT: George Makris (Vice-President), Jon Olson

PROXIES: George Makris to Dan Kehoe, Jr.

ALSO ATTENDING: Svend Anderson, Mary Boudreau, Pouwell Gelderloos, Arlene Hoag, Charlotte Mizzi, Elizabeth Thorpe, Cheryl Upshaw and Uri Dowbenko.

2. **Reading and Disposition of the Minutes**

MOTION: Jim moved that we read meeting minutes at the meetings rather than send them out before each meeting. The board discussed this option and decided not to act on the motion. David read the August meeting minutes.

MOTION: Dan moved and Bruce seconded to approve the August meeting minutes as amended. The motion passed.

3. **Report of Officers and Committees**

3.1 Treasurer's Report Jim Phipps (Treasurer)

Jim passed out two handouts: "Transactions - August 1 Through September 6, 2001" and "GLA Balance Sheet, as of Sept. 8, 2001." (see attached) He reported that the paving figure on page 2 of the Balance Sheet may not include everything related to paving and that some items may be located under other categories.

Jim reported that he opened an account for the recreation committee and deposited the donations that we have received. He said he believed GLA needed to create a set of bylaws for the committee. The board agreed to send out thank you letters to those who had made contributions.

Jim reported that the loan for the paving was a 15-year $250,000 loan at 8.5% interest. The quarterly payments are $7,556.32. If we desire, we can change our quarterly payments to yearly. The interest is on the unpaid balance and we can prepay the loan with no prepayment penalties.

Jim said he will be taking a vacation that will extend past the next meeting date. He gave Walter GLA's checkbook and Eric our mailbox key so he can pick up our mail. He requested any checks we receive in the mail and copies of the checks we write be given to our bookkeeper by the end of the month so he can update our balance sheets.

MOTION: Jim moved to throw out the ballots from the special Landowners Meeting for voting on the loan to pave our roads. Dan, Jr. moved to amend the motion to keep the ballots for a minimum of one year unless legally notified otherwise. Bruce seconded the amended motion. The amended motion passed.

3.2 **Architecture Subcommittee** Robert Wallace (Chair)
Robert presented Pouwell Gelderloos' subdivision of parcel 7B in North Glastonbury for preliminary approval. The proposal is to subdivide the parcel into three lots approximately 1.3, 1.47 and 1.6 acres. Robert noted that the master plan calls for minimum parcel size of 2 acres. He also noted the Master Plan has not been approved and that the plan allows for waivers.

Pouwell presented his plan to the meeting stating he has worked with the federal Rural Development Agency and has developed specifications and general plot plans under their guidance. His plan is to build one home on each parcel. He presented a picture of the type of a home he hopes to build on the new parcels.

Eric read into the record Janet Jensen's (owner of parcel 6B-4) fax opposing the proposed subdivision. (see attached) Svend Anderson (parcel 8), Mary Boudreau(6B-1), Arlene Hoag (7C), Charlotte Mizzi and Elizabeth Thorpe (6B-3) and other near-by landowners also expressed opposition to the subdivision. The objections were (1) lot sizes--three lots versus two lots, (2) additional traffic on Taurus Road, (3) potential groundwater problems, and (4) setting precedent of accepting smaller parcel sizes than called for in the Master Plan. Arlene noted that their well was running dry. It was suggested that Patrick Woldberd (7B) may be planning to subdivide his land.

The board discussed what the Glastonbury Covenants say about minimum lot sizes and read into the record sections 9.03, 9.07, 3.7.1 and 3.7.2 from the G. Covenants. Robert noted that even though the Master Plan prohibits singlewide mobile homes, the board has approved several singlewide trailers.

MOTION: Philip moved and Christine seconded to contact our attorney and have him review our Covenants to determine (1) if the 2-acre minimum parcel size listed in the Master Plan which has not been ratified should be followed (2) how much weight comments from neighboring parcels should have in making a decision whether to accept the preliminary subdivision plan, and (3) what problems are there for the board to invoke the minimum 2-acre limit in the Master Plan when a landowner is subdividing land into lots less than 2 acres. The motion passed. Eric is to discuss this with our attorney.

Eric suggested that we ask the Church to sign over the mining rights they have on the Glastonbury lands into a Conservancy Trust to protect us from running into the same problems the Jackson Creek development (near Livingston) is having with the owner of the mineral rights (not the landowners) selling them to a coal gas firm who is now planning to drill for gas there.

3.3 Road Committee Bruce Ganje (Chair), Eric Newhouse (Co-Chair)
Eric reported that since Walter reported that there was a previous agreement to pay O'Hare the cost to prepare the roller for use, GLA paid the bill in full.

Eric reported that he has not been able to dig the test pit at the pond in lower South Glastonbury. He also reported he received a $3,500 bid to build the pone from Chad Standish.
MOTION: David moved that we accept the Chad Standish $3,500 offer to construct the fire fighting pond in low South Glastonbury. Dan, Jr. amended the motion to allow Eric and David to spend up to $500 to modify the design to include a plastic liner depending on results of a test pit constructed in the area of the pond. Robert seconded the amended motion. The amended motion passed.

Walter is to check the previous meeting minutes regarding the use of snowmobiles on Glastonbury roads

3.4 Complaint Committee Christine Johnston (Chair)
Eric submitted a letter from William Pitt requesting his property be removed from the GLA.
MOTION: Dan, Jr. moved and Philip seconded to not accept William's request and for David to write him a letter so stating. The motion passed.

Eric presented a letter from John and Pat Brettschneider (parcel 80S) requesting the cleanup of of large pieces of equipment on parcel 81S.
MOTION: Philip moved and Ian seconded for Christine to write a letter to the Brettschneiders indicating we have received their letter and the action we will take.

3.5 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair)
Dan, Jr. reported that he and George Makris are working on a letter to the Church regarding the restricted lands. They expect to have the letter ready this month.

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair) No Report

3.7 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG) No report

File: MtgMins 09 10 01.doc
Revised: 8/18/01
Amended: 10/1/01

4. Other Business

4.1 Election Committee No report

4.2 Weed Control No Report

The meeting was adjourned at 10:00 pm with no further business

The next meeting will be held October 1, 2001 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS

- David is to send out thank you letters to those who donated money to the Recreation Committee.
- Eric is to ask our attorney for his opinions concerning our obligations to follow the Master Plan's minimum parcel size standards in subdivisions.
- Eric and David to (1) inspect the soil near the new fire-fighting pond and determine if a pond liner is needed or not and (2) direct Standish to construct the pond.
- David is to write a letter to William Pitt.
- Christine Johnston to write a letter and work on resolving Brettschneider's complaint.
- Dan, Jr. to write letter to Church regarding the village areas.
- David to hire someone for office help.
- Walter to check previous meeting minutes for a resolution regarding use of snowmobiles on Glastonbury roads.

File: MtgMins 09 10 01 FINAL.doc
Revised: 8/18/01
Amended: 10/1/01

2001-09-10_BDGNAUX.pdf

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of September 8, 2001

	Sep 8, '01
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	12,098.69
1st National Bank Savings	34,150.14
Paradise Valley Recreation Cent	2,000.00
Total Checking/Savings	48,248.83
Accounts Receivable	
Accounts Receivable	66,502.98
Total Accounts Receivable	66,502.98
Total Current Assets	114,751.81
TOTAL ASSETS	**114,751.81**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	250,000.00
Total Long Term Liabilities	250,000.00
Total Liabilities	250,000.00
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	108,766.57
Net Income	-255,741.28
Total Equity	-135,248.19
TOTAL LIABILITIES & EQUITY	**114,751.81**

GLA 01061

09/08/01

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through September 8, 2001

	Jan 1 - Sep 8, '01	Jan 1 - Sep 8, '00	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	1,121.96	2,989.14	-1,867.18	-62.5%
Bond Account	-500.00	-10.00	-490.00	-4,900.0%
Donation	2,000.00	0.00	2,000.00	100.0%
Finance Charges	263.59	143.20	120.39	84.1%
Interest Income	1,833.37	2,687.27	-853.90	-31.8%
Land & Dwelling Assessment				
Dwelling Assessment 1998	240.00	0.00	240.00	100.0%
Dwelling Assessment 1999	390.00	1,209.00	-819.00	-67.7%
Dwelling Assessment 2000	1,698.03	14,503.87	-12,805.84	-88.3%
Dwelling Assessment 2001	15,777.01	0.00	15,777.01	100.0%
Golden Age Village Assessment	2,940.00	1,470.00	1,470.00	100.0%
Land Assessment 1998	360.00	324.60	35.40	10.9%
Land Assessment 1999	710.00	1,754.99	-1,044.99	-59.5%
Land Assessment 2000	2,234.45	23,371.10	-21,136.65	-90.4%
Land Assessment 2001	25,713.45	0.00	25,713.45	100.0%
Total Land & Dwelling Assessment	50,062.94	42,633.56	7,429.38	17.4%
Late Fee/Finance Charge	1,583.66	491.13	1,092.53	222.5%
Total Income	56,365.52	48,934.30	7,431.22	15.2%
Expense				
General Repairs & Maintenance				
Equipment Repairs	0.00	28.40	-28.40	-100.0%
Snow Fences	60.00	40.00	20.00	50.0%
Weed Control	1,448.00	537.50	910.50	169.4%
Total General Repairs & Maintenance	1,508.00	605.90	902.10	148.9%
Gifts/Appreciation	72.02	500.00	-427.98	-85.6%
Insurance/Liability	4,625.51	4,550.53	74.98	1.7%
Office Expense				
Copying & Mailing	54.80	127.51	-72.71	-57.0%
Miscellaneous	10.00	0.00	10.00	100.0%
Supplies	154.71	0.00	154.71	100.0%
Office Expense - Other	77.01	0.00	77.01	100.0%
Total Office Expense	296.52	127.51	169.01	132.6%
Petty Cash	0.00	336.05	-336.05	-100.0%
Postage	160.18	84.15	76.03	90.4%
Professional Fees				
Accountant	70.00	120.00	-50.00	-41.7%
Bookkeeper	901.04	678.00	223.04	32.9%
Legal Council/Service	715.58	50.00	665.58	1,331.2%
Secretarial	608.50	961.50	-353.00	-36.7%
Total Professional Fees	2,295.12	1,809.50	485.62	26.8%
Rental	134.50	199.00	-64.50	-32.4%
Road Repairs & Maintenance				

GLA 01062

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through September 8, 2001

	Jan 1 - Sep 8, '01	Jan 1 - Sep 8, '00	$ Change	% Change
Grading & Graveling	9,442.50	49,322.53	-39,880.03	-80.9%
Paving	312,377.45	0.00	312,377.45	100.0%
Road Signs	0.00	120.00	-120.00	-100.0%
Sanding	245.00	0.00	245.00	100.0%
Snow Plowing	825.00	1,911.25	-1,086.25	-56.8%
Surface Binder	0.00	15,360.00	-15,360.00	-100.0%
Road Repairs & Maintenance - Other	0.00	330.45	-330.45	-100.0%
Total Road Repairs & Maintenance	322,889.95	67,044.23	255,845.72	381.6%
Taxes				
Income Tax	50.00	189.00	-139.00	-73.6%
Total Taxes	50.00	189.00	-139.00	-73.6%
Water Reservoir	0.00	5,440.75	-5,440.75	-100.0%
Total Expense	332,031.80	80,886.62	251,145.18	310.5%
Net Income	-275,666.28	-31,952.32	-243,713.96	-762.7%

GLA 01063

Park County Planning Office

Jackie Robbins
Park County Planning Office
414 East Callender Street
Livingston, Montana 59047

Phone 406-222-4144
Fax 406-222-4159

NOTICE OF PUBLIC HEARING

The Park County Planning Board will hold a public hearing at 1:30 PM, Thursday September 20th, 2001 in the Community Room in the City County Building at 414 East Callender Street, Livingston, MT.

The reason for the public hearing is to consider a subdivision application.

The application was submitted by Pouwel and Marian Gelderloos. They are proposing splitting a 4.375 acre lot into three lots. The parcel is located in the NW 1/4 section 32, T5S R8E. The parcel accessed from Bradford Way in North Glastonbury. The parcel is described as Tract 7-B, Subdivision 306 as filed in the Park County Clerk and Recorders Office.

This notice is sent to landowners who own property within 300 feet of the proposed subdivision using addresses supplied by the applicant

Both written and oral testimony will be considered at the public meeting. For further information, please contact Jackie Robbins at the County Planning Office, during the afternoon, at 222-4144.

Chloris Zimmerman
Chair of the County Planning Board

Janet E. Jensen
14 Burwell Street
Union, NJ 07083
(908) 686-4179; (908) 686-0709 Fax

September 7, 2001

Robert Wallace, Architectural Subcommittee
Glastonbury Landowners Associates (GLA), Fax No. 333-4742
David Tonkin, Sec., GLA Fax No. 333-4571
Eric Newhouse, President, GLA Fax No. 333-4226

Re: NW 1/4 section 32, T5S R8E

To All the above and other Board Members of GLA:

I am writing to you as a homeowner in North Glastonbury adjacent to the lands proposed to be split therein, the application of which was submitted by Pouwel and Marian Gelderloos. I have been notified by the Park County Planning Office that a public hearing will be held at 1:30 on September 20 in Livingston in connection with the above, a copy of which I am attaching hereto.

At the Glastonbury Landowners Association Meeting which will be held Monday evening, Sept. 10 @ 7 p.m. at The Golden Ratio, please present my position as follows:

I am vigorously objecting to this proposal being accepted because I believe this will be a first in Glastonbury for such small parcels of land to be subdivided and the density will be too great to maintain the uniformity, harmony and beauty of the surrounding land. This proposal is also inconsistent with the Master Plan of the Community in which only certain areas were designated for greater density and which would effectively alter the character of the Community.

We moved to Glastonbury to escape crowding and population density. We did not expect to find it occurring in North Glastonbury in defiance of the Master Plan which was considered quite sometime ago. Why should this same situation be rehashed once again? We are diligent in improving our land and property; however this is now a base deception upon the residents of Glastonbury and our property.

I am asking the Board to reject the above application for sub-divisions. If we are not now astute as to how we handle this assessment of our liberties and rights, we will lose in the end and this will be a catalyst for other developers and persons to seize the opportunities for development who have no real concern for our Community, but only monetary gain.

Respectfully submitted, Janet Jensen and family
Attachment - Notice of Public Hearing, Park County Planning Board

Subject: Glastonbury Landowners Association
Date: Tue, 21 Aug 2001 09:39:14 -0500
From: "John Brettschneider (rxce20)" <rxce20@email.sps.mot.com> **Internal**
To: "John Brettschneider (rxce20)" <rxce20@email.sps.mot.com>

To: Glastonbury Landowners Association
Fr: John and Pat Brettschneider
Re: Introduction and issues

Hello:

We are pleased to be the new owners of Lot #80 in Glastonbury South. My wife and I have already made the first improvements by employing Harold Marchington to build us an access road to our intended home site.

We will be unable to begin actual home construction for certain years. However; we do wish to make other additional improvements such as a water well as our pocketbooks will permit.

This brings up a point of concern that you are most certainly aware of. There are several pieces of large construction equipment on lot #81. These have sat unattended, unused, and unmoved since our original visit-to-purchase last February. There is also other construction material including a large steel culvert, and a bunch of debris that can be fairly characterized as "junk". It is an obvious "eyesore". I am enclosing a photograph taken from our intended home site. This "junk" detracts from our view, and diminishes the value and character of our investment. If it is left to remain, it will detract from the quiet enjoyment of our property. I believe that it is at present unwise of us to engage in any additional land improvements until this trash issue has been resolved

5.04 "Refuse shall not be allowed to accumulate"
5.05 "eyesores shall not be allowed"
5.05a "junk cars, or equipment, scrap piles in open view of other parcels... ...."

I would say that the crane, bulldozer, culvert, other construction equipment, and assorted trash qualifies as "junk" under the Declaration Of Covenants.

10.01 grants the Association the right to enforce all regulations. We therefore petition the Landowners Association to please request that the violations be corrected, and the "eyesores" be removed by the land owner of lot #81 within some sane and reasonable time frame as outlined under 10.02.

On another note; our records at "closing" do not seem to indicate an escrow of pro rated land owners fees for the time frame of April 2000 through the end of the year. Nor do we have an indication of how these fees are to be paid in the future. Please tell us how the Landowner Association fees are to be [illegible]

do not wish to be in arrears.

We look forward to being good neighbors, and hope to have good relations with the Land Owners Association.

Thank you

John & Pat Brettschneider

3700 Bell Springs Rd.
Dripping Springs Texas
78620

e-mail rxce20@email.mot.com
(512) 858-4430 (H)
(512) 996-4226 (W)

John Brettschneider (rxce20) <rxce20@email.sps.mot.com>
IC Layout Manager
SPS / IES / Advanced eDRAM Center / phone: (512) 996-4226

John Brettschneider (rxce20)
IC Layout Manager
SPS / IES / Advanced eDRAM Center / phone: (512) 996-4226
<rxce20@email.sps.mot.com>

Netscape Conference Address
Netscape Conference DLS Server

Reputation is what they say about you. Integrity is what you are.

Additional Information:
Last Name
First Name John Brettschneider (rxce20)
Version 2.1

8/1/01

I give my proxy for the August & September GLA meeting to Daniel Kehoe Jr.

Subj: **O'Hare Construction invoice and proper meeting notices**
Date: 8/23/2001 9:01:10 PM Mountain Daylight Time
[redacted]m: spectec@wtp.net (SpecTec)
[redacted]mbganje@aol.com ('Bruce Ganje'), christine_e_johnston@yahoo.com ('Christine Johnston'), DanKehoe2@aol.com ('Daniel Kehoe, Jr.'), CDTonkin@aol.com ('David Tonkin'), enewhouse@mcn.net ('Eric Newhouse'), gcmakris@yahoo.com ('George Makris'), Scotsman@mca.net ('Ian Scott'), AJP@mcn.net ('Jim Phipps'), vondir@prodigy.net ('Jon Olsen'), yrpub@wtp.com ('Philip Hoag'), eaglemac@imt.net ('Robert Wallace'), Wunsch@mcn.net ('Walter Wunsch')

Dear Board Members:

This week I received a call from O'Hare Construction in regards to non payment for the work performed on Dry Creek Road in preparation for pavement. I learned from Jim Phipps that you discussed this matter at your last meeting and feel that the charges on O'Hare's bill are high. On first impressions I felt likewise; however when I review similar invoices with various contractors, I found it very difficult to assess these and hard to contest.

In defense of the integrity and honor of O'Hare Construction, I can only say that he agreed to help us out at a moment when no other source was available within two hours notice. He charged exactly the standard equipment and labor rates per his unsuccessful bid on the Dry Creek preparatory project. In view of the circumstances, he could have required a higher rate or he could have refused to help us. Eric, Philip and myself were all in agreement that this was a key piece of equipment which would have a significant positive affect on the quality and longevity of the pavement.

[redacted]In view of these circumstances, it is my recommendation that we [redacted]kly pay this bill. I also like to repeat what I have told Eric a month ago, that in view of Archie Mann's outstanding performance on the Dry Creek Project, we do not penalize him for not providing the proper rolling equipment which he was required per contract. Or at least if the Board wishes to penalize him for that, he only be charged half.

As an important side note, I would also like to request that we return to conducting regularly scheduled and announced meetings as required per bylaws with written agenda. I did not receive notice of the August meeting until it was already half an hour in session. This is especially concerning since I requested almost two weeks prior to that of Eric to conduct a meeting as soon as possible so we could bring closure to the pavement project.

Respectfully,

Walter Wunsch

---------- Headers ----------
Return-Path: <spectec@wtp.net>
Received: from rly-zc01.mx.aol.com (rly-zc01.mail.aol.com [172.31.33.1]) by air-zc02.mail.aol.com (v80.17) with ESMTP id MAILINZC26-0823230110; Thu, 23 Aug 2001 23:01:10 -0400
Received: from smtp1.avistacom.net (mail-vip.216-229-182-35.avistacom.net [216.229.182.35]) by rly-zc01.mx.aol.com (v80.17) [redacted]ESMTP id MAILRELAYINZC17-0823230028; Thu, 23 Aug 2001 23:00:28 -0400
[redacted]ceived: from com (wtpbz-47.wtp.net [206.26.77.117])
by smtp1.avistacom.net (8.11.0/8.11.0) with SMTP id f7O30H728876;
Thu, 23 Aug 2001 20:00:18 -0700 (PDT)
From: "SpecTec" <spectec@wtp.net>

2001-10-01_BDGN.pdf

FINAL
Glastonbury Landowners Association
Board of Directors Meeting Minutes
October 1, 2001
CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by Eric, 7:15 p.m, at Golden Ratio Woodworks. Christine gave the opening prayer.
PRESENT: Eric Newhouse (President), George Makris (Vice-President), David Tonkin (Secretary), Philip Hoag, Christine Johnston, Dan Keyhoe, Jr., Jon Olson, Ian Scott
ABSENT: Jim Phipps (Treasurer), Walter Wunsch
PROXIES: Walter Wunsch gave David Tonkin his proxy
ALSO ATTENDING: Regina Wunsch, Svend Anderson, Pouwell Gelderloos, Charlotte Mizzi, Elizabeth Thorpe, and Cheryl Upshaw

2. Reading and Disposition of the Minutes

MOTION: Dan, Jr. moved and Christine seconded to approve the amended September meeting minutes. The motion passed.

Eric indicated Janet Naclerio is moving here and looking for a secretarial job. Her number is 717-432-8044

3. Report of Officers and Committees

3.1 Treasurer's Report Jim Phipps (Treasurer) No Report

3.2 Architecture Subcommittee Robert Wallace (Chair)

William Smith submitted his subdivision for final approval. Eric read into the minutes William's letter requesting approval of the subdivision. Eric to check previous minutes.

Pouwell Gelderloos presented his proposed subdivision and noted that it meets the average minimum acreage size of 2 acres. Dan, Jr. noted the 2 acres average minimum was per 20-acre parcel and not just for a subdivision. 7-B (N6)

Eric read into the minutes our attorney's letter answering questions about the legality of reviewing a parcel against the Draft Master Plan and how much weight to give to comments from neighbors. (see attached)

Eric read into the minutes his letter that he sent to Pouwell Gelderloos. (see attached)

MOTION: Philip moved and David seconded to make null and void the the letter Eric sent to Pouwell, dated September 19, 2001. The motion passed.

File: MtgMins 10 01 01.doc
Revised: 08/30/01
Amended: 11/30/01

Cheryl reported that Ron Wallace, owner of Parcel 8 N: (1) wanted to know about the gate along North Fork of Fridley Creek for the 20-foot creek bank access easement, (2) agreed to allow people to travel the creek easement, but wanted to prevent dogs from having access, (3) wanted children to not trespass on his land to the spring on his property from the creek easement, (4) wanted to prevent people walking across his property to gain access to the creek easement, (5) wondered who carries the liability of someone who injurs himself walking along the creek easement, and (6) does not want individuals to camp, build forts or campfires along the creek in the easement. It was noted that landowners must post "No Trespassing" signs and/or fence their property to prevent people from walking across it, and that Ron cannot dictate what other property owners do on their property in the creek easement.

Charlotte Mizzi voiced her objection to the proposed subdivision because of increase traffic problems on Taurus Road in the form of traffic noise and the increase wash boarding of the gravel road. She disagrees with utilizing the 2 acre average density to judge the proposed subdivision.

Elizabeth Thorpe objected to the proposed subdivision because it was not in accordance with the Master Plan.

MOTION: David moved and Christine seconded to hold a special meeting of GLA board members only on October 11, 2001 to review and vote on the proposed subdivision and to report back with the results of the vote to the parties involved. The motion passed.

Eric read into the minutes Section 9.07 of the Covenants which discusses the GLA Board's right to set density standards.

MOTION: Philip moved and Dan, Jr. seconded GLA to consider establishing interim density standards similar to Schedule 3.8 of the Draft Master Plan with a minimum acre size and provisions for handling variances for future subdivisions. The motion passed.

Dan, Jr. suggested we approve the Master Plan in two phases: one for the land outside of the village centers and one for the village centers.

The board discussed the water reservoir in South Glastonbury. They agreed to install a liner and have Philip oversee its completion.

3.3 Road Committee Bruce Ganje/Ian Scott (Co-Chair) No report

3.4 Complaint Committee Christine Johnston (Chair) See ombudsman report

3.5 Land Use Master Plan Committee Dan Kehoe, Jr. (Chair) No report

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair) No Report

3.7 Ombudsman Report Regina Wunsch (SG) Joan Murphy (NG)
Regina reported a problem between the Watsons (Parcel S 88-A) and William Pitt (Parcel S 89) regarding the gate at high South Glastonbury and has talked with both parties in the last month. (see attached) Regina suggested GLA (1) notify all landowners in writing as to when the subject gate is to remain open and when it is to be closed, (2) notify residents that parking in the road easement is not allowed and there is parking available at the end of Sagittarius Skyway, (3) repair the gate and latch on the subject gate, (4) have someone on the Board other than Eric respond to any complaints between the Watsons and William Pitt to prevent any feeling of bias.

Eric read the Watson's letter into the minutes. (see attached)

MOTION: Philip moved and Ian seconded for the secretary to write a letter to William Pitt requesting that he stop harassing individuals who have a legal right to be in high South Glastonbury, including property owners in Glastonbury and their guests, service and emergency vehicles, real estate representatives, etc. or a restraining order will be sought against him. The motion passed.

MOTION: Philip moved and Dan, Jr. seconded to install a post to be used to lock open the gate. The motion passed.

The board agreed to write a letter to Glastonbury residents and landowners stating (1) the subject gate will remain open during the year except during the general big game, rifle-hunting season (starting October 23, 2001) excluding bow and late seasons (and ending November 25, 2001) and when it will be closed--but not locked and (2) parking is not allowed on Glastonbury road easements except in special locations such as the end of Sagittarius Skyway.

4. Other Business

4.1 Election Committee No report

4.2 Weed Control No Report

The meeting was adjourned at 10:30 p.m. with no further business.

The next meeting will be held October 11, 2001 at Golden Ratio Woodworks, 7 p.m.

File: MtgMins 10 01 01.doc
Revised: 08/30/01
Amended: 11/30/01

FINAL
Glastonbury Landowners Association
Board of Directors Meeting Minutes
October 1, 2001
CONFIDENTIAL – DO NOT COPY

NEW ACTION ITEMS

- Eric is to check past meeting minutes regarding William Smith's request for final approval of his subdivision.
- David is to write a letter to William Pitt regarding rights of people to drive up Sagittarius Skyway.
- David to write a letter to residents and landowners regarding the gate in high South Glastonbury.
- Philip to organize for the completion of the water reservoir in South Glastonbury.

File: MtgMins 10 01 01.doc
Revised: 08/30/01
Amended: 11/30/01

2001-10-01_BDGNAUX.pdf

OMBUDSMAN REPORT—SOUTH GLASTONBURY
10/1/01

RE: WILLIAM PITT AND MARIAN AND DAVID WATSON

9/21/01

William Pitt reported that the gate in high South has been left open on numerous occasions and parts of the latch taken off several times. He said he had been closing the gate because hunters were coming up to check out where to hunt when the season begins. The gate was being left open and there is a danger of the gate swinging into the windshield of cars when it is not closed properly. Someone again tried to dismantle part of the latch. He's been repairing it, but is running out of parts. He thought that the Watsons were the ones leaving the gate open and dismantling the latch.

He said Eric called him and threatened to tear out the gate with his backhoe. He thinks the Watsons complained to Eric and Eric is siding with the Watsons, because Eric and members of his family built the Watson's house.

He said the gate has been very effective in keeping non-resident hunters out of high South.

9/23/01

The Watsons said they are not dismantling the latch and have been closing the gate most of the time, but thought August was too early to close it. When they bought their property they were told by David and Eric Newhouse they would have to close the gate during the general hunting season—mid October to Thanksgiving. They were willing to close the gate for that time period, but not earlier, because it was a nuisance to have to do it. They said the gate seemed to be very effective in keeping out unwanted hunters last year and saw no reason to close it earlier. They thought the GLA closed the gate in August and complained to Eric about it.

When they moved in the gate did not have a latch, the latch appeared later. They thought William Pitt put it up and were upset he did not notify them. They said the latch was

hard to open and two fire trucks, the FedEx man, their window washers and other visitors couldn't open it and turned back thinking the gate was locked.

They mentioned that a cement truck had accidentally dribbled some cement on William Pitt's easement when doing cement work for them. William Pitt had left a not too friendly message on their machine telling them to clean it up. Marian started to remove the cement, but hurt her back. When she went back later after her back had recovered, William Pitt had removed the cement and thrown the pieces unto the Watson's property.

9/25/01

I notified William Pitt that the Watsons were not dismantling the latch and they were only willing to close the gate during the general hunting season, as required by the GLA when they bought the property.

He said that he was never explicitly told by the GLA when the gate was to be closed and that it was only during the general hunting season. He said that Dan Kehoe Jr. put the latch on the gate.

He brought up that when the Watsons had cement work done, they had the cement truck dump its excess cement on his easement. When he complained to them they did not have anyone clean it up and he had to remove it himself. I explained that the Watsons thought it was an accident and tried to clean it up. He said there was still a big chunk that he couldn't move near the culvert. He was not sure whether it would cause drainage problems.

He stated he was concerned about hunters parking on the road easements and the GLA doing nothing about it. I told him he could report those parking on his easement for trespassing. Those parking on neighboring easements he could advise that it was against the covenants and report them to the GLA, if they did not move. He did not think the GLA would notify the offenders that parking in the easements was a violation of the covenants.

9/26/01

I updated Marian Watson that William said he wasn't told the gate was to be closed only during general hunting season. She said she didn't believe him. She agreed that a written notification to all current and future landowners affected by the gate would be helpful. She also would like 1) to see landowners notified that they should not park on the road easements, but at the end of the road where parking space was available, and 2) the GLA to take the gate off of its hinges after the general hunting season and attach it when the hunting season begins, so no one can close it at other times in the year.

I told Marian that William Pitt had brought up the cement issue and stated the truck had purposely dumped its excess cement on his property. He didn't hear from them and thought they weren't cleaning it up. I told Marian that I told informed him that she thought it was an accident and tried to clean it up. I advised her about the large chunk of cement near the culvert and that it might cause drainage problems. She said she would look for it and have Warren Newhouse, who was coming up to do some work for her that day, remove it.

RECOMMENDATIONS:

1) Notify all landowners affected by the gate in writing when the gate is to be closed and that it is to remain open at all other times. Give a copy of the notice to all new landowners with their building application forms.
2) Notify residents that parking on road easements is not allowed and parking is available at the end of the road on the common use land.
3) Inspect the latch on the gate to see if something can be done to make it more obvious how to open it. Otherwise remove it and secure the gate in a different manner so it doesn't swing open by itself.
4) If the Watsons have a complaint regarding anything involving William Pitt, have a Board member other than Eric, anyone he is working with or anyone else who has worked on the Watson's house respond to it. Then no claims of bias can be made. Also do not have Walter respond to it, since William Pitt works for him. William

PIETER AND CAROLINE GRAAFLAND
#1605-8610 Jasper Ave, Edmonton, AB, T5H 3S5, Canada
Ph: 780 420-6873, e-mail: caropiet@telusplanet.net

Edmonton, AB, September 24, 2001

To: GLA Board and Master Plan Committee
Mr. Eric Newhouse, President
Emigrant, MT, USA

Dear Sir,

We received word that your Board is planning to put in place by resolution a new, far stretching, requirement to restrict the minimum size of a lot in North Glastonbury to 2 acres.

We as owners of Lot 26 B strongly oppose to this procedure.

1. In the Land Use Master Plan, as defined a few years ago, it was agreed that the minimum lot size in Glastonbury of two acres was based on the average of the original size of the parcel. That meant that we, as owners of a 20-acre original lot, theoretically could subdivide to max. 10 home sides. We now have 5 lots and are in the process to increase that to 7 (still one less than stated in our original plan as mentioned in our January 22, 1999 letter to you, which was never been answered). With 7 lots the average lot size on lot 26, based on the original lot size of 20 acres, will than be 2.85 acres. This is still 42% above your minimum requirement of 2 acres.
2. The Master Land Use Plan has never come into effect. But this, in our opinion, does not give you any reason and/or authority to change this plan and the agreements already in place by sole resolution of your Board. This is a very important matter and should be voted on by the complete membership.
3. In our opinion your proposal is also an example of bad planning. You will make the total planning process for many of your members much more rigid and inflexible. There is no reason that a lot of, for example 1.5 acres, is not feasible and not acceptable for county and state authorities. Much depends on the individual situations. Further, in North Glastonbury there are already 11 lots of less than 2 acres. It is, in our opinion, unfair to cut of other members from having this possibility.
4. We would advice you to put in effect the Master Land Use Plan as soon as possible and let the membership vote on it. By doing so the uncertain situation which exits now will come to an end and we as members will be freed from changes and new requirements all the time (please see our letter of Jan 22, 1999).
5. We would strongly advice you not to embark on the same way as the Mother church is now on, namely to cut off the membership in partaking in the decision making process. In the Aquarium Age policies like "Father Knows Best (i.e. important decisions by resolutions of the Board) are totally outdated and not tolerable any more. We trust to receive the final Master Land Use Plan soon, including a ballot sheet.

You're Sincerely,

Caroline Graafland.

Pieter and Caroline Graafland

PROXY

for GLA MY 10-1-01 7pm

to DAVID TONKIN

OR GEORGE MARKOS

OR DAN KEHOE, JR.

2001-11-05_BDGN.pdf

FINAL
Glastonbury Landowners Association
Board of Directors Meeting Minutes
November 5, 2001
CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by Eric, 7.15 p.m., at Golden Ratio Woodworks. David Tonkin gave the opening prayer.

PRESENT: Eric Newhouse (President), George Makris (Vice President), David Tonkin (Secretary), Christine Johnston, Jim Phipps, Robert Wallace, Ian Scott, Jon Olson, Walter Wunsch, Daniel Kehoe, Jr., Rudy Parker, Bruce Ganje, Philip Hoag.

ABSENT: None

PROXIES: None

ALSO ATTENDING: Pouwell Gelderloos, Penelope Price (secretary).

2. Reading and Disposition of the Minutes

MOTION: Dan Jr. moved and Ian seconded to approve the amended October 1, 2001 and the October 11th, 2001 special meeting minutes. The motion passed.

3. Report of Officers and Committees

3.1 Treasurer's Report Jim Phipps (Treasurer)

Rudy Parker reviewed the Balance Sheet. (see attached) Rudy notified the board that he would be unable to keep the books after January 1, 2002, but that Clare Parker, Rudy's wife, would be able to continue in his place.

Jim Phipps presented the board with a list of untraceable Glastonbury landowners. See attached.

ACTION: Jim is looking for somebody to take on the job of picking up and distributing GLA mail.

Eric has the key to the safety deposit box.

3.2 Architecture Subcommittee Robert Wallace (Chair)

Pouwell Gelderloos was present at the meeting to participate in the ongoing discussion about development at the Subdivision of Tract 7-B North.
Eric read Berg, Lilly & Tollefsen letter regarding Glastonbury subdivision. (see attached letter)

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Revised: 12 02 01
Amended: 12 03 01

MOTION: Ian Scott moved and Robert Wallace seconded the motion for the GLA to accept the variance made by Park County Planning Dept. for a 40 ft. right-of- way.
Motion passed, 6 in favor, 3 against, 2 abstentions.

MOTION: David moved and Walter seconded to abandon the October 11, 2001 motion provision that we are not giving approval to the Gelderloos subdivision until legal council is obtained regarding this issue before final approval or disapproval of this subdivision. Motion passed unanimously.

Philip Hoag read Mason letter to the board regarding original intent of the subdivision road was for a single-family dwelling. Daniel Kehoe read to the board from the Glastonbury Covenants stating that it was the responsibility of the GLA to protect the original intent of the landowners.

Pouwell reported to the board that he had a letter of approval from Park County for access to his subdivision. He had contacted the Wolberds about access through their property. They had offered to sell him 2 acres of their land for $5,000. Pouwell was not in favor of this option.

Eric noted that there were legal ramifications if the board favored either party in their voting. It was decided that this discussion should continue at a future meeting. A recommendation was made to Philip and Pouwell to seek professional arbitration in this matter.

3.3 Road Committee Ian Scott/Bruce Ganje (Co-Chair)

The board discussed how to address the issue of balancing the funds spent between North and South Glastonbury on paving the roads this summer. George Makris said there was a legal obligation to do this as it was written into the form used for voting during the special landowners meeting in June 2001 that discussed whether to pave or not to pave the roads. A recent spending of funds on the South Glastonbury reservoir was discussed as possibly offsetting the imbalance. The assessments for North are 281 and for South 256. Only a 25 assessment difference.
ACTION: Philip Hoag will suggest road projects for South to balance out the expenditure of monies between North and South Glastonbury.

Philip reported on the progress of the Reservoir in South Glastonbury.
ACTION: Robert Wallace will get a valve for the pump.

3.4 Complaint Committee Christine Johnston

Secretary has written letters regarding gate in High South and these will be sent out to South Glastonbury residents.

3.5 Land Use Master Plan Committee Daniel Kehoe, Jr. (Chair)
The board discussed the Glastonbury Master Plan.
ACTION: Dan is working on a letter to Church Headquarters to arrange a meeting to discuss village centers becoming part of the Master Plan.

MOTION: David Tonkin moved and George Makris seconded to hire a Title Company to find out who owns the mineral rights. Motion passed unanimously. Eric will get involved in this issue.
ACTION: Daniel Kehoe will find a suitable Title Company.

3.6 Recreation Committee Robert Wallace/Eric Newhouse (Co-Chair)

ACTION: Draw up by-laws for the Recreation Committee.

ACTION: The Recreation Committee will meet and report back to the GLA Board after holding a Recreation Committee meeting.

The Board discussed the Recreation Committee having a separate account.

3.7 Ombudsman Report Regina Wunsch (SG) and Margaret Newhouse (NG). No report.

Other Business:

4.1 Election Committee
George Makris will chair the Annual Meeting at the Emigrant Hall. Eric apologized for being absent.
Christine noted that proxy votes had been given by members to the entire GLA board. The wording on the letter sent to members would have to be reviewed so that this would not happen in future. Christine asked if the Teaching Centers could vote. The T.C. boards would have to apply to become part of the GLA. There was no time to do this before the upcoming election.

4.2 Weed Control No report

The meeting adjourned at 11:00 p.m. with no further business.

The next meeting will be the annual meeting held in Emigrant Hall at 10 a.m., November 10, 2001.

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Revised: 12 02 01
Amended: 12 03 01

New Action Items

- Jim is looking for somebody to take on the job of picking up and distributing mail.
- Philip Hoag will suggest some road projects for South Glastonbury.
- Robert Wallace will get a valve for the South Glastonbury water reservoir.
- Daniel Kehoe, Jr. is working on a letter to Church Headquarters.
- Daniel Kehoe, Jr. will find a suitable Title Company re. mineral rights.
- Recreation Committee will draw up by-laws.
- Recreation Committee will report back to the GLA Board.

File: MtgMins 11 05 01.doc
Revised: 12 02 01
Amended: 12 03 01

Glastonbury Landowners Association

Board of Directors Meeting Agenda

November 5, 2001

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of the November Minutes**
   - October 1, Board Meeting
   - October 10, 2001 Special Board Meeting

   Action Item: Hire Michelle Strykert

3. **Report of Officers and Committees.**

   3.1 **Treasurer's Report** - Jim Phipps, Treasurer

   3.2 **Architecture Subcommittee** - Robert Wallace Chair
   Action Item: Check on Road in High South
   Action Item: Eric to check past meeting minutes re Wm. Smith's subdivision
   Action Item: Philip to oversee water reservoir construction

   3.3 **Road Committee** - Eric Newhouse - Chair
   Action Item: Write letter to William Pitt regarding high South gate
   Action Item: Write letter to Glastonbury residents re high South Gate

   3.4 **Complaint Committee** - Christine Johnston - Chair
   Action Item: Response to compliant letter

   3.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Chair
   Action Item: Write letter to Church

   3.6 **Recreation Committee** - Robert Wallace & Eric Newhouse, Co-Chair

   3.7 **Ombudsman Report** - Regina Wunsch (SG) and Margaret Newhouse (NG)

4. **Other Business**

5. **Next Meeting and Adjournment**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of November 1, 2001

	Nov 1, '01
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	15,042.16
1st National Bank Savings	34,248.09
Paradise Valley Recreation Cent	2,000.00
Total Checking/Savings	(51,290.25
Accounts Receivable	
Accounts Receivable	63,435.59
Total Accounts Receivable	63,435.59
Total Current Assets	114,725.84
TOTAL ASSETS	**114,725.84**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	250,000.00
Total Long Term Liabilities	250,000.00
Total Liabilities	250,000.00
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	108,766.57
Net Income	-255,767.25
Total Equity	-135,274.16
TOTAL LIABILITIES & EQUITY	**114,725.84**

GLA 01088

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through November 1, 2001

	Jan 1 - Nov 1, '01	Jan 1 - Nov 1, '00	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	1,121.96	3,002.08	-1,880.12	-62.6%
Bond Account	-500.00	240.00	-740.00	-308.3%
Donation	2,000.00	0.00	2,000.00	100.0%
Finance Charges	291.99	157.70	134.29	85.2%
Interest Income	1,931.32	2,966.03	-1,034.71	-34.9%
Land & Dwelling Assessment				
Dwelling Assessment 1998	240.00	0.00	240.00	100.0%
Dwelling Assessment 1999	390.00	1,409.00	-1,019.00	-72.3%
Dwelling Assessment 2000	1,863.03	16,611.00	-14,747.97	-88.8%
Dwelling Assessment 2001	16,351.17	0.00	16,351.17	100.0%
Golden Age Village Assessment	5,880.00	1,470.00	4,410.00	300.0%
Land Assessment 1998	360.00	331.66	28.34	8.5%
Land Assessment 1999	758.43	2,344.99	-1,586.56	-67.7%
Land Assessment 2000	2,399.45	26,453.23	-24,053.78	-90.9%
Land Assessment 2001	26,774.29	0.00	26,774.29	100.0%
Total Land & Dwelling Assessment	55,016.37	48,619.88	6,396.49	13.2%
Late Fee/Finance Charge	1,652.46	556.93	1,095.53	196.7%
Total Income	61,514.10	55,542.62	5,971.48	10.8%
Expense				
General Repairs & Maintenance				
Equipment Repairs	0.00	28.40	-28.40	-100.0%
Snow Fences	60.00	40.00	20.00	50.0%
Weed Control	3,004.00	2,728.63	275.37	10.1%
Total General Repairs & Maintenance	3,064.00	2,797.03	266.97	9.5%
Gifts/Appreciation	72.02	500.00	-427.98	-85.6%
Insurance/Liability	4,625.51	4,550.53	74.98	1.7%
Office Expense				
Copying & Mailing	54.80	360.39	-305.59	-84.8%
Miscellaneous	10.00	0.00	10.00	100.0%
Supplies	154.71	27.10	127.61	470.9%
Office Expense - Other	77.01	0.00	77.01	100.0%
Total Office Expense	296.52	387.49	-90.97	-23.5%
Petty Cash	0.00	536.05	-536.05	-100.0%
Postage	160.18	181.71	-21.53	-11.9%
Professional Fees				
Accountant	70.00	120.00	-50.00	-41.7%
Bookkeeper	1,013.54	904.24	109.30	12.1%
Legal Council/Service	715.58	50.00	665.58	1,331.2%
Secretarial	608.50	1,398.92	-790.42	-56.5%
Total Professional Fees	2,407.62	2,473.16	-65.54	-2.7%
Rental	209.50	274.00	-64.50	-23.5%
Road Repairs & Maintenance				

GLA 01089

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2000-2001
January 1 through November 1, 2001

	Jan 1 - Nov 1, '01	Jan 1 - Nov 1, '00	$ Change	% Change
Grading & Graveling	9,442.50	60,285.75	-50,843.25	-84.3%
Paving	312,377.45	0.00	312,377.45	100.0%
Road Signs	0.00	237.64	-237.64	-100.0%
Sanding	245.00	0.00	245.00	100.0%
Snow Plowing	825.00	1,911.25	-1,086.25	-56.8%
Surface Binder	0.00	15,360.00	-15,360.00	-100.0%
Road Repairs & Maintenance - Other	0.00	1,290.45	-1,290.45	-100.0%
Total Road Repairs & Maintenance	322,889.95	79,085.09	243,804.86	308.3%
Taxes				
Income Tax	50.00	189.00	-139.00	-73.6%
Real Estate	113.66	0.00	113.66	100.0%
Total Taxes	163.66	189.00	-25.34	-13.4%
Water Reservoir	400.00	5,440.75	-5,040.75	-92.7%
Total Expense	334,288.96	96,414.81	237,874.15	246.7%
Net Income	**-272,774.86**	**-40,872.19**	**-231,902.67**	**-567.4%**

GLA 01090

BERG, LILLY & TOLLEFSEN
A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

MICHAEL J. LILLY
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FAX: (406) 587-3240

October 18, 2001

VIA FAX 222-4199

Park County Commissioners
414 E. Callendar
Livingston, Montana 59047

RE: Glastonbury Subdivision

Dear Commissioners:

This office represents the Glastonbury Landowners Association, Inc. At the request of the Board of Directors of the Association I would like to bring to your attention an important issue regarding Park County's approval of further subdivisions within the community of Glastonbury in the Emigrant area. The Restated Declaration of Covenants for the Community of Glastonbury have been legally adopted and are on file and of record with the Park County Clerk and Recorder at Roll 124, Page 548, as Document No. 262163. The Covenants are legally effective and enforceable. Section 9 of the Covenants deals with further subdivision within the community, and authorizes and empowers the Association to review and approve or disapprove any proposed subdivision of lots within the Community of Glastonbury on the basis of certain objective standards. All Glastonbury lot owners are required to submit all such proposals for subdivision to the Association.

Occasionally, a lot owner who fears that his or her subdivision proposal may not receive favorable treatment from the Association bypasses this required procedure and submits an application directly to the County, or submits such an application before the Association's review process is complete. In an effort to avoid such end runs and the possible ensuing litigation which could result from County approval of a subdivision without corresponding Association approval under the Covenants, the Association requests that the Park County Commissioners and the Park County Planning Office keep this precondition in mind when evaluating subdivision applications pertaining to properties within the Glastonbury community. Your cooperation in this regard will be much appreciated.

In this connection, a subdivision application has been submitted to the County by Pouwel Gelderloos for Parcel # 7B that was recently approved by the Park County subdivision committee and granted a variance on the 60 foot easement requirement. Please be advised that the Glastonbury Landowners Association has not given any approval to this proposed subdivision and takes the position that without its written approval, such subdivision, even if given final approval by the County, is prohibited under the Covenants and voidable as a breach thereof.

Thank you for your consideration of the Association's concerns in this regard as noted in this letter. Please feel free to call this office with any questions.

Sincerely,

John T. Glover, Jr.

Cc: Glastonbury Landowners Association

2001-11-12_BDGN.pdf

Combined Closed + Public Mtg

FINAL

Glastonbury Landowners Association

Special Board of Directors Meeting Minutes

November 12, 2001

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by Eric, 7:35 p.m/, at Golden Ratio Woodworks. David Tonkin gave the opening prayer.

PRESENT: Eric Newhouse (President), George Makris (Vice-President), Jim Phipps (Out-Going Treasurer), David Tonkin (Secretary), Cynthia Dodge-Blocker, Philip Hoag, Dan Kehoe, Jr., Charlotte Mizzi, Jon Olson, Ian Scott, Walter Wunsch

ABSENT: None

PROXIES: None

ALSO ATTENDING: Pouwell Gelderloos, William Smith, and Elizabeth Thorpe.

2. **Order of Business**

2.1 **Election of Officers** Eric started the GLA election process for the officers by passing around a sheet of paper for people to sign up for the office of their choosing.

- David Tonkin was elected President.
- Robert Wallace was elected Vice-President.
- Cynthia Dodge-Blocker was elected Treasurer.
- Philip Hoag was elected Secretary (provided a secretary was hired to take the meeting minutes and do the secretarial duties).

David took over the chair for the meeting after being voted into office.

2.2 **Election of Committee Chairs** The following committee chairs were filled:

- Architecture Subcommittee – Robert Wallace and Bruce Ganje were elected to co-chair this committee with Jon Olson as a committee member.
- Road Subcommittee – Bruce Ganje and Philip Hoag were elected to co-chair this
- sub committee with Eric Newhouse, Charlotte Mizzi and Walter Wunsch as committee members.
- Complaint Committee – Charlotte Mizzi was elected to chair this committee.
- Land Use Master Plan Committee – Dan Kehoe, Jr. and Eric Newhouse were elected to co-chair this committee with Charlotte Mizzi, Cynthia Dodge-Blocker, Jon Olson, Pouwell Gelderloos, and Elizabeth Thorpe as members.
- Recreation Committee – Eric Newhouse was elected as chair with Pouwell Glederloos, Charlotte Mizzi, Ian Scott and Robert Wallace as committee members.
- Weed Committee – Philip Hoag and Bruce Ganje were elected as co-chairs with Jon Olson as a committee member.
- Web site committee – George Makris was elected as chair.

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Revised: 11/16/01
Amended: 12/6/01

Walter read into the minutes Regina Wunsch's memo regarding the election of ombudsman. (see attached) The board agreed that Regina, and not Paula Kehoe, was the elected ombudsman for South Glastonbury and that the board should determine if any of the write-in candidates for North Glastonbury wanted the position.

3. Reports of Officers and Committees

3.1 Treasurer's Report Jim Phipps (out-going Treasurer)
Jim brought up some miscellaneous matters necessary to transfer his duties to the new treasurer.

The board decided David, Cynthia, Eric, Dan, Jr., Walter and Robert would be authorized to sign checks for GLA. The decision of who would be able to sign the checks for the Recreation Committee was tabled until that committee could meet and make a recommendation to the GLA Board.

The board decided that David and Eric would be board members that are authorized to have keys for GLA's safe deposit box.

Cynthia will pick up mail in GLA's post office box.

David's database for Glastonbury parcels will be used as the master list.

Jim will meet with Cynthia to transfer the Treasurer's files.

3.2 Architecture Subcommittee Robert Wallace (Chair)
Robert presented a number of proposals for building on and subdividing parcels.

William Smith's subdivisions of parcels 42 N, 54 N and 55 N were presented for final approval. William asked for a developer variance so he would not have to pay the $120 land assessment for the new subdivided tracts until they are sold. He would continue to pay the $120 dollar land assessment fee for each parcel and a $120 home assessment on the tract that has his home on it.

MOTION: Dan, Jr. moved and Philip seconded to give final approval for the subdivisions. The motion carried.

ACTION ITEM: Ask our attorney "If GLA should accept the suggested developer's variance, would GLA then be required to pay previous developers who were not granted the variance?"

FINAL

Glastonbury Landowners Association

Special Board of Directors Meeting Minutes

November 12, 2001

CONFIDENTIAL – DO NOT COPY

MOTION: Robert moved and Ian seconded to give final approval for subdividing parcels 36 S and 40 S with the proviso that the road easements in the subdivided lands would be expanded to 60 feet to meet the county's new standards. The motion passed with one abstention.

MOTION: Robert moved and Bruce seconded to give preliminary approval of subdividing tract 26-B N. The motion carried.

MOTION: Robert moved and Jon seconded to give preliminary approval of a 5 lot minor subdivision of tract 42-B S with the proviso to expand the road easement in the tract to 60 feet. The motion carried.

MOTION: Robert moved and Bruce seconded to give preliminary approval for subdividing parcel 12 N with the proviso to expand the road easement to 60 feet. The motion carried.

MOTION: Robert moved and Bruce seconded to approve a preliminary site plan for arcel 108 S. The motion carried.

MOTION: Robert moved and Jon seconded to give final approval of the construction on parcel 71 S. The motion carried.

MOTION: Robert moved and Ian seconded to approve construction of the driveway to the home site on parcel 83 S. The motion carried.

Eric read into the minutes a letter from GLA's attorney regarding Pouwell's proposed subdivision. (see attached) Philip presented letters from the Hoags, Masons and Mark's Arc that the road easement into tract 7-B N was intended only for a single-family residence. Philip said the easement was originally intended to be 20 or 30 feet wide instead of the 40 foot easement used by the surveying firm who created the original subdivision. William Smith read into the minutes a letter from James Bennett (original owner of tract 7-B N) stating no objections were expressed against future subdivisions of tract 7-B N by the other owners of parcel 7 N when it was being divided into tracts. (see attached) The main issue is the location of the easement into tract 7-B and the fact that it runs right in front of Philip Hoag's house. Discussed options to move the easement to the other side of tract 7-C. William Smith noted that Patrick Wolberd is planning to subdivide his tract 7-A.
MOTION: Ian moved and Walter seconded to give preliminary approval of Pouwell's proposed subdivision of tract 7-B into three lots. The motion carried with six in favor, three against and two abstentions.

The meeting was adjourned at 11:45 pm with no further business
The next meeting will be held December 3, 2001 at Golden Ratio Woodworks, 7 p.m.

File: MtgMins 11 12 01.doc
Revised: 11/16/01
Amended: 12/6/01

2001-11-12_BDGNAUX.pdf

Memorandum

To: GLA Board of Directors

From: Regina M. Wunsch

Date: 11/12/2001

Re: Ombudsman election results

I would like to rescind my agreement to the suggestion made by Board member George Makris at the GLA meeting on Saturday, Nov. 9, to be co-ombudsman with Paula Kehoe. I believe, that upholding this agreement under the given circumstances is not proper.

When George announced the ombudsman election results I had the impression from his comments and his subsequently offering her the position that Paula Kehoe had been elected by write-in voters. When George suggested we work as a committee after Paula declined the position, I agreed to because I believe it is important that the person serving has the mandate of as many members as possible, even though only one person has availed himself of the ombudsman service in the last two years, and the value of the position is mainly symbolic,

After the meeting when I was leaving the Hall, I learned from George that I had actually been elected as ombudsman and he thought he had announced it. Since Paula was still there I apprised her of George's comments and that I thought he had announced her for the position. She said, she was rather confused by the whole thing, too. Judy Anderson also thought George had announced Paula as the ombudsman.

When at home Walter told me he too believed Paula was the ombudsman, I thought I must have misunderstood George. As I could see no reason for him to offer her the position, if she had not been elected, I decided to call Maydell Goulart who counted the South Glastonbury votes, to clarify who won. She confirmed I had indeed gotten the majority vote. Before I could thank her for the information she added that Paula had been written in by the Church for its 19 votes and then gotten 3 additional votes.

Although I was only interested in and had only requested information regarding the final outcome of the vote, inadvertently finding out the number and breakdown of Paula's votes helped me in my reflections and decision about this confusing situation. I never thought about the Church vote, because I was under the

impression that the Church had the policy of waiting till the elections were over and having its large block votes added to the candidates elected by the community, so it would not inadvertently skew or override the community vote. I assumed, Paula had been written in by the majority of community members.

As my agreement to be co-ombudsman was based on the assumptions that Paula not only won, but that she also had a substantial community mandate, and on my belief that it is important that the ombudsman have the mandate of as many community members as possible—even if it is a mainly symbolic position-- I do not feel it is proper under these circumstances to uphold it. Therefore, I request that the GLA Board clarify the election results with Paula, as there appears to be confusion about the outcome, and the ensuing misunderstandings that arose from George's publicly offering her a position that she was not elected to.

I would like to recommend that in the future the Board adhere to their procedure and protocol when announcing election results and refrain from personal comments that detract from relating the outcome and create unnecessary confusion. I agree that keeping election meetings light and friendly makes people more willing to attend them and creates a better community atmosphere. But I do not think it is appropriate to go so far as to publicly offer candidates positions they do not have enough votes for and basically broker "job-sharing" with the elected candidate, if they decline. What would have happened, if Paula had agreed to accept the position when George first offered it?

I am certain this was done totally unintentionally and I do not harbor any ill feelings toward George, my concern is for the credibility of the institutions and by-laws of this community. I think we must keep in mind in our actions and decisions that the GLA is a legal entity and all elected officials represent that entity. If this community is to prosper and grow, I believe we must adopt a more professional attitude and behavior at official events and about the processes and offices of the GLA. Otherwise, I feel, there will be no community respect either for these offices, processes and events or for the rules and regulations made by the officers of the GLA and set forth by the by-laws and those in the covenants. I do not mean that we should turn into sticklers about rules and proverbial bureaucrats and become humorless at official and non-official functions or get puffed up about holding an office, but that we should not discount the events, processes, and offices legally required by our by-laws and covenants and ignore standard business practices in our attempts to keep the meetings and interactions friendly and interesting.

Furthermore, I would like to request that the Board void the votes placed for me for North Glastonbury ombudsman. It is the intent of the position of ombudsman that each of our two communities has a person from their respective community to turn to. There are no official provisions for the event that one of the communities has no one stepping forward for election. I agree that in this event it would be good, if the ombudsman from the other community would make himself available to both

communities. But, I believe, in order to put the other candidate up for actual election as was done at the election meeting, a vote should have been taken. A vote should also have been taken about how to deal with the write-ins from all the faxed- and mailed-in votes. As this was not done, I believe it would best serve Glastonbury-- if all of the write-ins decline the position-- to advise North Glastonbury residents when the election results are publicized, that there were no residents to fill the position, but the South Glastonbury ombudsman would be available for both communities. This way the intent of the spontaneous decision at the meeting—to not leave North Glastonbury without an ombudsman—would be met, but without possibly violating our by-laws in doing so.

Daniel J. Kehoe

From: John T. Glover, Jr. [johnglover@montana.com]

Sent: Monday, November 12, 2001 11:45 AM

To: kehoe@goldenhelix.com

Cc: enewhouse@mcn.net

Subject: Subdivision

Dan - I see that the Board finds itself between a rock and a hard place (welcome to the politics of subdivision) as between the subdivider and the NIMBY's. Whether you have a Master Plan in place or not, this is a problem that will likely reoccur as more landowners attempt the further development of their lots, however, at present the Board's problem is exacerbated by the lack of a democratically approved objective standard (the Master Plan) on which to hang its reasons for or against the pending subdivision application. I am unclear as to whether the Board Board has or has not formally adopted set of objective interim development guidelines to serve until the Master Plan is completed. I think not.

In any event, it is my opinion that a decision must be rendered by the Board one way or the other. I do not think you should pass the buck. Your proposed resolution, although admirable in its attempt to find a "peaceful" solution, will likely be viewed by the applicant as a delay tactic, tantamount to a denial, and there is no guarantee that the process will result in a solution that all parties are happy with. I think that it is questionable under the Covenants that the Board has the authority or right to act as mediator or impose this sort of negotiation upon other other parties in this circumstance. I also think it is doubtful as to whether you want to invite a piecemeal master planning process as to Tract 7, which could serve as a precedent for other parties to argue for a similar stopgap measure. If you are reasonably convinced that the Board will be sued either way, then bottom line, the trick is to determine the most defensible decision that you can render based upon the standards at hand - and let the cards fall where they may. A creative solution may only increase your liability exposure from one side or the other.

With that in mind, it appears to me that density should be a non-issue. The Master Plan is not a governing instrument at present. It is not in effect, and to forecast that other landowners will somehow be prejudiced in the future by today's approval of the pending application by virtue of the terms of a Master Plan then in effect (which looks like today's draft), is not a proper calculus. Too many if's.

I do not understand the widening of the road easement by the subdivider from 25' to 40' to satisfy the new County standard. How was the subdivider able to accomplish this if the easement affects/crosses land owned by others (the shelter tract)? Who gave permission for the widening? Assuming though that the subdivider had the authority to widen the easement route, if the engineering is faulty such that the platted roadway encroaches upon an existing septic field, then it must be redrawn. This should be brought to the attention of the County, and this is the sort of objective problem that would justify the Board issuing a conditional denial of the subdivision application until this problem is fixed. I think you need to determine whether this problem actually exists or not.

I would not worry that this subdivision runs afoul of 9.03 as a degradation of lot standards. If the subdivision has met County standards and been approved, then I fail to see how anyone has an argument under this very general provision of the Covenants.

In conclusion, unless there is a legitimate concern as to the location of the driveway easement which would justify your putting a final decision on hold, I think you (the Board) have more to worry about if you (a) delay a final decision by throwing a planning process onto the parties, or (b) deny the subdivision largely on the basis of the draft Master Plan, than if you approve the subdivision on the basis that it meets all applicable County standards and there are no other GLA development standards (Master Plan or otherwise) presently in place which are not met (disgruntled neighbors notwithstanding). To put it another way, I am of the opinion that it you deny the subdivision, the developer has better arguments against the Board than do any aggrieved neighbors if you approve it. The aggreived neighbors, although more numerous, are legally the lesser of two evils.

Please feel free to call for further discussion, or if I am missing some bit of information. Thank you.

JTG

November 12, 2001

To Whom it May Concern,
When finalizing the Parcel 7 subdivision covenants of North Glastonbury I brought up the concept of dividing my parcel further in the future. I did not have the intentions to do so at that time, but wanted to have my options open. What our group said was that I would have to bear the full financial responsibility if I were to do so because of the possible EIS for a major subdivision. There was no objection to the concept.

I believe the intent of our subdivision was to create the least amount of restrictions possible. We were already under State, County, Glastonbury Land Owner Association and individual stipulations of the subdivision itself.

Sincerely,

James Bennett

2001-12-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 3, 2001

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David, 7:25 p.m., at Golden Ratio Woodworks. Dan, Jr. gave the opening prayer.

   PRESENT: David Tonkin (President), Robert Wallace (Vice President), Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Bruce Ganje, Daniel Kehoe, Jr., Charlotte Mizzi, Eric Newhouse
   ABSENT: Jon Olson, Ian Scott, Walter Wunsch
   PROXIES: Ian Scott to Eric Newhouse
   ALSO ATTENDING: Rudy Parker, Clare Parker, Richard Mead

2. **Reading and Disposition of the Minutes**

   MOTION: Eric moved and Dan, Jr. seconded to approve the amended November 5, 2001 meeting minutes. The motion passed.

   MOTION: Charlotte moved and Dan, Jr. seconded to approve the amended November 12, 2001 special meeting minutes. The motion passed.

3. **General Business**

   3.1 Lending Meeting Minutes to Prospective Buyers
   Handed out lists of annual meeting dates and a revised phone list of the board members. David reported he plans to send a letter out to Glastonbury landowners announcing election results, the status of the gate in high South, reminding everyone of the need for architect review and to list goals.

   3.2 North Glastonbury-Ombudsman
   David announced that Richard Johnson, the next write-in candidate, agreed to be the North Glastonbury ombudsman.

   3.3 Goal Setting
   David asked the board land committees think about GLA goals for the coming year. We will discuss goals at next meeting.

   3.4 Budget
   David asked the board and committees to develop budgets for the coming year.

4. **Report of Officers and Committees**

   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Rudy Parker reviewed the Balance Sheet. (see attached) He agreed to remove the listing of the Paradise Valley Recreation Center Funds on the balance sheet. These funds are in a different account.

   Cynthia handed out bank signature sheets for new board members.

File: Backup of MtgMins 12 03 01.wbk
Drafts: 4/19/02;4/30/02-FINAL
Approved: 5/6/02

4.2 Architecture Subcommittee: Robert Wallace, Chair
Eric reported that the water reservoir is now operational.

4.3 Road Committee: Ian Scott/ Bruce Ganje, Co-Chair
Philip introduced Richard Mead to give the board some recommendations about plowing roads in Glastonbury. It used to be his job to plow the roads in Glastonbury. Richard recommended mowing the weeds along side of the roads at the end of the summer to prevent snow drifting on to the roads. The board discussed buying a ¾ - 1 ton pickup for sanding the roads as well as the cost of maintaining the truck and insurance.

MOTION: Eric moved and Charlotte seconded that GLA write a letter to Ed Schilling, County Commissioners, asking County to pay for GLA loading gravel and prepping Dry Creek Road for paving. The motion passed.

4.4 Complaint Committee: Christine Johnston, Chair. No report.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. , Chair. No report.

4.6 Recreation Committee: Robert Wallace/Eric Newhouse, Co-Chair. No report.

4.7 Ombudsman Report: Regina Wunsch (SG) and Margaret Newhouse (NG). No report.

The meeting adjourned at 9:30 p.m. with no further business. The next meeting will be January 7, 2002.

NEW ACTION ITEMS: NONE

File: Backup of MtgMins 12 03 01.wbk
Drafts: 4/19/02;4/30/02-FINAL
Approved: 5/6/02

2001-12-03_BDGNAUX.pdf

March 10, 2002

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 2001
January through December 2001

	Jan - Dec 01
Income	
Assessment Prior to 1998 Paid	1,121.96
Bond Account	-250.00
Finance Charges	329.99
Interest CUT Pavement Loan	584.54
Interest Income	2,174.60
Land & Dwelling Assessment	
Dwelling Assessment 1998	240.00
Dwelling Assessment 1999	600.00
Dwelling Assessment 2000	2,397.53
Dwelling Assessment 2001	19,068.85
Golden Age Village Assessment	5,880.00
Land Assessment 1998	360.00
Land Assessment 1999	983.43
Land Assessment 2000	2,933.95
Land Assessment 2001	30,166.61
Total Land & Dwelling Assessment	62,630.37
Late Fee/Finance Charge	2,006.03
Total Income	68,597.49
Expense	
General Repairs & Maintenance	
Snow Fences	554.00
Weed Control	3,004.00
General Repairs & Maintenance - Other	960.00
Total General Repairs & Maintenance	4,518.00
Gifts/Appreciation	72.02
Insurance/Liability	4,625.51
Office Expense	
Copying & Mailing	306.88
Miscellaneous	10.00
Supplies	154.71
Office Expense - Other	627.32
Total Office Expense	1,098.91
Postage	200.28
Professional Fees	
Accountant	70.00
Bookkeeper	1,274.78
Legal Council/Service	715.58
Secretarial	608.50
Total Professional Fees	2,668.86
Rental	209.50
Road Repairs & Maintenance	
Grading & Graveling	14,855.00
Paving	69,933.77
Sanding	245.00
Snow Plowing	2,178.00
Total Road Repairs & Maintenance	87,211.77
Taxes	
Income Tax	50.00
Real Estate	113.66
Total Taxes	163.66
Unknown	750.00
Water Reservoir	3,539.50
Total Expense	105,058.01
Net Income	-36,460.52

Clare Parker Bookkeeping Services 406-333-4614

2002-01-07_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 7, 2002

1. Call to Order, Prayer:
The meeting was called to order by David, 7:25 pm, at Golden Ration Woodworks. Eric gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice President), Cynthia Dodge-Blocker (Treasurer), Charlotte Mizzi, Eric Newhouse, Jon Olson, Ian Scott, Walter Wunsch
ABSENT: Bruce Ganje, Philip Hoag, Daniel Kehoe, Jr., George Makris
PROXIES: Dan Kehoe, Jr. and George Makris to Cynthia Blocker
ALSO ATTENDING: Rudy Parker, Clare Parker

2. Reading and Disposition of the Minutes: Approval of December minutes was tabled until next month.

3. Report of Officers and Committees:

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
Rudy Parker reviewed the Balance Sheet, see attached.
Cynthia handed around bank signature sheets for the new board.

3.2 Architecture Subcommittee – Robert Wallace – Chair

3.3 Road Committee – Ian Scott, Bruce Ganje - Co-Chair
Philip introduced Richard Mead to give the board some recommendations about plowing roads in Glastonbury. It used to be his job to plow the roads in Glastonbury. Richard recommended mowing the weeds along side of the roads at the end of summer to prevent snow drifting on to the roads. The board discussed buying a ¾- to 1-ton pickup for sanding the roads and the cost of maintaining the truck and insurance.

3.4 Complaint Committee – Christine Johnston

3.5 Land Use Master Plan Committee – Daniel Kehoe, Jr. Chair

3.6 Recreation Committee – Robert Wallace & Eric Newhouse, Co-Chair.

3.7 Ombudsman Report Regina Wunsch (SG) and Margaret Newhouse (NG).
No Report.
Other Business: None

4.1 Election Committee: Mp report

4.2 Weed Control: No report

The meeting adjourned at 10 pm with no further business. The next meeting will be Feb. 4, 2002.

New Action Items: None

File: MtgMins 01 07 02
Drafts: 2/10, 4/29/02-Final
Amended: 2/4/02

2002-01-07_BDGNAUX.pdf

March 10, 2002

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 2001
January through December 2001

	Jan - Dec 01
Income	
Assessment Prior to 1998 Paid	1,121.96
Bond Account	-250.00
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Interest Income	2,174.60
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Dwelling Assessment 2000	2,397.53
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Total General Repairs & Maintenance	4,518.00
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Grading & Graveling	14,855.00
Paving	69,933.77
Sanding	245.00
Snow Plowing	2,178.00
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Taxes	
Income Tax	50.00
Real Estate	113.66
Total Taxes	163.66
Unknown	750.00
Water Reservoir	3,539.50
Total Expense	105,058.01
Net Income	**-36,460.52**

Clare Parker Bookkeeping Services 406-333-4614

2002-02-04_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

February 4, 2002

CONFIDENTIAL – DO NOT COPY

It appears that there were no minutes taken for this meeting.

2002-03-04_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 4, 2002

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin,7:10 p.m., at Golden Ratio Woodworks.
   PRESENT: David Tonkin (President), Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Bruce Ganje, Daniel Kehoe, Jr., George Makris, Charlotte Mizzi, Eric Newhouse, Jon Olsen, Ian Scot, Walter Wunsch.
   ABSENT: Robert Wallace (Vice-President)
   PROXIES:
   ALSO ATTENDING: Denise Orr (GLA secretary), Daniel Woodriff, Al and Julie Vinci

2. **Reading and Disposition of the Minutes**
   December 3, 2001 and February 4, 2002 minutes were not read and still need to be approved

3. **General Business**
   3.1 Goal Setting Update: David reviewed GLA Goals, dated 2/4/02.
   The goal to have web site running by April 2000 was approved.
   ACTION ITEM: Copy of goal list to be sent to GLA Board with April meeting agenda.

   3.2 Budget Report:
   ACTION ITEM: David will send a copy of budget to Board Members for review. Goal is to finalize budget at next GLA Board Meeting,
   ACTION ITEM: Ian and Bruce to review budget report to confirm if it is realistic.

4. **Report of Officers and Committees**

   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Cynthia presented (1) GLA Balance Sheet as of March 4, 2002 and (2) Transactions to Date. To cover our loan payment, Cynthia arranged with the bank an automatic transfer from our savings accounts to our checking account if needed. Clare Parker gave Cynthia a list of people up through 12/01 who are delinquent.

   4.2 Architecture Subcommittee: Robert Wallace, Co-Chair Was Not Present
   John Waid's subdivision proposal (from last meeting, Feb. 2002) was discussed. Discussed safety issues of the proposed driveway entering Dry Creek Road.
   ACTION ITEM: Bruce will have John Waid walk him through the proposed driveway entrance.

   Charlotte received a call from William Smith inquiring why approval for subdivision of Parcel B (Peter Graafland) hasn't been received.
   ACTION ITEM: Charlotte will investigate.

File: MtgMins 03 04 02.doc
Draft(s); 3/11/02; 3/20/02; 4/29/02-FINAL
Approved: 5/6/02

4.3 Road Committee: Bruce Ganje/Eric Newhouse, Co-Chair
Snow plowing of private driveways and private roads was discussed.
ACTION ITEM: Road Committee will develop a snow plowing proposal by end of May 2002 so a plan can be made for next winter.
ACTION ITEM: Eric to call Glover for suggestions to address the issue re: hiring independent contractors or others to plow. A list of people who do snowplowing and their fees will be compiled and should be included in our next mailing to landowners.

Discussed bent yield sign in North Glastonbury at Sirius and Story roads, options to replace it and complaints about near accidents occurring at the intersection. Final decision about sign was not made.

Discussed Tom Berry using Glastonbury roads to get to his home instead of Peter Story's road and if he should be asked to contribute toward road maintenance, etc.
MOTION: Dan, Jr. moved that we write a letter to Tom Berry asking him if he would like to purchase an easement for a one time price of $1,500 or contribute $120/yr toward upkeep of road. George seconded motion.
Dan, Jr. amended the motion that Tom Berry only be invited to pay $120 annual fee toward the road based on the price landowners pay annually per subdivided lot and not offer easement. George seconded this motion. The motion passed.
ACTION ITEM: Philip will call Tom Berry to explain above.

4.4 Complaint Committee: Charlotte Mizzi, Chair
COMPLAINT: Ian has witnessed and heard complaints about boys in a black Toyota driving fast and going off the road in GAV, etc.
ACTION ITEM: Charlotte to investigate and get names of violators. Charlotte to contact or write letter to parents regarding trespassing on private land.

COMPLAINT: Charlotte presented 1/14/02 letter from Kathleen Rakela and Rik Pittendorfer complaining about a black dog belonging to Paul Knoop living at 81 Capricorn Drive, Parcel 47 A.
ACTION ITEM: Charlotte will write Knoop a letter to clearly state and explain the specific GLA Covenants regarding animals. If Knoop won't cooperate and isn't a landowner, she will write to landowner.

COMPLAINT: Bruce mentioned 2 dogs in S. Glastonbury that chase elk and deer, etc.
ACTION ITEM: Bruce to call Michael Campbell to determine owners of 2 dogs

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr., Co-Chair

File: MtgMins 03 04 02.doc
Draft(s); 3/11/02; 3/20/02; 4/29/02-FINAL
Approved: 5/6/02

1) Dan reported on the meeting with Church Universal & Triumphant regarding the Land Use Master Plan. Meeting attendees: Daniel Kehoe, David Tonkin, Eric Newhouse and Charlotte Mizzi from GLA; Judith Filbert and William from the Church. All agreed meeting went well. The major points covered in GLA's letter to Church were reviewed at the meeting. Dan reviewed the following points with GLA:

- Disposition of funds previously raised for Master Plan: Church will confirm amount of funds and will match the funds.
- CUT's mineral rights in Glastonbury: Church has no problem about mineral rights issue and conservancy trust idea. Water rights and thermal rights are considered mineral rights. CUT owns water rights and will confirm exactly which ones they own. GLA agreed to file water rights on the stream that we're using to fill the fire reservoir in South Glastonbury.
- Next step for GLA and the Church is to determine their vision of the village centers. The Church said they have to be careful about not violating I.R.S. Code 501C3.

2) Dan presented Glastonbury Community Standards document (Section 6 lifted out of GLA Master Plan) so standards can be easily changed by the board. Discussed clause on pg. 9, 2.10, stating we have adopted Park County standards and these will take president over ours. ACTION ITEM: Board members should review and submit to Dan their comments on new Standards.

4.6 Recreation Committee: Eric Newhouse, Chair
Eric reported Recreation Committee has met and agreed to the relocation of recreation land. He is researching prices to make ready a soccer field by this Fall. Eric said Park County is thrilled about this space and all home games will be scheduled on this field.
ACTION ITEM: Ian will bring plans for layout of field to next meeting.

4.7 Web Site Committee: George Makris, Chair
George reported on the progress of GLA web site and discussed various fees and web features with the board. He thought that the cost to develop the web site should not exceed $300 and around $100/month to maintain. He passed out a sheet with possible information that could appear on web site and asked for suggestions. (see attached)
ACTION ITEM: George to research cost of putting GLA database, using a password, on the site.

MOTION: George moved/Dan seconded to use 3 names for GLA web site: (1) glastonburymontana.com (2) glastonburymt.com and (3) gla.com. ($15 per name each/yr.) Motion passed.

ACTION ITEM: Dan will provide Bylaws and Covenants (on PDF) for George to put on the web site. He will also try to find location of electronic copies of GLA Board meeting minutes

File: MtgMins 03 04 02.doc
Draft(s); 3/11/02; 3/20/02; 4/29/02-FINAL
Approved: 5/6/02

from year 2000.

Discussed putting GLA Board meeting minutes on the web site or just on a CD.

4.8 Ombudsman Report - Regina Wunsch, Not in attendance. No report.

5. Other Business

5.1 General:
Daniel Woodriff spoke briefly to appeal to Board to demonstrate "heart love" and "helpfulness in dealing with each other" so that we will be a loving community.

Introduced Al and Julie Vinci, new owners of Lot 22-B SG.

6. Next Meeting and Adjournment
The meeting adjourned at 9:45 p.m. The next meeting will be held April 8 at 7 p.m. at Golden Ratio Woodworks.

NEW ACTION ITEMS:

ACTION ITEM: Copy of goal list to be sent to GLA Board with April meeting agenda.

ACTION ITEM: David will send a copy of budget to Board Members for review. Goal is to finalize budget at next GLA Board Meeting (4/8/02).

ACTION ITEM: Ian and Bruce to review budget report to confirm if it is realistic.

ACTION ITEM: Bruce will have John Waid walk him through the proposed driveway entrance.

ACTION ITEM: Charlotte will investigate why approval for subdivision of Parcel B (Peter Graafland) hasn't been received.

ACTION ITEM: Road Committee will develop a snow plowing proposal by end of May 2002 so a plan can be made for next winter.

ACTION ITEM: Eric to call Glover for suggestions to address the issue re: hiring independent contractors or others to plow. A list of people who do snowplowing and their fees will be compiled and should be included in our next mailing to landowners.

ACTION ITEM: Philip will call Tom Berry to invited to pay $120 annual fee toward the road based on the price landowners pay annually per subdivided lot and not offer easement.

File: MtgMins 03 04 02.doc
Draft(s); 3/11/02; 3/20/02; 4/29/02-FINAL
Approved: 5/6/02

ACTION ITEM: Charlotte to investigate black Toyota complaint and get names of violators. Charlotte to contact or write letter to parents regarding trespassing on private land.

ACTION ITEM: Charlotte will write Paul Knoop a letter to clearly state and explain the specific GLA Covenants regarding animals. If Knoop won't cooperate and isn't a landowner, she will write to landowner.

ACTION ITEM: Bruce to call Michael Campbell to determine owners of 2 dogs in SG.

ACTION ITEM Board Members need to review Glastonbury Community Standards document (section 6 lifted out of Master Plan) that Dan gave to each one and submit to Dan their comments on new standards.

ACTION ITEM: Ian to bring plans for the layout of soccer field to next GLA Board Meeting.

ACTION ITEM: George to research cost of putting GLA database, using a password, on our web site.

ACTION ITEM: Dan will provide Bylaws and Covenants (on PDF) for George to put on the web site. He will also try to find location of electronic copies of GLA Board meeting minutes from year 2000.

File: MtgMins 03 04 02.doc
Draft(s), 3/11/02; 3/20/02; 4/29/02-FINAL
Approved: 5/6/02

2002-03-04_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

March 4, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - December 3, 2001
   - February 4, 2002

3. **General Business**

   3.1 **Goal Setting Update**

   3.2 **Finalize Budgets**

4. **Report of Officers and Committees.**

   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
   Action Item: Presentation by John Wade for Subdivision

   4.3 **Road Committee** – Bruce Ganje – Co-chair
   Action Item: Letter to William Pitt regarding high South gate status report
   Snow Plowing

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
   Action Item: Letter to the Church
   Report on Special Meeting to discuss Thomas More School Proposal
   Report on Meetings with the Church

   4.6 **Recreation Committee** - Eric Newhouse, Co-Chair
   Report on relocation of recreation land

   4.7 **Ombudsman Report** - Regina Wunsch (SG)

5. **Other Business**

6. **Next Meeting and Adjournment**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of March 4, 2002

	Mar 4, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	7,907.25
1st National Bank Savings	18,277.06
Total Checking/Savings	26,184.31
Accounts Receivable	
Accounts Receivable	122,511.72
Total Accounts Receivable	122,511.72
Total Current Assets	148,696.03
TOTAL ASSETS	**148,696.03**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	78,962.11
Net Income	58,007.40
Total Equity	148,696.03
TOTAL LIABILITIES & EQUITY	**148,696.03**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through March 4, 2002

	Jan 1 - Mar 4, 02	Jan 1 - Mar 4, 01	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	25.88	1,121.96	-1,096.08	-97.7%
Bond Account	0.00	-250.00	250.00	100.0%
Finance Charges	22.75	119.09	-96.34	-80.9%
Interest CUT Pavement Loan	641.31	0.00	641.31	100.0%
Interest Income	62.69	500.61	-437.92	-87.5%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	240.00	-240.00	-100.0%
Dwelling Assessment 1999	107.47	240.00	-132.53	-55.2%
Dwelling Assessment 2000	0.00	715.00	-715.00	-100.0%
Dwelling Assessment 2001	380.00	3,844.00	-3,464.00	-90.1%
Dwelling Assessment 2002	1,623.00	0.00	1,623.00	100.0%
Land Assessment 1998	14.12	120.00	-105.88	-88.2%
Land Assessment 1999	107.48	120.00	-12.52	-10.4%
Land Assessment 2000	94.35	715.00	-620.65	-86.8%
Land Assessment 2001	380.00	5,044.00	-4,664.00	-92.5%
Land Assessment 2002	2,103.00	0.00	2,103.00	100.0%
Total Land & Dwelling Assessment	4,809.42	11,038.00	-6,228.58	-56.4%
Late Fee/Finance Charge	117.49	591.16	-473.67	-80.1%
Misc Income	-35.54	0.00	-35.54	-100.0%
Total Income	5,644.00	13,120.82	-7,476.82	-57.0%
Expense				
General Repairs & Maintenance				
Snow Fences	30.00	0.00	30.00	100.0%
Total General Repairs & Maintenance	30.00	0.00	30.00	100.0%
Materials	38.28	0.00	38.28	100.0%
Office Expense				
Copying & Mailing	0.00	54.80	-54.80	-100.0%
Miscellaneous	12.94	10.00	2.94	29.4%
Supplies	0.00	84.73	-84.73	-100.0%
Office Expense - Other	0.00	77.01	-77.01	-100.0%
Total Office Expense	12.94	226.54	-213.60	-94.3%
Postage	32.00	98.66	-66.66	-67.6%
Professional Fees				
Bookkeeper	0.00	533.40	-533.40	-100.0%
Total Professional Fees	0.00	533.40	-533.40	-100.0%
Rental	0.00	32.00	-32.00	-100.0%

GLA 01123

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through March 4, 2002

	Jan 1 - Mar 4, 02	Jan 1 - Mar 4, 01	$ Change	% Change
Road Repairs & Maintenance				
Grading & Graveling	2,502.50	450.00	2,052.50	456.1%
Paving	7,556.32	0.00	7,556.32	100.0%
Sanding	0.00	245.00	-245.00	-100.0%
Snow Plowing	1,300.00	720.00	580.00	80.6%
Road Repairs & Maintenance - Other	610.65	0.00	610.65	100.0%
Total Road Repairs & Maintenance	11,969.47	1,415.00	10,554.47	745.9%
Water Reservoir	4,114.74	0.00	4,114.74	100.0%
Total Expense	16,197.43	2,305.60	13,891.83	602.5%
Net Income	**-10,553.43**	**10,815.22**	**-21,368.65**	**-197.6%**

2002-04-08_BDGN.pdf

Glastonbury Landbwners Association

Board of Directors Meeting Minutes

April 8, 2002

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at p.m, at Golden Ratio Woodworks. Charlotte gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Cynthia Dodge-Blocker (Treasurer), Bruce Ganje, Daniel Kehoe, Jr., George Makris, Charlotte Mizzi, Eric Newhouse (present for part of meeting), Ian Scot, Walter Wunsch
   ABSENT: Philip Hoag (Secretary), Jon Olsen
   PROXIES: Jon Olsen to Charlotte Mizzi; Philip Hoag and Eric Newhouse to Ian Scott
   ALSO ATTENDING: Denise Orr (GLA secretary), Dan Kehoe, Sr., John Waid

2. **Reading and Disposition of the Minutes**
   March 4, 2002 Minutes were given to each board member to review by next meeting.

3. **General Business**
   3.1 Lending Meeting Minutes to Propective Buyers
   Discussed a recent request of a prospective buyer who wants copies of GLA meeting minutes, specifically for years 2000 and 2001. Discussed format of minutes and concerns about confidentiality, including names associated with complaints.

   MOTION: Ian motioned and Robert seconded that GLA release GLA 2001 meeting minutes to a prospective buyer who has at least put down earnest money and who is in the process of closing a sale. There will be a fee to be determined based on cost of copying and Denise's time to prepare.
   AMENDMENT TO MOTION: Walter motioned and Ian seconded that borrower of minutes be required to sign a confidentiality non-disclosure agreement. And, if they are do not end up buying land, minutes must be returned. Amendment passed. Motion carried.

   In further discussion, the board agreed we could include "year end" financial statement with the above minutes. Consensus concluded that we send hard copy of minutes to prospective buyers.

4. **Report of Officers and Committees**

   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Cynthia passed out Expenses/Transactions to date to board members. (see attached)

   4.2 Architecture Subcommittee: Robert Wallace/Bruce Ganje, Co-Chair

   Parcel 28, SG: John Waid requested approval for 5 lot subdivision of Parcel 28 in South Glastonbury and passed out a map. Discussed and reviewed application.

File: MtgMins 04 08 02 Final.doc
Draft(s): 04/20/02;4/29/02;4/30/02-Final
Approved: 05 06 02-Final
Amended:

MOTION: Ian motioned and Bruce seconded to approve the subdivision of Parcel 28 in South Glastonbury based on information as explained by John with road easements, etc. Motion carried with one abstention.
John Waid agreed to include platted drain fields on the above map and to install a culvert under the private road servicing the subdivision where it connects to Arcturus Road.

Board discussed that in future we may want to require culverts based on the County's requirements.

Tract 22-D, NG: Jan & Raya Johansson's request for preliminary approval to build home beside their single-wide on 22-D. Single-wide is their current home and will be used as an office. Robert noted Johannsons were pre-approved to build.
MOTION: George moved and Robert seconded to approve Johansson's request on condition they put in a second septic system and receive County's approval in writing. Motion passed.

Tract 53-D, SG: Henry & Joan Follman's request for final approval of road into their premises.
MOTION: Robert motioned and Ian seconded the motion for Robert and Walter to 1) look at Tract 53-D to determine whether to approve the road, and 2) to inform board at next meeting if approved. Motion passed.

Discussed the need for the secretary (Denise) to receive copies of architectural review plans at each GLA Board of Directors meeting.

4.3 Road Committee: Bruce Ganje/Eric Newhouse, Co-Chair
Eric reported that recently the County told him it wants GLA to repair Dry Creek Road paving crack and then it will chip seal rest of the road. Eric suggested to County that it also chip seal NG in exchange for the expense GLA incurred on Dry Creek Road in summer 2001.
MOTION: Dan, Jr. motioned and Charlotte seconded to give the Road Committee (Eric, Bruce, Philip, Ian and Walter) the authority to develop a plan on how to approach the County Commissioners regarding the Dry Creek Road, including the possibility of chip sealing North Glastonbury roads, and also proceed with the repair at a $3,500 maximum cap. Motion passed.

Letter to Park County Commissioners: David read draft of letter from GLA to Park County Commissioners requesting reimbursement of preparation expenses GLA incurred for Dry Creek Road paving project in the summer of 2001. (see attached)
MOTION: Walter motioned and Ian seconded that the above letter to Park County Commissioners be sent as is. The motion carried with one abstention.

File: MtgMins 04 08 02 Final.doc
Draft(s): 04/20/02;4/29/02;4/30/02-Final
Approved: 05 06 02-Final
Amended:

Request for GLA to extend Arcturus Drive: Dan Kehoe, Sr. passed out a memo to board explaining above extension request. (see attached) Board discussed the issue at length. MOTION: George moved to accept Dan, Sr.'s request. No one seconded it. The matter was dropped.

ACTION ITEM: Letter to William Pitt regarding high South gate status report. Letter was sent 3/15/02. (see attached).

ACTION ITEM: Discuss driving ATV's and snowmobiles on GLA roads. First need to: 1) find GLA minutes and motions in which snowmobiles, RTVs, etc. on Glastonbury roads has been discussed, and 2) find memo that gave information about this subject to landowners in '97.

ACTION ITEM: Yield sign on Story Road. Ian will straighten.

ACTION ITEM: Philip Hoag's contact with Tom Berry. (No report)

Charlotte reported that GAV residents asked if GLA would replace stop sign with yield sign. The board agreed to replace the sign. Discussed missing road signs.

Cynthia reported that her husband, Dan Blocker, offered to paint and maintain South Glastonbury entrance sign if GLA would pay for materials.
MOTION: Dan motioned and Charlotte seconded to pay Dan for painting materials and to maintain South Glastonbury entrance sign. Motion passed.

Board discussed forming a committee to research information to be added to existing Glastonbury entrance signs or to be placed on new ones.

David reported that GLA bought a copy of County Subdivisions Rules, which includes road standards.

4.4 Complaint Committee: Charlotte Mizzi, Chair

ACTION ITEM: **John Brettschneider:** Complaint about his construction material. No report

ACTION ITEM: **Black Toyota:** Ian reported it was no longer an issue since the car was totaled in an accident.

ACTION ITEM: **Kathleen Rakela/Rick Pittendorfer's Complaint about Knoop Dog:**

File: MtgMins 04 08 02 Final.doc
Draft(s): 04/20/02;4/29/02;4/30/02-Final
Approved: 05 06 02-Final
Amended:

Charlotte sent letter to Paul Knoop and copied to Kathleen and Rick. (see attached)

ACTION ITEM: **Complaint about Two Dogs in South Glastonbury:** No action yet.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr./Eric Newhouse, Co-Chair
Dan, Jr. reported that on April 15, GLA members will meet with Judith Filbert and her assistant, William Smith, both representing the Church, to explain our approach to the Master Plan in relation to the village centers. Judith & William will then present this information to Church board.

ACTION ITEM: Review "Master Plan Standards" document. Action tabled until next meeting.

Snow Fencing on Private Property: Briefly discussed snow fencing on private property.

4.6 Recreation Committee: Eric Newhouse, Chair
David reported that the Church board approved the land swap for the recreation area.

Ian reported on the progress made on building the soccer field.

4.6 Web Site Committee: George Makris, Chair
George passed out several versions of picture that could appear on our web site and everyone agreed that the lighter picture should be used. Daniel noted that Covenants and Bylaws as PDF are too large to be put on GLA web site. There was a discussion about creating a password for Glastonbury landowner's to use to access GLA web site.

4.9 Ombudsman Report: Regina Wunsch (SG) No report.

5. Other Business
5.1 Charlotte proposed spring clean-up in North and South Glastonbury (one weekend for each.) It was discussed and board was in favor.

6. The meeting adjourned at 10:10 p.m. The next meeting will be held on May 6, 2002, 7 p.m. at Golden Ratio Woodworks.

NEW ACTION ITEMS (See next page)

File: MtgMins 04 08 02 Final.doc
Draft(s): 04/20/02;4/29/02;4/30/02-Final
Approved: 05 06 02-Final
Amended:

NEW ACTION ITEMS

ACTION ITEM: Dan, Jr. and Robert will revise Architectural Application/Approval form.

ACTION ITEM: The Road Committee will develop a plan on how to approach the County Commissioners regarding the Dry Creek Road, including the possibility of chip sealing North Glastonbury roads, and also proceed with the repair at a $3,500 maximum cap.

ACTION ITEM: Robert and Walter to 1) look at Henry & Joan Follman's Tract 53-D to determine whether to approve the road, and 2) to inform board at next meeting if approved.

ACTION ITEM: Cynthia will look for a replacement for missing Gemini sign.

ACTION ITEM: Replace GAV Stop sign with North Glastonbury Yield sign at the south end.

ACTION ITEM: Charlotte to handle complaint about John Brettschnieder's construction material.

ACTION ITEM: Charlotte as Chair with Ian, Bruce and Dan will come together as a committee to gather information (e.g. speed limit, regulations) that could be added on to entrance signs to North and South Glastonbury or to additional signs and will present findings at our next meeting.

ACTION ITEM: Charlotte will organize North and South Glastonbury clean-up weekends in May and possibly June. She will price green roll-offs for non-hazardous materials and put flyer together.

ACTION ITEM: Recreation Committee will present a plan for the new recreational area to the GLA Board.

ACTION ITEM: Denise to 1) find GLA minutes and motions in which snowmobiles, RTVs, etc. on Glastonbury roads has been discussed, and 2) find memo that gave information about this subject to landowners in '97.

File: MtgMins 04 08 02 Final.doc
Draft(s): 04/20/02;4/29/02;4/30/02-Final
Approved: 05 06 02-Final
Amended:

2002-04-08_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

April 8, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - December 3, 2001
   - February 4, 2002
   - March 4, 2002

3. **General Business**
   3.1 **Finalize Budgets**

   3.2 **Review Sending out Meeting Minutes**

   3.3 **Goals: Discuss improving street maps for Glastonbury**

4. **Report of Officers and Committees.**

   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair

   4.3 **Road Committee** – Bruce Ganje – Co-chair
   Action Item: Letter to William Pitt regarding high South gate status report
   Action Item: Discuss driving ATV's and snowmobiles on Glastonbury roads
   Action Item: Yield Sign at Story Road
   Action Item: Philip Hoag's contact with Tom Berry

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
   Complaints:
   1) John Bretthneidert
   2) Black Toyota
   3) Kathleen Rakela/Rick Pittendorfer re: Paul Knoop dog
   4) 2 dogs in South Glastonbury

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
   Report on Meetings with the Church
   Glastonbury Standards

   4.6 **Recreation Committee** - Eric Newhouse, Co-Chair
   Report on relocation of recreation land

   4.7 **Ombudsman Report** - Regina Wunsch (SG)

5. **Other Business**

6. **Next Meeting and Adjournment**

4/8 mg

04/07/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of April 7, 2002

	Apr 7, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	15,758.17
1st National Bank Savings	26,338.42
Total Checking/Savings	42,096.59
Accounts Receivable	
Accounts Receivable	103,832.47
Total Accounts Receivable	103,832.47
Total Current Assets	145,929.06
TOTAL ASSETS	**145,929.06**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	78,842.11
Net Income	55,360.43
Total Equity	145,929.06
TOTAL LIABILITIES & EQUITY	**145,929.06**

04/07/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through April 7, 2002

	Jan 1 - Apr 7, 02	Jan 1 - Apr 7, 01	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	220.00	1,121.96	-901.96	-80.4%
Bond Account	250.00	-250.00	500.00	200.0%
Finance Charges	58.79	127.09	-68.30	-53.7%
Interest CUT Pavement Loan	641.31	0.00	641.31	100.0%
Interest Income	124.05	718.84	-594.79	-82.7%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	240.00	-240.00	-100.0%
Dwelling Assessment 1999	177.47	240.00	-62.53	-26.1%
Dwelling Assessment 2000	-120.00	890.00	-1,010.00	-113.5%
Dwelling Assessment 2001	751.50	8,055.67	-7,304.17	-90.7%
Dwelling Assessment 2002	7,770.00	0.00	7,770.00	100.0%
Golden Age Village Assessment	0.00	1,470.00	-1,470.00	-100.0%
Land Assessment 1998	120.00	120.00	0.00	0.0%
Land Assessment 1999	177.48	120.00	57.48	47.9%
Land Assessment 2000	14.35	890.00	-875.65	-98.4%
Land Assessment 2001	1,065.04	11,632.33	-10,567.29	-90.8%
Land Assessment 2002	11,949.88	0.00	11,949.88	100.0%
Total Land & Dwelling Assessment	21,905.72	23,658.00	-1,752.28	-7.4%
Late Fee/Finance Charge	260.78	591.16	-330.38	-55.9%
Misc Income	-35.54	0.00	-35.54	-100.0%
Total Income	23,425.11	25,967.05	-2,541.94	-9.8%
Expense				
General Repairs & Maintenance				
Snow Fences	30.00	0.00	30.00	100.0%
Total General Repairs & Maintenance	30.00	0.00	30.00	100.0%
Materials	38.28	0.00	38.28	100.0%
Office Expense				
Copying & Mailing	86.38	54.80	31.58	57.6%
Miscellaneous	12.94	10.00	2.94	29.4%
Supplies	0.00	84.73	-84.73	-100.0%
Office Expense - Other	62.90	77.01	-14.11	-18.3%
Total Office Expense	162.22	226.54	-64.32	-28.4%
Petty Cash	150.00	0.00	150.00	100.0%
Postage	117.75	98.66	19.09	19.4%
Professional Fees				
Accountant	85.00	70.00	15.00	21.4%
Bookkeeper	623.00	533.40	89.60	16.8%
Secretarial	181.80	266.25	-84.45	-31.7%
Total Professional Fees	889.80	869.65	20.15	2.3%
Rental	0.00	44.50	-44.50	-100.0%

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through April 7, 2002

	Jan 1 - Apr 7, 02	Jan 1 - Apr 7, 01	$ Change	% Change
Road Repairs & Maintenance				
Grading & Graveling	2,502.50	862.50	1,640.00	190.1%
Paving	7,556.32	0.00	7,556.32	100.0%
Sanding	0.00	245.00	-245.00	-100.0%
Snow Plowing	2,080.00	720.00	1,360.00	188.9%
Road Repairs & Maintenance - Other	610.65	0.00	610.65	100.0%
Total Road Repairs & Maintenance	12,749.47	1,827.50	10,921.97	597.7%
Taxes				
Income Tax	0.00	50.00	-50.00	-100.0%
Total Taxes	0.00	50.00	-50.00	-100.0%
Water Reservoir	4,114.74	0.00	4,114.74	100.0%
Total Expense	18,252.26	3,116.85	15,135.41	485.6%
Net Income	**5,172.85**	**22,850.20**	**-17,677.35**	**-77.4%**

Glastonbury Landowners Association

Goals

April 1, 2002

1. Become more user-friendly
2. Ratify the Master Plan - **July 2002**
3. Install soccer field in Glastonbury new recreation area - **Fall 2002**
4. Complete a budget for GLA – **March 2002**
5. Upgrade the review process to make it more effective and consistent. Also up grade our filing system of approved projects.
6. Resolve the snow removal and sanding problems
7. Make a list of desired road projects and develop priorities for them
8. Hire a secretary - **March 1, 2002 [Done]**
9. File liens on parcels with outstanding assessments **July 2002**
10. Have web site running - **April 2002**

File: GLAGoals040102.doc
04/02/02

Glastonbury Landowners Association, Inc.
PO Box 312
Emigrant, Montana 59027

April 7, 2002

Paul Knoop
P.O. Box 978
Emigrant, MT 59027

Re: Unrestrained Dog

Dear Mr. Knoop,

The Glastonbury Landowners Association received a written complaint and several verbal complaints regarding your dog. Your dog has been roaming all over North Glastonbury trespassing on other peoples property. The complainant has reported this to you and nothing has been resloved. This has become a nuisance to other dog owners claiming that food left for their dog is eaten up by your dog. One Board member had the same experience. I can also personally attest of seeing a black dog roaming around North Glastonbury.

According to Glastonbury Declaration of Covenants, Section 4.02, Landowners' Animals.

> *Landowners desiring to raise or keep animals of any kind, including dogs and pets, must restrain them within their own land to insure that they will not trespass on other parcels or adjoining roads or land. Landowners are solely responsible to insure that none of the animals kept on their land shall harass or threaten humans, livestock or wildlife or shall cause a nuisance of any kind. .....*

Please consider this a ten day notice to resolve the complaint made. Should a second notice be needed to resolve the violation described in the complaint above due to a lack of response the Board may take stronger action with the proper authorities.

We hope that this situation is remedied to the satisfaction of all concerned parties. For a peaceful and healthy community, I remain,

Sincerely,

Charlotte Mizzi
Complaint Committee

cc: GLA Board

Submitted at 4/8/02 mtg

MEMO

To: Glastonbury Landowners Assoc.
From: Dan Kehoe, Sr.
Subject: Extension of Arcturus Drive, S. Glastonbury

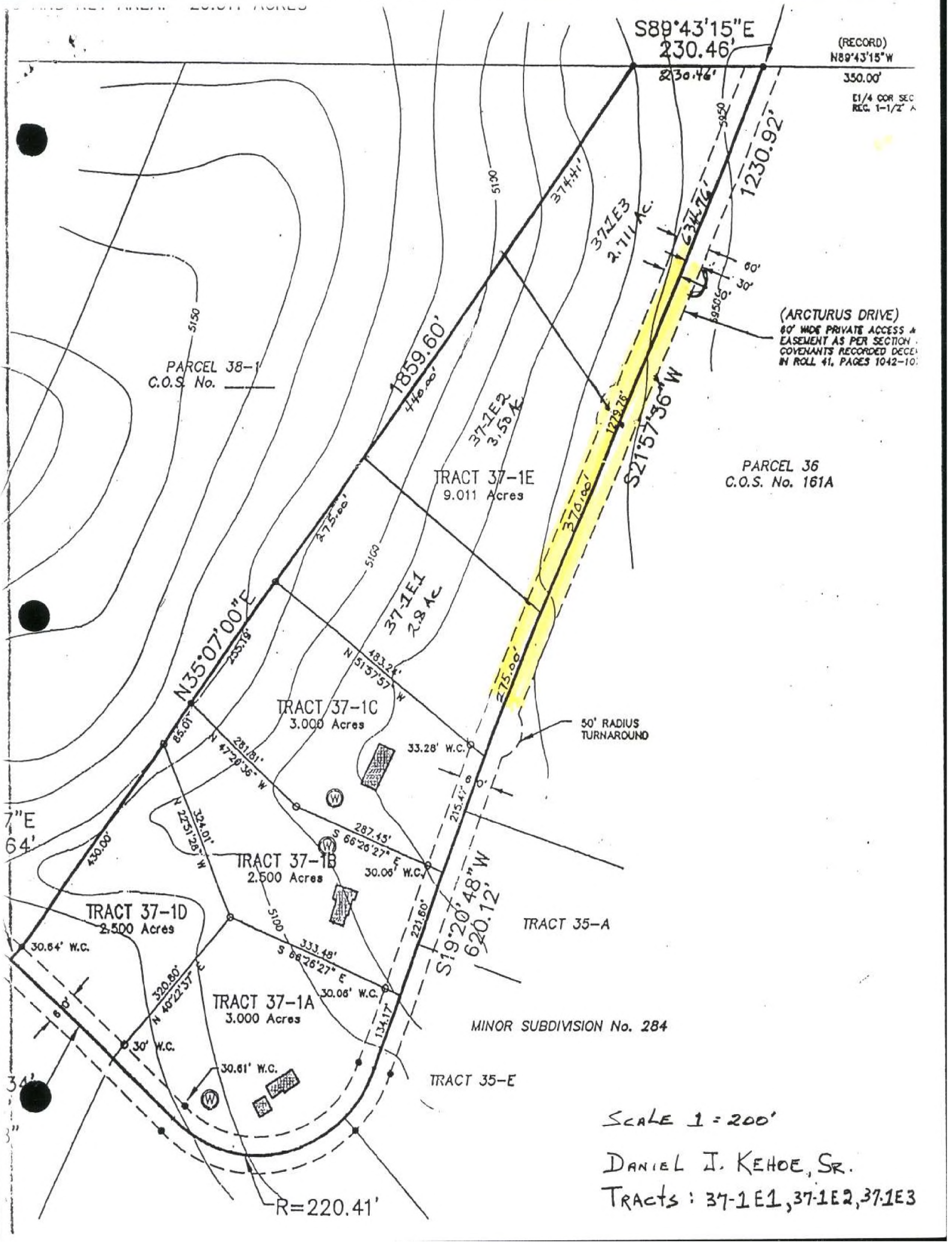
This is to Request the GLA cover the cost of Extending Arcturus Drive by approximately 860 L.F. at an Estimated Cost of $10,600.00.

The Road Extension will soon, hopefully, service 3 of my lots on Parcel 37 and 5 lots of Robert Wallace. Robert Wallace has already begun work on this Road Extension, and he has estimated that $10,600 would cover the cost if constructed 24 feet wide as the other Glastonbury Roads.

Attachments:
1. Page 1 of the Bylaws, Article II, B.
2. Page 5 of the Bylaws, Article VI, B,2.
3. Page 17 of the Covenants, Article 8.01, d.
4. Proposed Road Extension Highlighted on Site Plan.

Bottom Line: The proposed Road Extension will serve 3 Kehoe Lots and 5 Wallace lots.
GLA income from 8 Vacant Lots @ $120.00 = $960. per Yr.
GLA income from 8 occupied Lots @ $240.00 = $1,920. per Yr.

Dan Kehoe, Sr.


S89°43'15"E
230.46'
(RECORD)
N89°43'15"W
350.00'
230.46'
E1/4 COR SEC
REC. 1-1/2" A
1230.92'
S21°57'36"W
1279.76'
376.00'
275.00'
(ARCTURUS DRIVE)
60' WIDE PRIVATE ACCESS A
EASEMENT AS PER SECTION
COVENANTS RECORDED DECE
IN ROLL 41, PAGES 1042-10
PARCEL 36
C.O.S. No. 161A
PARCEL 38-1
C.O.S. No. _____
1859.60'
440.00'
N35°07'00"E
475.00'
255.19'
TRACT 37-1E
9.011 Acres
37-1E3
2.711 Ac.
37-1E2
3.58 Ac.
37-1E1
2.8 Ac.
TRACT 37-1C
3.000 Acres
TRACT 37-1B
2.500 Acres
TRACT 37-1D
2.500 Acres
TRACT 37-1A
3.000 Acres
TRACT 35-A
TRACT 35-E
MINOR SUBDIVISION No. 284
50' RADIUS
TURNAROUND
33.28' W.C.
30.06' W.C.
30.64' W.C.
30' W.C.
30.61' W.C.
S19°20'48"W
620.12'
R=220.41'
Scale 1 = 200'
Daniel J. Kehoe, Sr.
Tracts: 37-1E1, 37-1E2, 37-1E3

GLA 01139

BYLAWS

OF

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

ARTICLE I

NAME AND LOCATION

A. **Name.** The name of the Corporation is GLASTONBURY LANDOWNERS ASSOCIATION, INC. (hereinafter referred to as the "Association").

B. **Principal Office.** The principal office of the Association in the State of Montana is located at 123 Arcturus Drive, Emigrant, Montana 59027 and the mailing address is Post Office Box 312, Emigrant, Montana 59027. The Association may have such other offices, within or without the State of Montana, as its Board of Directors may designate or as the Association's business may require.

C. **Registered Office and Registered Agent.** The address of the initial registered office and the name of the initial registered agent required by the laws of the State of Montana shall be as set forth in the Articles of Incorporation. The registered agent and the address of the registered office may be changed from time to time by the Board of Directors.

ARTICLE II

OBJECTS

A. **Landowners Association.** These Bylaws are adopted in order to establish a landowners association (or community association) pursuant to the Declaration of Covenants for the Community of Glastonbury, recorded in the Office of the Park County Clerk and Recorder on December 16, 1982 in Roll 41, pages 1042-1078, as Document No. 173158, together with all additions and amendments thereto (hereinafter referred to as the "Covenants"), and pursuant to the nonprofit corporation statutes of the State of Montana.

B. **Purposes.** The purposes of the corporation are as set forth in the Articles of Incorporation, and more specifically as follows:

To provide for the management, administration, maintenance, preservation and control of the parcels, roads and common properties within the real estate development commonly known as the "Community of Glastonbury" in Park County, Montana, including that property which is subject to and burdened by the Covenants (hereinafter referred to as the "Property"), and to promote the health, safety and welfare of the landowners and residents within the above-described Property.

ARTICLE VI

BOARD OF DIRECTORS

A. **Number and Qualifications.** The affairs of the Association shall be governed by a Board of Directors. The Initial Directors shall be those Members of the Association appointed by the Incorporator identified in the Articles of Incorporation. Thereafter, the Board shall have an even number of positions available to be filled at election. Initially, this number shall be twelve (12). The actual number of Directors shall be those who have been nominated and elected to office from time to time as provided herein; however, the number of Directors shall not be reduced to fewer than four (4), nor increased to more than twelve (12). Of the twelve positions available on the Board of Directors, up to six positions shall be elected from Glastonbury North and up to six positions shall be elected from Glastonbury South, respectively, on separate ballots from among two separate groups of qualifying candidates.

B. **General Powers and Duties.** The business and affairs of the Association shall be managed by the Board of Directors. Such Directors shall in all cases act as a Board which shall have the powers and duties necessary for the administration of the affairs of the Association and may do all such acts or things as are not by law or by the Covenants, Bylaws or Articles of Incorporation directed to be exercised and done by the Members. The Board shall be regularly convened and shall act by majority vote of those members present at a meeting, unless provided otherwise herein or in the Articles of Incorporation. Such powers and duties of the Board shall include, but not be limited to, the following:

1. Conduct, manage and control the affairs and business of the Association;

2. Make capital expenditures, enter into contracts and agreements, and provide the services and functions as are necessary to operate and maintain the Property and carry out the business of the Association, provided, however, that the following capital expenditures, contracts and agreements shall be approved by the Members as provided in Article V, paragraph F, of these Bylaws:

   a. Individual contracts and agreements with a term in excess of five (5) years;

   b. The sum of all capital expenditures in any given fiscal year totaling more than thirty percent (30%) of the Associations' average annual operating budget for the preceding three (3) years; and

   c. Mortgaging, encumbering or otherwise disposing of any real property of the Association;

3. Fix, levy, collect and enforce the payment of common charges and assessments to Members required to carry out the duties and obligations of the Association, including, without limitation, the operation and maintenance of the community common property and roads;

4. Issue quarterly statements of account on the assessments and take necessary and appropriate action to collect assessments from Members and

SECTION 8. ROADS AND EASEMENTS

8.01. Platted Road Easements. The platted road easements are those which are shown on the Certificates of Survey of the Community and generally labeled as "private access and public utility easement." These are private easements for access, utilities and a road system in the Community. A perpetual and exclusive easement and right-of-way is hereby reserved upon, across, over and under the real property shown on Certificates of Survey of the Community and labeled as "private access and public utility easement," for the use and benefit of the Association and Landowners, for the following uses and purposes and subject to the following terms and conditions:

a. The Association and all of the Landowners and their guests have the right to use any of the platted road easements opened by the Association and upon which developed roads and/or trails have been placed;

b. Use of the platted road easements is limited to motorized and nonmotorized vehicular traffic, pedestrian and equestrian traffic, livestock, public utilities, ditches and canals, pipelines, landscaping, fencing, roads, trails, and such other uses and purposes as shall be engaged in or permitted from time to time by the Association or as are otherwise contemplated by these covenants;

c. The Association intends to maintain a private road system within the platted road easements for vehicular access to the various parcels within the Community. Initial construction by the developer(s) was intended to be to a basic gravel and dirt consistency. The Association may designate and define different qualities or levels of road construction and maintenance within the Community (such as residential roads, foothill roads, mountain roads, etc.) according to its limited ability to deal with such conditions as topography, terrain, elevation, native soil and materials, slope, grade, easement location, parcel location, drainage, climate, weather, snow, ice and mud, and limited resources and equipment. The quality, quantity and/or level of road construction and maintenance may be upgraded by the Association at any time. The Association shall have the exclusive discretion and option to give permanent names to any or all of the roads and streets in the Community;

d. Some of the platted road easements on the Certificates of Survey of the Community come to cul-de-sacs and then extend to an exterior Community boundary and terminate. The cul-de-sacs are the intended termination points of the initial road construction program. However, the extensions to Community boundary lines are being reserved for possible future road extensions or additions to the Community, access to other areas, road loops, efficient utility access, etc., and are included within all of the terms and conditions hereof. The Association may elect to open these easements and construct roads upon them at any time in the future;

e. The Association shall from time to time make, alter and enforce rules of health, safety, convenience and conduct on the platted road easements, including, but not limited

Notice Of Meeting of Board of Directors

Of

Glastonbury Landowners Association

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on April 8, 2002, 7:00 PM, at the Golden Ratio Woodworks, Emigrant, Montana.

Dated 4/01/02

By: Denise M Orr
Denise Orr
Secretary

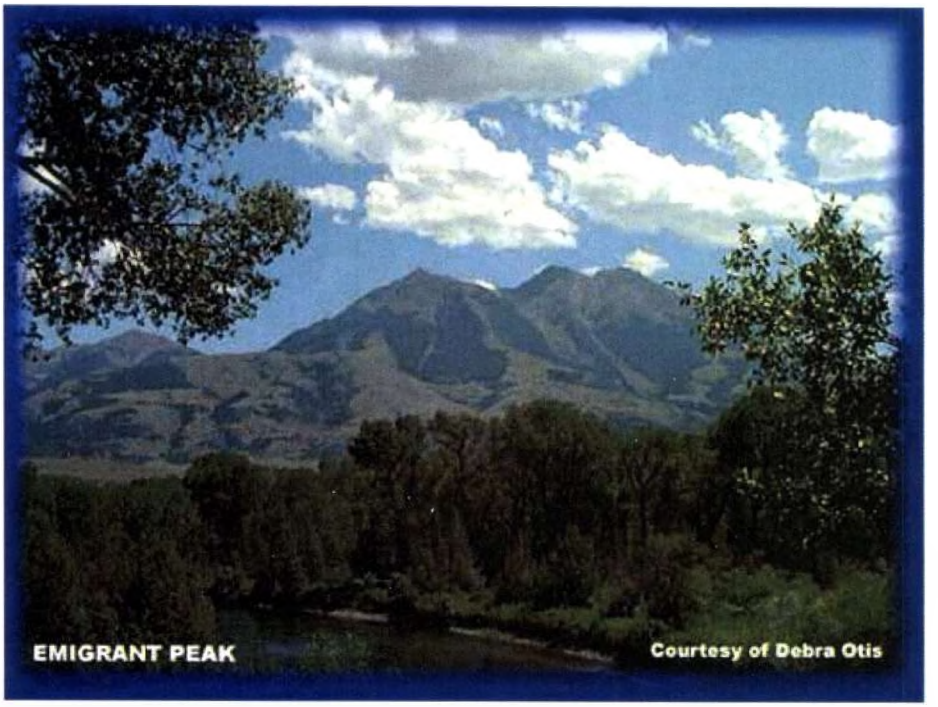
PROXY

I Jon Olsen give Charlotte Mizzi my proxy to vote at above meeting GLA

Jon Olsen
4-6-02

9593

Website
4/8/02



Covenants	Notice of Meetings	Road Maps
Bylaws	Map & Directions	Snowplowers
Draft Master Plan	Calendar of Events	About Us
Rules & Procedures	Applications for New Buildings	Notice Board

2002-05-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 6, 2002

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1. **Call to Order, Prayer**
The meeting was called to order by David Tonkin at 7: 25 p.m., at Golden Ratio Woodworks. Charlotte Mizzi gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Philip Hoag (Secretary), Bruce Ganje, Charlotte Mizzi, Eric Newhouse, Jon Olsen, Walter Wunsch
ABSENT: Cynthia Dodge-Blocker (Treasurer), Daniel Kehoe, Jr., George Makris, Ian Scott
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary), Claire Parker (Accountant)

2. **Reading and Disposition of Minutes**
February 4, 2002 Minutes: Tabled until next meeting.

MOTION: Eric moved and Charlotte seconded to approve Dec. 3, 2001 and March 4, 2002 meeting minutes and to approve as amended the April 7, 2002 meeting minutes. The motion passed unanimously.

3. **General Business**
3.1 Finalize Budgets
This was done at last meeting. Claire to put budget on monthly accounting sheet.

3.2 Land Switch of Parcel 16-B NG in place of Parcel 21 NG. (Land to be used for recreational purposes.)
MOTION: Bruce moved and Robert seconded that GLA will deed back Parcel 21 North to the Church as they deed over Parcel 16-B to GLA. David Tonkin has the right to sign the necessary papers to accomplish this exchange with the understanding that the same criteria used in the Parcel 21 deed will be used in Parcel 16-B.

4. **Report of Officers and Committees**
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer. No report.
Denise passed out copies of "Transactions to Date as of May 6, 2002" on Cynthia's behalf.
Claire Parker passed out GLA Balance Sheet as of May 7, 2002.

4.2 Architecture Subcommittee - Robert Wallace, Co-chair
ACTION ITEM: Finalize Architectural Review forms. Forms need completion.

Discussed problems involved with landowners starting a building project (driveway/house/ septic systems) without submitting an application review form to GLA Board and receiving their approval.
MOTION: Philip moved and Walter seconded that GLA Board will: 1) File with the Title Companies and Clerk Recorder the GLA Architectural Review form which any buyer of Glastonbury land will automatically receive when their title is processed. 2) Revise the

File: MtgMins 05 06 02
Draft(s); 5/16/02, 5/22/02, 5/23/02
Amended: 6/3/02-FINAL

architectural review form to state that the GLA Board reserves the right to impose an engineering review fee (if needed) and to impose a $250 penalty fee to landowners who start a project before their application is reviewed and approved. 3) Create a sign/notice to post on the property of a landowner where construction has started without the owner submitting an application to GLA Board and/or receiving approval. The motion carried unanimously.

Tract 32-B NG/Gerald Dubiel. Preliminary approval request: residence double wide.
MOTION: Robert moved and Walter seconded that Robert and Eric need to check out the double wide and have the authority to grant preliminary approval. The motion carried unanimously.

Track 70-A SG/ Jean Louis & Lori Gillet. Preliminary approval request: residence/septic system.
MOTION: Robert moved and Walter seconded to give preliminary approval to the Gillet's request to build a log cabin residence and septic system on Tract 70-A SG. The motion carried unanimously.

Parcel 53-E SG / Bob & Anne Cragg. Preliminary approval request: home, drainfield and road.
MOTION: Robert moved and Bruce seconded to give preliminary approval for Cragg's home, drainfield and road on 53-E SG. The motion carried unanimously.

Lot 69 SG/Carl Anderson. Carl has already begun to build a driveway but has not submitted an application form or received GLA approval for his driveway. Carl has been informed about this requirement.
MOTION: Philip moved and Jon seconded that Robert will call Carl and advise him not to continue building until he submits a review application form for his driveway and receives GLA approval. Robert may also place a sign on Carl's property informing him of the same.

4.3 Road Committee – Bruce Ganje & Ian Scott – Co-chair
ACTION ITEM: Extending width of Dry Creek Road and County chip sealing: Eric widened Dry Creek Road.
ACTION ITEM: Locate Gemini Road sign: Not discussed.
ACTION ITEM: Replacing Stop sign at GAV: Not discussed.

4.4 Complaint Committee – Charlotte Mizzi - Chair
John Bretthschneider Complaint re: Parcel #81.
Charlotte presented draft of letter to be sent to Don Hansard (property owner of Parcel #81 SG) in response to John Brettschneider's complaint about shelter stockpile of heavy equipment on his property. The Board suggested some edits and all were in favor of sending letter with amendments.

Everett Johnston Complaint Re: Parcel 60 SG shelter mess and a house on Parcel 59.
MOTION: Philip moved and Robert seconded that Charlotte send letter to Everett (as dictated by Philip and read to GLA Board) and copy to John Fanuzzi (who owns the house on Parcel 59). The motion passed unanimously

Christy Dhieux-Bray, Parcel 10-D NG, Complaint Re: Hani Cannon's Tent on Creek Easement.
Charlotte to call Christy informing her that she is landowner, and per Glastonbury Covenants, she can ask Hani to exit, and if Hani doesn't comply, Christy can call sheriff.

Kathleen (Ulrich) Woodriff: Long History of Property EyeSore and Building Violations
MOTION: Philip moved and Robert seconded that Charlotte send letter (as dictated by Philip) to Kathleen, cc'd to County, as final notice to clean up her property and submit building applications by June 12 or GLA will turn situation over to our attorney to file injunctive relief to District Court. Robert to check out Kathleen's property before letter is sent. The motion passed unanimously.

4.5 Land Use Master Plan Committee - Daniel Kehoe, Jr., Co-chair. No report
Report on meetings with the Church: Tabled until next meeting.

4.6 Recreation Committee - Eric Newhouse, Co-Chair
ACTION ITEM: Present plan for recreation land. Tabled until next meeting.

4.7 Web Site – George Makris: No report.

4.8 Ombudsman Report - Regina Wunsch (SG) & Richard Johnson (NG)

5. Other Business

5.1 Clean-up Weekend (May 18th & 19th) – Charlotte Mizzi
Charlotte reported that we can get roll offs for $300 (round trip) delivered to wherever we want @ $4/day. The board agreed to fund the project. Robert will see if he can get children involved.

5.2 Travel Trailer Parked on Arcturus Road, Parcel 53 E SG.
Discussed the occupied travel trailer parked on Parcel 53 E SG and whether the Covenants allow for it. The board agreed to post a note on the travel trailer regarding this issue.
ACTION ITEM: David to work w/Bruce to compose note to be left on door of travel trailer on Parcel 53 E, SG.

File: MtgMins 05 06 02
Draft(s); 5/16/02; 5/22/02; 5/23/02
Amended: 6/3/02-FINAL

6. Next Meeting and Adjournment

The meeting was adjourned at 10:20 p.m. with no further business.
The next meeting will be held June 3, 2002 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS:

ACTION ITEM: Robert/Architectural Committee to revise architectural review form to include engineering fee and penalty, etc.

ACTION ITEM: Eric to talk to Dean at Guardian Title and County Recorder about filing architectural review form. (See number 4.2 above)

ACTION ITEM: Bruce to create a notice to post on property where construction has started and no application form has been submitted and/or approved.

ACTION ITEM: Robert and Eric to check out Gerald Dubiel's double wide on Tract 32-B NG and, if satisfactory, grant preliminary approval to Gerald.

ACTION ITEM: Robert to call Carl Anderson/Lot 69 SG to advise him not to continue building until he submits a review application form for his driveway and receives GLA approval. Robert may also place a sign on Carl's property informing him of the same.

ACTION ITEM: Denise to call Bob or Ann Cragg and ask who were the former renters that bought land at Glastonbury and Parcel # of the land they bought, etc.

ACTION ITEMS: In response to John Brettschneider's complaint, Charlotte will send letter to Don Hansard a copy to John Brettschneider.

ACTION ITEM: In response to Everett Johnston's complaint, Charlotte will send letter to Everett Johnston and copy to John Fanuzzi.

ACTION ITEMS: Robert to check out Kathleen Woodriff property and inform Charlotte if still an eyesore or if it has been cleaned up, etc. Next, Charlotte to write to Kathleen (cc'd to County) as discussed in 4.4 above.

ACTION ITEM: Charlotte to call Christy Dhieux-Bray re: tent on her property.

ACTION ITEM: Bruce to talk to John Fanuzzi and find out who bought the house that was on Parcel 59 property and remind him that he needs to submit an application before moving house.

ACTION: Walter to scan "Road Specifications Standards for Gravel Road Construction"

File: MtgMins 05 06 02
Draft(s); 5/16/02; 5/22/02; 5/23/02
Amended: 6/3/02-FINAL

document (dated 9/12/00) and forward to Denise to make copies for David, Architectural Committee and Files.

ACTION ITEM: David to work w/Bruce to compose note to be left on door of travel trailer on Parcel 53 E, SG.

PREVIOUS ACTION ITEMS TO BE COMPLETED:

ACTION ITEM: Charlotte to report on committee research re: modification of GLA entrance signs.

ACTION ITEM: Robert and Walter to 1) Look at Henry and Joan Follman's Tract 53-D, SG to determine whether to approve the road and 2) inform board at next meeting if approved.

ACTION ITEM: February 4, 2002 meeting minutes to be submitted and approved.

ACTION ITEM: Cynthia to locate Gemini Road sign.

ACTION ITEM: Road Committee: Replace Stop sign at GAV.

ACTION ITEM: Eric to present plan for recreation land at next meeting.

File: MtgMins 05 06 02
Draft(s); 5/16/02; 5/22/02; 5/23/02
Amended: 6/3/02-FINAL

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

May 6, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - December 3, 2001
   - February 4, 2002
   - March 4, 2002
   - April 7, 2002

3. **General Business**
   3.1 **Finalize Budgets**
   3.2 **Distributing Copy of Meeting Minutes**

4. **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

   4.2 Architecture Subcommittee - Robert Wallace, Co-chair
   ACTION ITEM: Finalize Architectural Review forms
   ACTION ITEM: Approval of road on Tract 53-D (SG)
   ACTION ITEM: Report on modifying entrance signs

   4.3 Road Committee – Bruce Ganje & Ian Scott – Co-chair
   ACTION ITEM: Extending width of Dry Creek Road and County chip sealing
   ACTION ITEM: Locate Gemini Road sign
   ACTION ITEM: Replacing Stop sign at GAV

   4.4 Complaint Committee – Charlotte Mizzi - Chair
   ACTION ITEM: John Bretthschneider complaint
   Everett Johnston complaint
   Christy Dhieux-Bray complaint

   4.5 Land Use Master Plan Committee - Daniel Kehoe, Jr., Co-chair
   Report on meetings with the Church

   4.6 Recreation Committee - Eric Newhouse, Co-Chair
   ACTION ITEM: Present plan for recreation land

   4.7 Ombudsman Report - Regina Wunsch (SG) & Richard Johnson (NG)

5. **Other Business**
   5.1 Web Site
   5.2 Clean-up Weekend – Charlotte Mizzi

6. **Next Meeting and Adjournment**

05/06/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through May 6, 2002

	Jan 1 - May 6, 02	Jan 1 - May 6, 01	$ Change	% Change
Income				
Assessment Prior to 1998 Paid	220.00	1,121.96	-901.96	-80.4%
Bond Account	500.00	-250.00	750.00	300.0%
Finance Charges	58.79	151.09	-92.30	-61.1%
Interest CUT Pavement Loan	641.31	0.00	641.31	100.0%
Interest Income	162.58	853.75	-691.17	-81.0%
Land & Dwelling Assessment				
Dwelling Assessment 1998	0.00	240.00	-240.00	-100.0%
Dwelling Assessment 1999	177.47	350.00	-172.53	-49.3%
Dwelling Assessment 2000	0.00	1,228.36	-1,228.36	-100.0%
Dwelling Assessment 2001	991.50	10,285.67	-9,294.17	-90.4%
Dwelling Assessment 2002	9,683.35	0.00	9,683.35	100.0%
Golden Age Village Assessment	2,940.00	1,470.00	1,470.00	100.0%
Land Assessment 1998	120.00	120.00	0.00	0.0%
Land Assessment 1999	277.48	230.00	47.48	20.6%
Land Assessment 2000	134.35	1,097.35	-963.00	-87.8%
Land Assessment 2001	1,425.04	17,792.33	-16,367.29	-92.0%
Land Assessment 2002	16,903.22	0.00	16,903.22	100.0%
Total Land & Dwelling Assessment	32,652.41	32,813.71	-161.30	-0.5%
Late Fee/Finance Charge	260.78	618.77	-357.99	-57.9%
Misc Income	-35.54	0.00	-35.54	-100.0%
Total Income	34,460.33	35,309.28	-848.95	-2.4%
Expense				
General Repairs & Maintenance				
Snow Fences	30.00	36.00	-6.00	-16.7%
Total General Repairs & Maintenance	30.00	36.00	-6.00	-16.7%
Materials	38.28	0.00	38.28	100.0%
Office Expense				
Copying & Mailing	86.38	54.80	31.58	57.6%
Miscellaneous	12.94	10.00	2.94	29.4%
Supplies	0.00	84.73	-84.73	-100.0%
Office Expense - Other	82.90	77.01	5.89	7.7%
Total Office Expense	182.22	226.54	-44.32	-19.6%
Petty Cash	200.00	0.00	200.00	100.0%
Postage	117.75	98.66	19.09	19.4%
Professional Fees				
Accountant	85.00	70.00	15.00	21.4%
Bookkeeper	1,322.22	533.40	788.82	147.9%
Legal Council/Service	545.69	231.25	314.44	136.0%
Secretarial	931.80	266.25	665.55	250.0%
Total Professional Fees	2,884.71	1,100.90	1,783.81	162.0%
Rental	0.00	44.50	-44.50	-100.0%

05/06/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through May 6, 2002

	Jan 1 - May 6, 02	Jan 1 - May 6, 01	$ Change	% Change
Road Repairs & Maintenance				
Grading & Graveling	4,777.50	1,940.00	2,837.50	146.3%
Paving	7,556.32	0.00	7,556.32	100.0%
Sanding	0.00	245.00	-245.00	-100.0%
Snow Plowing	2,080.00	720.00	1,360.00	188.9%
Road Repairs & Maintenance - Other	3,634.05	0.00	3,634.05	100.0%
Total Road Repairs & Maintenance	18,047.87	2,905.00	15,142.87	521.3%
Taxes				
Income Tax	0.00	50.00	-50.00	-100.0%
Total Taxes	0.00	50.00	-50.00	-100.0%
Water Reservoir	4,114.74	0.00	4,114.74	100.0%
Total Expense	25,615.57	4,461.60	21,153.97	474.1%
Net Income	**8,844.76**	**30,847.68**	**-22,002.92**	**-71.3%**

05/06/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of May 7, 2002

	May 7, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	19,734.86
1st National Bank Savings	26,376.95
Total Checking/Savings	46,111.81
Accounts Receivable	
Accounts Receivable	92,754.64
Total Accounts Receivable	92,754.64
Total Current Assets	138,866.45
TOTAL ASSETS	**138,866.45**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	78,748.80
Net Income	48,391.13
Total Equity	138,866.45
TOTAL LIABILITIES & EQUITY	**138,866.45**

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2002-06-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 3, 2002

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. George gave the opening prayer.
PRESENT: David Tonkin (President), , Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Bruce Ganje, Daniel Kehoe, Jr., George Makris, Charlotte Mizzi, Eric Newhouse, Jon Olsen, Ian Scott, Walter Wunsch
ABSENT: Robert Wallace (Vice-President)
PROXIES: Ian Scott for Robert Wallace
ALSO ATTENDING: Denise Orr (GLA secretary)

2. Reading and Disposition of the Minutes

- February 4, 2002: Tabled.

MOTION: George moved and Cynthia seconded to approve May 6 minutes as amended. Motion carried.
MOTION: Ian moved and Charlotte seconded to approve May 23 minutes. Motion carried.

3. General Business

3.1 Changes to Covenants

Tabled until next meeting when Dan, Jr. will bring suggestions.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Clare Parker passed out Balance Sheet & Income/Expense Comparison Jan-May 2002. Board asked Clare to list on Balance Sheet accounts receivable on two separate lines--for current year and for previous years.

Cynthia passed out Transactions for GLA 5/29/02.

4.2 Architecture Subcommittee: Robert Wallace/Bruce Ganje, Co-Chair
ACTION ITEM: Finalize Architectural Review forms
Copies of various Architectural Review forms were passed out and discussed.

MOTION: Philip moved and Charlotte seconded to authorize Dan, Eric, Robert, Bruce and Walter to refine and finalize Architectural Review forms. Motion passed.

ACTION ITEM: Add engineering fee and penalty to Architectural Review form.
Dan reported that the courts will not enforce fines from landowners associations.
MOTION: Dan motioned and Philip seconded that GLA will not add engineering fee and penalty to architectural forms. Motion passed.
ACTION ITEM: Report of Eric's discussion with the county re: filing project review forms. Tabled

File: MtgMins 06 03 02
Draft(s):; 6/6/02., 7/09/02
Amended: 7/15/02 FINAL

until next meeting.

ACTION ITEM: Creation of Notice Sign to be used when construction started without owner submitting an application. Partially completed.
Dan, Jr. passed out 2 form letters for Architectural Sub-Committee to send to landowners when necessary: 1) Letter of Construction Nonconformance and 2) Letter of Subdivision Nonconformance.

ACTION ITEM: Approval of road on Tract 53-D (SG): Walter reported that he and Robert are undecided about approval for various reasons.
MOTION: Philip moved and Charlotte seconded to: 1) send letter to owner stating Tract 53-D SG driveway cannot be approved as it does not meet with GLA standards as listed in Table 4 of Driveway Standards (quote standards) and that Architectural Sub-Committee will be happy to meet and talk about possible solutions to bring driveway up to standard, and 2) Bruce to call owner to explain that grade is too steep and that GLA will be sending above letter. (Bruce will also estimate the grade, etc.) Motion passed.

ACTION ITEM: Approval of double wide on Tract 32-B (NG)/Gerald Dubiel. Tabled until application is reviewed.

ACTION ITEM: Find out from the Craig's what parcel number his renters bought. In process.

ACTION ITEM: Report on modifying Entrance signs. No report. Tabled until next meeting.

ACTION ITEM: Bruce to find out name of person who purchased house on 59 (SG): Tabled. Bruce to get address of owner (works at DW Burns) from John Waid.

Parcel 38 1-E SG/Vito & Terri Sinopoli: request for final approval of residence.
MOTION: Ian motioned and Walter seconded to give final approval of Parcel 38 1-E SG house construction. Motion carried.

4.3 Road Committee: Bruce Ganje/Eric Newhouse, Co-Chair
ACTION ITEM: Locate Gemini road sign. Not found.
ACTION ITEM: Replacing Stop sign at GAV with Yield Sign. No yield sign found.
Discussed need to replace signs for Pisces Way, Gemini Road, Scorpio Way, Libra Drive and acquire Yield sign. Eric recommended contacting Cheryl John at County Rural Addressing.

ACTION ITEM: Scan in road standards – **Done**

4.4 Complaint Committee: Charlotte Mizzi, Chair
ACTION ITEM: John Brettshneider complaint re: Parcel 81. **Done.**

File: MtgMins 06 03 02
Draft(s):; 6/6/02., 7/09/02
Amended: 7/15/02 FINAL

ACTION ITEM: Everett Johnston complaint letter re: Parcel 60. **Done**.

COMPLAINT: Everett Johnston wrote to Charlotte again to complain that the trash on Oudendijk/Lot 60 is still there (after 30 day notice) as well the abandoned house. Discussed Charlotte writing to Alex Oudendijk (Parcel 60 owner/lives in Holland) informing him of Everett Johnston's complaint about trash on his property and cc'ing Orlando Johnson who is legal guardian of Parcel 60 property. Eric also reported that Everett Johnston told him that he drilled unsuccessfully on his property and that dowser has advised that there is no other water on his property. He asked Eric to ask GLA if he could drill on neighbor's property.

ACTION ITEM: Call Christy Dhieux-Bray re: tent complaint. Not done.

ACTION ITEM: Parcel 32/ Kathleen (Ulrich) Woodriff inspection and complaint letter. Done.

Charlotte reported Kathleen (Ulrich) Woodriff called her and stated she received above 5/6/02 letter and does not know what she needs to do. Charlotte to meet with her.
MOTION: Philip moved and Charlotte seconded that if Kathleen Woodriff has not taken action in response to GLA's 5/6/02 letter by 6/10/02 that Philip hire Joseph Swindlehurst, real estate attorney, to handle this issue. Motion passed unanimously.

ACTION ITEM: Note to people living in travel trailer on Tract 53-E (SG). Tabled.

COMPLAINT: Charlotte Mizzi reported that she has received complaints from nine Glastonbury landowners regarding "eyesore" statues facing Pisces Way, reportedly placed there by Kathleen Rakela and Rik Pittendorfer who live on Parcel 56 N. Board reviewed pictures and discussed statue issue.

MOTION: Philip motioned and Walter seconded to send copies of pictures and letters of complaint about Rakela/Pittendorfer statues to Joseph Swindlehurst to advise GLA what action it can take. Motion passed.

MOTION: Based on Section 5.05 of Glastonbury Covenants, Bruce motioned and Walter seconded that GLA Board declares Rakela/Pittendorfer statues are an eyesore. Motion passed unanimously.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr./Eric Newhouse, Co-Chair
David reported that Judith was on vacation and plans to present GLA Master Plan proposal to Church Board in next few weeks.

File: MtgMins 06 03 02
Draft(s):; 6/6/02., 7/09/02
Amended: 7/15/02 FINAL

Dan reported that Karen Anderson of Sage Title said it appears that everyone who has a title to land in Glastonbury also has title to mineral rights. However, to be sure this is the case, Karen estimated that she will need 10 days of research @ $40/hour = $3,000.
MOTION: Dan moved and Bruce seconded that we authorize $3,000 for Karen Anderson to pursue determining who has mineral rights in Glastonbury.
Amendment: Charlotte moved and Dan seconded that we will ask the Church to share this expense.
Amendment: Eric moved and Dan seconded if Church doesn't want to share above expense then GLA will wait and decide about hiring Karen after we have the Church's written confirmation as to what they intend to do with the mineral rights. The motion with amendments passed.

4.6 Recreation Committee: Eric Newhouse, Chair
ACTION ITEM: Present plan for recreation land. Eric briefly reported plans and that land was doused and well location spotted. Eric to bring copy of plans to next meeting.

4.7 Web Site Committee: George Makris, Chair
Clare reported GLA website is close to being done and that she has to determine what host to use. George stated site should be completed by end of month. George to e-mail board with website address.

4.8 Weed Committee: Philip Hoag. No report.

4.9 Ombudsman Report: Regina Wunsch (SG) Joan Murphy (NG) No report.

5. Other Business
Jon Olsen will be moving to Sacramento and gave notice of his resignation from GLA Board. The last meeting he will attend will be 7/15/02. GLA Board will need to elect someone to his position.

6. Next Meeting and Adjournment
The meeting was adjourned at 10:20 p.m. with no further business. The next meeting will be held July 15, 2002 at Golden Ratio Woodworks, 7 p.m.

See next page for Action Items

File: MtgMins 06 03 02
Draft(s):; 6/6/02., 7/09/02
Amended: 7/15/02 FINAL

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See next page for Action Items

File: MtgMins 06 03 02
Draft(s):; 6/6/02., 7/09/02
Amended: 7/15/02 FINAL

ACTION ITEMS: (Placement in Minutes Referenced on left)

3.1 Dan, Jr. to bring suggestions of changes to Covenants to next meeting.

4.2 Dan, Eric, Robert, Bruce and Walter to refine and finalize Architectural Review forms.

4.2 Denise to send letter to owner of Tract 53-D SG re: disapproval of driveway.

4.2 Bruce to estimate grade of Tract 53-D SG driveway and call owner.

4.2 Denise to send GLA approval letter to Sinopoli (Parcel 38 1-E SG).

4.3 Denise to order signs for Pisces Way, Gemini Road, Scorpio Way, Libra Drive and Yield sign.

4.4 Charlotte to write to Alex Oudendijk/Parcel 60 owner.

4.4 Charlotte to send Kathleen Woodriff copies of letters GLA previously sent to Kathleen.

4.4 Hire Joseph Swindlehurst to handle Kathleen Woodriff issue if she doesn't take action by 6/10.

4.4 Philip to contact Swindlehurst about complaints re: Rakela/Pittendorfer statues.

4.4 David to talk to Judith about Church sharing expense for mineral rights research, etc.

File: MtgMins 06 03 02
Draft(s):; 6/6/02., 7/09/02
Amended: 7/15/02 FINAL

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

June 3, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - February 4, 2002
   - May 6, 2002
   - May 23, 2002

3. **General Business**
   3.1 **Changes to Covenants**

4. **Report of Officers and Committees.**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
   ACTION ITEM – Finalize Architectural Review forms
   ACTION ITEM – Add engineering fee and penalty to architectural form
   ACTION ITEM – Report of Eric's discussion with the county re: Filing review forms
   ACTION ITEM – Creation of Notice form for constructions started without an application on file
   ACTION ITEM – Approval of road on Tract 53-D (SG)
   ACTION ITEM – Approval of double wide on Tract 32-B (NG)
   ACTION ITEM – Find out from the Crag's what parcel number his renters bought
   ACTION ITEM – Report on modifying Entrance signs
   ACTION ITEM – Bruce to find out name of person who purchased house on 59 (SG)

   4.3 **Road Committee** – Bruce Ganje & Ian Scott– Co-chair
   ACTION ITEM – Locate Gemini road sign
   ACTION ITEM – Replacing Stop sign at GAV
   ACTION ITEM – Scan in road standards – **Done**

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
   ACTION ITEM - John Bretthneider complaint letter
   ACTION ITEM - Everett Johnston complaint letter
   ACTION ITEM – Call Christy Dhicux-Bray re. tent complaint
   ACTION ITEM – Kathleen Woodriff inspection and complaint letter
   ACTION ITEM – Note to people living in travel trailer on Tract 53-E (SG)

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair

   4.6 **Recreation Committee** - Eric Newhouse, Co-Chair
   ACTION ITEM – Present plan for recreation land

   4.7 Ombudsman Report - Regina Wunsch (SG) & Richard Johnson (NG)

5. **Other Business**
   5.1 **Web Site**

6. **Next Meeting and Adjournment**

06/03/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January through May 2002

	Jan - May 02	Jan - May 01	$ Change
Income			
Assessment Prior to 1998 Paid	220.00	1,121.96	-901.96
Bond Account	750.00	-500.00	1,250.00
Finance Charges	99.79	187.86	-88.07
Interest CUT Pavement Loan	1,256.50	0.00	1,256.50
Interest Income	287.31	966.72	-679.41
Land & Dwelling Assessment			
Dwelling Assessment 1998	0.00	240.00	-240.00
Dwelling Assessment 1999	227.47	350.00	-122.53
Dwelling Assessment 2000	120.00	1,356.36	-1,236.36
Dwelling Assessment 2001	1,149.00	11,766.67	-10,617.67
Dwelling Assessment 2002	10,573.14	0.00	10,573.14
Golden Age Village Assessment	2,940.00	1,470.00	1,470.00
Land Assessment 1998	120.00	360.00	-240.00
Land Assessment 1999	327.48	550.00	-222.52
Land Assessment 2000	254.35	1,526.12	-1,271.77
Land Assessment 2001	1,582.54	20,339.79	-18,757.25
Land Assessment 2002	18,543.00	0.00	18,543.00
Total Land & Dwelling Assessment	35,836.98	37,958.94	-2,121.96
Late Fee/Finance Charge	554.97	778.71	-223.74
Misc Income	-35.54	0.00	-35.54
Story Road Project	-240.00	0.00	-240.00
Upgrade Fee	-40.00	0.00	-40.00
Total Income	38,690.01	40,514.19	-1,824.18
Expense			
Banking Fees			
Service Charge	12.50	0.00	12.50
Total Banking Fees	12.50	0.00	12.50
General Repairs & Maintenance			
Snow Fences	192.50	60.00	132.50
Total General Repairs & Maintenance	192.50	60.00	132.50
Insurance/Liability	5,247.73	0.00	5,247.73
License & Taxes	30.00	0.00	30.00
Materials	38.28	0.00	38.28
Office Expense			
Copying & Mailing	99.61	54.80	44.81
Miscellaneous	12.94	10.00	2.94
Stamps & Postage	20.36	0.00	20.36
Supplies	0.00	84.73	-84.73
Office Expense - Other	167.86	77.01	90.85
Total Office Expense	300.77	226.54	74.23
Petty Cash	200.00	0.00	200.00
Postage	118.38	98.66	19.72

06/03/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January through May 2002

	Jan - May 02	Jan - May 01	$ Change
Professional Fees			
Accountant	85.00	70.00	15.00
Bookkeeper	1,148.00	533.40	614.60
Legal Council/Service	545.69	275.00	270.69
Secretarial	1,808.28	266.25	1,542.03
Web Site	140.00	0.00	140.00
Total Professional Fees	3,726.97	1,144.65	2,582.32
Rental	0.00	44.50	-44.50
Road Repairs & Maintenance			
Grading & Graveling	6,890.00	3,762.50	3,127.50
Loan Payment	15,112.64	0.00	15,112.64
Sanding	0.00	245.00	-245.00
Snow Plowing	2,240.00	825.00	1,415.00
Road Repairs & Maintenance - Other	3,634.05	0.00	3,634.05
Total Road Repairs & Maintenance	27,876.69	4,832.50	23,044.19
Taxes			
Income Tax	0.00	50.00	-50.00
Total Taxes	0.00	50.00	-50.00
Unknown	43.49	0.00	43.49
Water Reservoir	4,114.74	0.00	4,114.74
Total Expense	41,902.05	6,456.85	35,445.20
Net Income	**-3,212.04**	**34,057.34**	**-37,269.38**

June 3, 2002
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GLA 01169

06/03/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of May 31, 2002

	May 31, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,313.33
1st National Bank Savings	31,501.68
Total Checking/Savings	33,815.01
Accounts Receivable	
Accounts Receivable	88,839.38
Total Accounts Receivable	88,839.38
Other Current Assets	
Undeposited Funds	240.00
Total Other Current Assets	240.00
Total Current Assets	122,894.39
TOTAL ASSETS	**122,894.39**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	78,628.80
Net Income	32,539.07
Total Equity	122,894.39
TOTAL LIABILITIES & EQUITY	**122,894.39**

3:58 PM

06/03/02

Cash Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget vs. Actual
January through May 2002

	Jan 02	Budget	$ Over Budget	Feb 02	Budget
Income					
Assessment Prior to 1998 Paid	25.88			0.00	
Bond Account	0.00			0.00	
Donation	0.00			0.00	0.00
Finance Charges	22.75	25.00	-2.25	0.00	25.00
Interest CUT Pavement Loan	0.00	0.00	0.00	641.31	641.31
Interest Income	62.69	216.66	-153.97	61.36	216.66
Land & Dwelling Assessment					
Dwelling Assessment 1999	107.47			0.00	
Dwelling Assessment 2000	0.00			0.00	
Dwelling Assessment 2001	120.00			240.00	
Dwelling Assessment 2002	273.00	2,565.00	-2,292.00	160.00	2,565.00
Golden Age Village Assessment	0.00			0.00	
Land Assessment 1998	14.12			0.00	
Land Assessment 1999	107.48			0.00	
Land Assessment 2000	94.35			0.00	
Land Assessment 2001	120.00			240.00	
Land Assessment 2002	393.00	2,121.66	-1,728.66	280.00	2,121.66
Total Land & Dwelling Assessment	1,229.42	4,686.66	-3,457.24	920.00	4,686.66
Late Fee/Finance Charge	117.49	125.00	-7.51	0.00	125.00
Misc Income	-40.00			4.46	
Story Road Project	0.00			0.00	
Upgrade Fee	0.00			0.00	
Total Income	1,418.23	5,053.32	-3,635.09	1,627.13	5,694.63
Expense					
Banking Fees					
Service Charge	0.00			0.00	
Total Banking Fees	0.00			0.00	
Emergency Fund	0.00			0.00	0.00
General Repairs & Maintenance					
Equipment Repairs	0.00	4.16	-4.16	0.00	4.16
Snow Fences	0.00	37.50	-37.50	30.00	37.50
Weed Control	0.00	225.00	-225.00	0.00	225.00
Total General Repairs & Maintenance	0.00	266.66	-266.66	30.00	266.66
Gifts/Appreciation	0.00	16.66	-16.66	0.00	16.66
Insurance/Liability	0.00	387.50	-387.50	0.00	387.50
License & Taxes	0.00			0.00	
Materials	38.28			0.00	
Office Expense					
Copying & Mailing	0.00	91.66	-91.66	85.75	91.66
Miscellaneous	0.00	4.16	-4.16	12.94	4.16
Stamps & Postage	0.00			0.00	
Supplies	0.00	16.66	-16.66	0.00	16.66

3:58 PM
06/03/02
Cash Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget vs. Actual
January through May 2002

	$ Over Budget	Mar 02	Budget	$ Over Budget	Apr 02
Income					
Assessment Prior to 1998 Paid		194.12			0.00
Bond Account		250.00			250.00
Donation	0.00	0.00	0.00	0.00	0.00
Finance Charges	-25.00	36.04	25.00	11.04	0.00
Interest CUT Pavement Loan	0.00	0.00	0.00	0.00	0.00
Interest Income	-155.30	0.00	216.66	-216.66	38.53
Land & Dwelling Assessment					
Dwelling Assessment 1999		70.00			0.00
Dwelling Assessment 2000		-120.00			120.00
Dwelling Assessment 2001		391.50			240.00
Dwelling Assessment 2002	-2,405.00	6,590.00	2,565.00	4,025.00	2,660.35
Golden Age Village Assessment		0.00			2,940.00
Land Assessment 1998		105.88			0.00
Land Assessment 1999		70.00			100.00
Land Assessment 2000		-80.00			120.00
Land Assessment 2001		705.04			360.00
Land Assessment 2002	-1,841.66	10,049.88	2,121.66	7,928.22	6,180.34
Total Land & Dwelling Assessment	-3,766.66	17,782.30	4,686.66	13,095.64	12,720.69
Late Fee/Finance Charge	-125.00	143.29	125.00	18.29	0.00
Misc Income		0.00			0.00
Story Road Project		0.00			0.00
Upgrade Fee		0.00			0.00
Total Income	-4,067.50	18,405.75	5,053.32	13,352.43	13,009.22
Expense					
Banking Fees					
Service Charge		0.00			12.50
Total Banking Fees		0.00			12.50
Emergency Fund	0.00	0.00	0.00	0.00	0.00
General Repairs & Maintenance					
Equipment Repairs	-4.16	0.00	4.16	-4.16	0.00
Snow Fences	-7.50	0.00	37.50	-37.50	0.00
Weed Control	-225.00	0.00	225.00	-225.00	0.00
Total General Repairs & Maintenance	-236.66	0.00	266.66	-266.66	0.00
Gifts/Appreciation	-16.66	0.00	16.66	-16.66	0.00
Insurance/Liability	-387.50	0.00	387.50	-387.50	0.00
License & Taxes		0.00			0.00
Materials		0.00			0.00
Office Expense					
Copying & Mailing	-5.91	0.00	91.66	-91.66	13.86
Miscellaneous	8.78	0.00	4.16	-4.16	0.00
Stamps & Postage		0.00			20.36
Supplies	-16.66	0.00	16.66	-16.66	0.00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget vs. Actual
January through May 2002

	$ Over Budget	Mar 02	Budget	$ Over Budget	Apr 02
Office Expense - Other		147.86			20.00
Total Office Expense	-13.79	147.86	112.48	35.38	54.22
Petty Cash		0.00			50.00
Postage		0.00			0.00
Professional Fees					
Accountant	-25.00	85.00	25.00	60.00	0.00
Bookkeeper	523.00	0.00	100.00	-100.00	525.00
Legal Council/Service	-58.33	0.00	58.33	-58.33	545.69
Secretarial	-766.66	577.80	766.66	-188.86	750.00
Web Site		0.00			140.00
Total Professional Fees	-326.99	662.80	949.99	-287.19	1,960.69
Projects					
Snow Plow/Sander Truck	0.00	0.00	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00	0.00	0.00
Rental	-25.00	0.00	25.00	-25.00	0.00
Road Repairs & Maintenance					
Grading & Graveling	1,315.84	1,820.00	666.66	1,153.34	2,275.00
Loan Payment	615.19	0.00	0.00	0.00	0.00
Sanding	-41.66	0.00	41.66	-41.66	0.00
Snow Plowing	875.00	780.00	250.00	530.00	0.00
Road Repairs & Maintenance - Other		0.00			3,023.40
Total Road Repairs & Maintenance	3,145.02	2,600.00	958.32	1,641.68	5,298.40
Taxes					
Income Tax	-4.16	0.00	4.16	-4.16	0.00
Real Estate	-8.33	0.00	8.33	-8.33	0.00
Total Taxes	-12.49	0.00	12.49	-12.49	0.00
Unknown		0.00			0.00
Water Reservoir		0.00			0.00
Total Expense	6,477.05	3,410.66	2,729.10	681.56	7,375.81
Net Income	**-10,544.55**	**14,995.09**	**2,324.22**	**12,670.87**	**5,633.41**

GLA 01172

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget vs. Actual
January through May 2002

	Budget	$ Over Budget	May 02	Budget	$ Over Budget
Income					
Assessment Prior to 1998 Paid			0.00		
Bond Account			250.00		
Donation	0.00	0.00	0.00	0.00	0.00
Finance Charges	25.00	-25.00	41.00	25.00	16.00
Interest CUT Pavement Loan	0.00	0.00	615.19	615.19	0.00
Interest Income	216.66	-178.13	0.00	216.66	-216.66
Land & Dwelling Assessment					
Dwelling Assessment 1999			50.00		
Dwelling Assessment 2000			120.00		
Dwelling Assessment 2001			157.50		
Dwelling Assessment 2002	2,565.00	95.35	889.79	2,565.00	-1,675.21
Golden Age Village Assessment			0.00		
Land Assessment 1998			0.00		
Land Assessment 1999			50.00		
Land Assessment 2000			120.00		
Land Assessment 2001			157.50		
Land Assessment 2002	2,121.66	4,058.68	1,639.78	2,121.66	-481.88
Total Land & Dwelling Assessment	4,686.66	8,034.03	3,184.57	4,686.66	-1,502.09
Late Fee/Finance Charge	125.00	-125.00	294.19	125.00	169.19
Misc Income			0.00		
Story Road Project			-240.00		
Upgrade Fee			-40.00		
Total Income	5,053.32	7,955.90	4,104.95	5,668.51	-1,563.56
Expense					
Banking Fees					
Service Charge			0.00		
Total Banking Fees			0.00		
Emergency Fund	0.00	0.00	0.00	0.00	0.00
General Repairs & Maintenance					
Equipment Repairs	4.16	-4.16	0.00	4.16	-4.16
Snow Fences	37.50	-37.50	162.50	37.50	125.00
Weed Control	225.00	-225.00	0.00	225.00	-225.00
Total General Repairs & Maintenance	266.66	-266.66	162.50	266.66	-104.16
Gifts/Appreciation	16.66	-16.66	0.00	16.66	-16.66
Insurance/Liability	387.50	-387.50	5,247.73	387.50	4,860.23
License & Taxes			30.00		
Materials			0.00		
Office Expense					
Copying & Mailing	91.66	-77.80	0.00	91.66	-91.66
Miscellaneous	4.16	-4.16	0.00	4.16	-4.16
Stamps & Postage			0.00		
Supplies	16.66	-16.66	0.00	16.66	-16.66

GLA 01173

3:58 PM
06/03/02
Cash Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget vs. Actual
January through May 2002

	Budget	$ Over Budget	May 02	Budget	$ Over Budget
Office Expense - Other			0.00		
Total Office Expense	112.48	-58.26	0.00	112.48	-112.48
Petty Cash			0.00		
Postage			0.00		
Professional Fees					
Accountant	25.00	-25.00	0.00	25.00	-25.00
Bookkeeper	100.00	425.00	0.00	100.00	-100.00
Legal Council/Service	58.33	487.36	0.00	58.33	-58.33
Secretarial	766.66	-16.66	480.48	766.66	-286.18
Web Site			0.00		
Total Professional Fees	949.99	1,010.70	480.48	949.99	-469.51
Projects					
Snow Plow/Sander Truck	0.00	0.00	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00	0.00	0.00
Rental	25.00	-25.00	0.00	25.00	-25.00
Road Repairs & Maintenance					
Grading & Graveling	666.66	1,608.34	292.50	666.66	-374.16
Loan Payment	0.00	0.00	7,556.32	6,941.13	615.19
Sanding	41.66	-41.66	0.00	41.66	-41.66
Snow Plowing	250.00	-250.00	160.00	250.00	-90.00
Road Repairs & Maintenance - Other			0.00		
Total Road Repairs & Maintenance	958.32	4,340.08	8,008.82	7,899.45	109.37
Taxes					
Income Tax	4.16	-4.16	0.00	4.16	-4.16
Real Estate	8.33	-8.33	0.00	8.33	-8.33
Total Taxes	12.49	-12.49	0.00	12.49	-12.49
Unknown			43.49		
Water Reservoir			0.00		
Total Expense	2,729.10	4,646.71	13,973.02	9,670.23	4,302.79
Net Income	2,324.22	3,309.19	-9,868.07	-4,001.72	-5,866.35

3:58 PM
06/03/02
Cash Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget vs. Actual
January through May 2002

	TOTAL		
	Jan - May 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	220.00		
Bond Account	750.00		
Donation	0.00	0.00	0.00
Finance Charges	99.79	125.00	-25.21
Interest CUT Pavement Loan	1,256.50	1,256.50	0.00
Interest Income	162.58	1,083.30	-920.72
Land & Dwelling Assessment			
Dwelling Assessment 1999	227.47		
Dwelling Assessment 2000	120.00		
Dwelling Assessment 2001	1,149.00		
Dwelling Assessment 2002	10,573.14	12,825.00	-2,251.86
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	120.00		
Land Assessment 1999	327.48		
Land Assessment 2000	254.35		
Land Assessment 2001	1,582.54		
Land Assessment 2002	18,543.00	10,608.30	7,934.70
Total Land & Dwelling Assessment	35,836.98	23,433.30	12,403.68
Late Fee/Finance Charge	554.97	625.00	-70.03
Misc Income	-35.54		
Story Road Project	-240.00		
Upgrade Fee	-40.00		
Total Income	38,565.28	26,523.10	12,042.18
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Equipment Repairs	0.00	20.80	-20.80
Snow Fences	192.50	187.50	5.00
Weed Control	0.00	1,125.00	-1,125.00
Total General Repairs & Maintenance	192.50	1,333.30	-1,140.80
Gifts/Appreciation	0.00	83.30	-83.30
Insurance/Liability	5,247.73	1,937.50	3,310.23
License & Taxes	30.00		
Materials	38.28		
Office Expense			
Copying & Mailing	99.61	458.30	-358.69
Miscellaneous	12.94	20.80	-7.86
Stamps & Postage	20.36		
Supplies	0.00	83.30	-83.30

3:58 PM
06/03/02
Cash Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget vs. Actual
January through May 2002

	TOTAL		
	Jan - May 02	Budget	$ Over Budget
Office Expense - Other	167.86		
Total Office Expense	300.77	562.40	-261.63
Petty Cash	200.00		
Postage	118.38		
Professional Fees			
Accountant	85.00	125.00	-40.00
Bookkeeper	1,148.00	500.00	648.00
Legal Council/Service	545.69	291.65	254.04
Secretarial	1,808.28	3,833.30	-2,025.02
Web Site	140.00		
Total Professional Fees	3,726.97	4,749.95	-1,022.98
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00
Rental	0.00	125.00	-125.00
Road Repairs & Maintenance			
Grading & Graveling	6,890.00	3,333.30	3,556.70
Loan Payment	15,112.64	13,882.26	1,230.38
Sanding	0.00	208.30	-208.30
Snow Plowing	2,240.00	1,250.00	990.00
Road Repairs & Maintenance - Other	3,634.05		
Total Road Repairs & Maintenance	27,876.69	18,673.86	9,202.83
Taxes			
Income Tax	0.00	20.80	-20.80
Real Estate	0.00	41.65	-41.65
Total Taxes	0.00	62.45	-62.45
Unknown	43.49		
Water Reservoir	4,114.74		
Total Expense	41,902.05	27,527.76	14,374.29
Net Income	**-3,336.77**	**-1,004.66**	**-2,332.11**

Glastonbury Landowners Association, Inc.
PO Box 312
Emigrant, Montana 59027

Copy

May 6, 2002

Kathleen Urlich
P.O. Box 104
Emigrant, MY 59027

Re: Parcel 32
North Glastonbury

Dear Kathleen,

Please be advised that on behalf of the Glastonbury Landowners Association, we are giving you final notice that your property has to be cleaned up and applications and plans need to be submitted for your construction project to the GLA. If we do not find you in complete compliance by June 12, 2002 we will turn the situation over to our attorney to file injuctive relief with district court. You will be responsible for all legal fees.

For your information the GLA is sponsoring a 'Spring Clean-up' scheduled for May 18th and 19th. A roll-off will be staged at the parking area near GAV.

For a peaceful, beautiful and healthy community, I remain,

Sincerely,

CM

Charlotte Mizzi
Complaint Officer

Glastonbury Landowners Association, Inc.
PO Box 312
Emigrant, Montana 59027

May 5, 2002

Don Hansard
11208 Peach Grove Street
North Hollywood, California

Re: Lot 81, South Glastonbury
Emigrant , Montana

Dear Mr. Hansard,

The Glastonbury Landowners Association received a written complaint regarding the condition of your property on parcel 81. There is heavy equipment and debris that needs to be removed from your property. Christine Johnson, the prior complaint officer for GLA sent you a letter and she stated that you would clean up your property this spring. I am writing again to remind you of your commitment to remove all heavy equipment and cleanup all unsightly debris from your property.

According to Glastonbury Declaration of Covenants, Section 5.05, Nuisances and Eyesores. Nuisances and eyesores shall not be allowed. It shall be in the Association's discretion and authority to determine what a nuisance or an eyesore is and to require removal, correction or abatement by the Landowner upon the giving reasonable notice as provided in Section 10.02. Specifically, the following conditions shall not be allowed on parcel within the Community:

> *(a) Abandoned trailers, mobile homes and other structures, junk (inoperative or unregistered) cars and equipment, scrap piles, brush piles, etc., in open view of platted roads and other parcels or land:.....*

Since we are in the spring season please consider this a ten day notice to resolve the complaint. This is a second notice. I expect a written response regarding when and how parcel 81 is going to be cleaned up. Should you need references for someone to remove equipment or clean up please do not hesitate to contact me. My phone number is (day) 406-848-9510, (night) 406-333-9593.

We hope that this situation is remedied to the satisfaction of all concerned. For a peaceful, beautiful and healthy community, I remain,

Sincerely,

Charlotte Mizzi
Complaint Committee

cc: GLA Board
John Brettschneider

To GLA 6/3/02
From R Walker

I gave my proxy to
Iain Scott

R H Walker

June 13 2002

2002-07-15_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 15, 2002

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Robert gave the opening prayer.

PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Daniel Kehoe, Jr., Jon Olsen and Walter Wunsch

ABSENT: Bruce Ganje, George Makris, Charlotte Mizzi, Eric Newhouse, Ian Scott

PROXIES: Cynthia Blocker (attended ½ of meeting) to Philip Hoag, George Makris to Dan Kehoe, Jr., Eric Newhouse to Robert Wallace

ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Accountant), John Waid, Mike Bournarzian.

2. Reading and Disposition of the Minutes General Business

February 4, 2002. Tabled

MOTION: Walter moved and Dan, Jr. seconded to approve the June 3, 2002 meeting minutes with last page correction. Motion carried.

3. General Business

Changes to Covenants. Not discussed.

4. Report of Officers and Committees

4. 1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "Transactions to Date May-June 30, 2002." (attached)

Clare passed out "Balance Sheet for 6/15/2002." (attached)

4.2 Architecture Subcommittee: Robert Wallace/Bruce Ganje, Co-Chair

ACTION ITEM – Review Architectural forms.

Dan passed out revised forms which have been simplified and include new additions. Forms can be used as is until formally approved at next meeting.

John Waid representing buyers of Parcel 90. John passed out copies of questions/requests from a couple making an offer to buy Parcel 90. (See attached) Buyers asking GLA Board: status of road placement between Parcel 90 and 91 and Parcel 90's timber status. Buyer's also requesting copies of various documents. Discussion. John to pick up copies of Covenants and By-Laws from County. Denise to give Master Plan Draft to John. GLA Board to review Covenants and status of timber and review and accept new road location by the Church at next meeting. Buyers requesting response by August. 8.

ACTION ITEM – Report of Eric's discussion with the county re: Filing review forms. No report.

ACTION ITEM – Send letter re: approval of road on Tract 53-D (SG). Pending.

File: MtgMins 07 15 02
Draft(s): 7/24/02, 7/31/02-FINAL
Amended: 8/5/02

ACTION ITEM – Approval of double wide on Tract 32-B, NG/Gerald Dubiel.
MOTION: Robert moved and Philip seconded to approve Tract 32-B,NG/Gerald Dubiel's application for construction of residence. Motion carried.

ACTION ITEM – Ask Bob or Ann Craig what parcel number their renters bought. Pending.

ACTION ITEM – Report on modifying Entrance signs. Pending.

ACTION ITEM – Bruce to find out name of person who purchased house on 59/SG. No longer necessary as house was dismantled.

Tract 43-4 NG/Mike and Wendy Bournarzian: Application to approve construction of residence, septic system, well and driveway.
MOTION: Walter moved and Robert seconded to approve Tract 43-4 NG/Mike and Wendy Bournarzian's application for construction of residence, septic system, well, driveway on condition GLA receives check for $250 Sanitation bond. Motion carried.

Tract 1-C NG/Michael & Janice McCann: Application to approve construction of residence, well and septic system.
MOTION: Robert motioned and Philip seconded to approve Tract 1-C/ Michael & Janice McCann's application for construction of residence, well and septic system on the condition that a 1) $250 check for Sanitation bond is submitted to GLA and 2) a snow fence is put up during construction. Motion carried.

79 SG/Rick Spallone: Application to approve construction of residence, driveway and property improvements.
MOTION: Robert moved and Dan seconded to approve 79 SG/Rick Spallone's application for construction of residence, driveway and property improvements on condition that 1) $250 check for Sanitation bond is submitted to GLA and 2) that Walter and David must approve drawings. Motion carried.

Tract 69 SG/Carl Anderson: Application to approve construction of residence and garage.
MOTION: Robert moved and Philip seconded to approve Tract 69/Carl Anderson's application for construction of residence and garage on the condition that a 240 ft. site distance clearance on driveway is provided, meaning that vehicles on driveway intersection can be seen by cars on road 240 ft. in either direction. This will require all obstructions, such as tree branches or brush, be thinned or removed as necessary. This action should be completed no later than 30 days from receipt of application approval form at which time driveway will be inspected. Motion carried.

File: MtgMins 07 15 02
Draft(s): 7/24/02, 7/31/02-FINAL
Amended: 8/5/02

Parcel 59 SG/Everett Johnston: Application to approve construction of residence.
MOTION: Philip moved and Dan seconded to approve 59 SG/Everett Johnston's application for construction of residence after Robert and Bruce check out set back drawings and approve them. Motion carried. (David has faxed copy.)

Parcel 33 NG/David and Roxanne Duke: Application for approval of construction of addition to their residence and a garage. Review of application included discussion relating to Roger Zeman's lawsuit. Robert stated that Roger Zeman signed an agreement with the Duke's regarding the placement of the drain field within 10 feet of the property line.
MOTION: Robert motioned and Dan seconded to approve Parcel 33 NG/David and Roxanne Duke's application for construction of addition to their residence and a garage under the conditions that 1) a check for $250 Sanitation bond is submitted to GLA and 2) this approval does not constitute approval of the driveway across Parcel 34. Motion carried.

4.3 Road Committee: Bruce Ganje/Eric Newhouse, Co-Chair

ACTION ITEM – Order road signs. Denise ordered signs that were delivered to Ian Scott.

ACTION ITEM – Replacing stop sign at GAV. No report.

Walter reported there is a mowing attachment that can be rented at ABC Rental in Bozeman for $14/hr.and a machine for $253/day. Discussion included spraying and mowing Glastonbury weeds.

4.4 Complaint Committee: Charlotte Mizzi, Chair
ACTION ITEM – Everett Johnston complaint letter re: Oudendijk property. Discussion re: giving Oudendijk 30-day notice to clean up property. Denise to contact Charlotte (on vacation) to determine if she sent a second letter to Orlando Johnson re: Oudendijk's property. Philip suggested GLA 1) ask Orlando to give GLA a written response with plan of how property will be cleaned up, and 2) when Orlando's response is received, write a follow up letter to Everett that would include our original letter to Orlando/Oudendijk, Orlando's response and our comments. Also discussed that GLA should request that exposed shelter pipes on Oudendijk property be painted a neutral color.

ACTION ITEM – Call Christy Dhieux-Bray re. tent complaint. No report.

ACTION ITEM – Note to people living in travel trailer on Tract 53-E (SG). Not done.

ACTION ITEM – Parcel 56 NG Statue Complaint. Philip reported that Joseph Swindlehurst recommended we get affidavits before taking any action. Philip noted that we have not received a formal complaint and has recommended that the Smith's submit a formal complaint.

ACTION ITEM – Kathleen Woodriff inspection. No report.
Jon reported that a large truck and 2 tents filled with what appears to be junk have recently appeared outside Kathleen's home. Check/a Charlotte on status of Kathleen's inspection.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr./Eric Newhouse, Co-Chair. No report.
ACTION ITEM – David's report on Church paying ½ cost of reviewing mineral rights.
David reported that he submitted GLA's request to Church and it is still under review.

Dan, Jr. reported on Karen Johnson's proposed contract re: researching Glastonbury mineral rights. Discussion. David briefly reviewed contract with Board and suggested that if we hire Karen that she be asked to inform us if and when she would go beyond her quoted estimate.
MOTION: As a modification to June 3, 2002 GLA Board of Director Meeting Minutes, Section 4.5, Philip motioned and Dan, Jr. seconded that 1) GLA inform Church that we are prepared to spend $3,000-4,000 to research Glastonbury mineral rights and 2) that before we begin this research we request that the Church confirms that once this research is completed that the Church will transfer to the GLA all the mineral rights that they own within North and South Glastonbury to be held in a conservancy trust never to be developed (excluding geothermal rights for residential use).

4.6 Recreation Committee: Eric Newhouse, Chair
ACTION ITEM – Present plan for recreation land. No report.

Philip asked if GLA would be interested in developing fire pond on Virgo Way/ SG into a community swimming pool. After discussing construction costs, safety and insurance/liability issues, the matter was dropped.

4.7 Web Site Committee: George Makris, Chair. No report.

4.8 Weed Committee: Philip Hoag. No report.

4.9 Ombudsman Report: Regina Wunsch (SG) Richard Johnson(NG) No report.

5. Other Business

5.1 Web Site. No report.

6. Next Meeting and Adjournment
The meeting was adjourned at 10:05 p.m. with no further business. The next meeting will be held August 5, 2002 at Golden Ratio Woodworks, 7 p.m.

File: MtgMins 07 15 02
Draft(s): 7/24/02, 7/31/02-FINAL
Amended: 8/5/02

NEW ACTION ITEMS:

AR40802.1 Board to review revised Architectural forms at home and approve 8/5/02 meeting.

AR71502.1 Board to review Covenants and determine response to Parcel 90 buyer's questions at 8/5/02 meeting.

AR71502.2 Denise to give Master Plan Draft to John Waid.

AR71502. 3 David/Walter to check out drawings/approve for 79 SG/Rich Spallone application.

AR71502.4 Bruce/Robert to check out/approve set back drawings for 59 SG/Everett Johnston.

AR71502.5 Denise to send architectural approval forms to applicants listed in 4.3, as appropriate.

RC51502.1 David to check out sickle mower to see if it will fit his tractor.

RC71502.2 Denise to order 2 new signs "Slow to 15 miles an hour" for Capricorn and Gemini roads. Contact Ian for additional signs to order.

CP71502.1 Denise to contact Charlotte re: follow up on complaints concerning Oudendijk and Woodriff.

MP71502.1 Contact or send letter to Church regarding mineral rights.

File: MtgMins 07 15 02
Draft(s): 7/24/02, 7/31/02-FINAL
Amended: 8/5/02

2002-07-15_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

July 15, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - February 4, 2002
   - June 3, 2002

3. **General Business**
   - 3.1 **Changes to Covenants**

4. **Report of Officers and Committees.**
   - 4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

   - 4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
     ACTION ITEM – Review Architectural forms
     ACTION ITEM – Report of Eric's discussion with the county re: Filing review forms
     ACTION ITEM – Send letter re: approval of road on Tract 53-D (SG)
     ACTION ITEM – Approval of double wide on Tract 32-B (NG)
     ACTION ITEM – Find out from the Crag's what parcel number his renters bought
     ACTION ITEM – Report on modifying Entrance signs
     ACTION ITEM – Bruce to find out name of person who purchased house on 59 (SG)

   - 4.3 **Road Committee** – Bruce Ganje & Ian Scott– Co-chair
     ACTION ITEM – Order road signs
     ACTION ITEM – Replacing stop sign at GAV

   - 4.4 **Complaint Committee** – Charlotte Mizzi - Chair
     ACTION ITEM – Everett Johnston complaint letter
     ACTION ITEM – Call Christy Dhieux-Bray re. tent complaint
     ACTION ITEM – Kathleen Woodriff inspection
     ACTION ITEM – Note to people living in travel trailer on Tract 53-E (SG)
     ACTION ITEM – Parcel 56 NG Statue Complaint

   - 4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
     ACTION ITEM – David report on Church paying ½ cost of reviewing mineral rights

   - 4.6 **Recreation Committee** - Eric Newhouse, Co-Chair
     ACTION ITEM – Present plan for recreation land

   - **4.7 Ombudsman Report** - Regina Wunsch (SG) & Richard Johnson (NG)

5. **Other Business**
   - 5.1 **Web Site**

6. **Next Meeting and Adjournment**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of July 15, 2002

	Jul 15, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,908.10
1st National Bank Savings	31,557.15
Total Checking/Savings	35,465.25
Accounts Receivable	
Accounts Receivable	84,108.26
Total Accounts Receivable	84,108.26
Other Current Assets	0.00
Total Current Assets	119,573.51
TOTAL ASSETS	**119,573.51**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	78,437.90
Net Income	29,409.09
Total Equity	119,573.51
TOTAL LIABILITIES & EQUITY	**119,573.51**

GLA 01188

07/15/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through July 15, 2002

	Jan 1 - Jul 15, 02	Jan 1 - Jul 15, 01	$ Change
Income			
Assessment Prior to 1998 Paid	220.00	1,121.96	-901.96
Bond Account	750.00	-500.00	1,250.00
Finance Charges	134.84	187.86	-53.02
Interest CUT Pavement Loan	1,256.50	0.00	1,256.50
Interest Income	342.78	1,604.58	-1,261.80
Land & Dwelling Assessment			
Dwelling Assessment 1998	110.50	240.00	-129.50
Dwelling Assessment 1999	347.47	350.00	-2.53
Dwelling Assessment 2000	240.00	1,356.36	-1,116.36
Dwelling Assessment 2001	1,269.00	12,266.67	-10,997.67
Dwelling Assessment 2002	11,850.98	0.00	11,850.98
Golden Age Village Assessment	2,940.00	2,940.00	0.00
Land Assessment 1998	230.50	360.00	-129.50
Land Assessment 1999	447.48	550.00	-102.52
Land Assessment 2000	374.35	1,526.12	-1,151.77
Land Assessment 2001	1,782.54	21,079.79	-19,297.25
Land Assessment 2002	20,510.83	0.00	20,510.83
Total Land & Dwelling Assessment	40,103.65	40,668.94	-565.29
Late Fee/Finance Charge	787.99	778.71	9.28
Misc Income	-29.54	0.00	-29.54
Story Road Project	-240.00	0.00	-240.00
Upgrade Fee	-40.00	0.00	-40.00
Total Income	43,286.22	43,862.05	-575.83
Expense			
Banking Fees			
Service Charge	12.50	0.00	12.50
Total Banking Fees	12.50	0.00	12.50
Clean-up Day	743.49	0.00	743.49
General Repairs & Maintenance			
Snow Fences	192.50	60.00	132.50
Weed Control	18.75	1,448.00	-1,429.25
Total General Repairs & Maintenance	211.25	1,508.00	-1,296.75
Insurance/Liability	5,247.73	4,625.51	622.22
License & Taxes	30.00	0.00	30.00
Materials	38.28	0.00	38.28
Office Expense			
Copying & Mailing	191.91	54.80	137.11
Miscellaneous	12.94	10.00	2.94
Stamps & Postage	22.06	0.00	22.06
Supplies	0.00	154.71	-154.71
Office Expense - Other	167.86	77.01	90.85
Total Office Expense	394.77	296.52	98.25

GLA 01189

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Comparison 2001-2002
January 1 through July 15, 2002

	Jan 1 - Jul 15, 02	Jan 1 - Jul 15, 01	$ Change
Petty Cash	200.00	0.00	200.00
Postage	118.38	160.18	-41.80
Professional Fees			
Accountant	85.00	70.00	15.00
Bookkeeper	1,591.24	901.04	690.20
Legal Council/Service	713.69	518.58	195.11
Secretarial	2,102.28	608.50	1,493.78
Web Site	154.00	0.00	154.00
Total Professional Fees	4,646.21	2,098.12	2,548.09
Rental	0.00	44.50	-44.50
Road Repairs & Maintenance			
Grading & Graveling	7,775.00	7,697.50	77.50
Loan Payment	15,112.64	0.00	15,112.64
Paving	0.00	5,818.45	-5,818.45
Road Signs	92.65	0.00	92.65
Sanding	0.00	245.00	-245.00
Snow Plowing	2,240.00	825.00	1,415.00
Road Repairs & Maintenance - Other	3,788.52	0.00	3,788.52
Total Road Repairs & Maintenance	29,008.81	14,585.95	14,422.86
Taxes			
Income Tax	0.00	50.00	-50.00
Total Taxes	0.00	50.00	-50.00
Water Reservoir	4,356.93	0.00	4,356.93
Total Expense	45,008.35	23,368.78	21,639.57
Net Income	**-1,722.13**	**20,493.27**	**-22,215.40**

GLA 01190

John Waid 333-4358

FINANCING CONDITIONS AND OBLIGATIONS:

BUYER'S REPRESENTATION OF FUNDS: Buyer represents that they have sufficient funds for the down payment and closing costs to close this sale in accordance with this Agreement and are not relying upon any contingent source of such funds unless otherwise expressly set forth herein.

TIME FOR COMPLETION: If third party financing of the type specified herein is required by the terms of this Agreement (includes assumptions, contracts for deed, and lender financing), the closing shall occur on the date specified or as soon thereafter as financing is completed, but no later than N/A days after the stated closing date.

LOAN APPLICATION: If Buyer fails to make written application for financing and pay to the lender any required fees, apply for assumption of an existing loan or contract, or initiate any action required for completion of a contract for deed by 5:00 P.M. (Mountain Time) (date) N/A Buyer will be in breech of this Agreement and Seller can exercise Seller's remedies under this Agreement.

APPRAISAL PROVISION: Property must appraise for at least ($ N/A).
If the property does not appraise for at least the specified amount, the transaction is terminated and earnest money returned to the Buyer unless the Buyer elects to proceed with the transaction without regard to appraised value. Written notice of Buyer's election to proceed shall be given to Seller or Seller's Broker/Salesperson within N/A days of Buyer or Buyer's Broker/Salesperson receiving notice of appraised value.

CONTINGENCIES: The contingencies listed below or on attached addenda shall be deemed to have been released, waived, or satisfied, and the transaction shall continue to closing, unless, by the date specified for each contingency, the party requesting that contingency has notified the other party or the other party's Broker/Salesperson in writing that the contingency is not released, waived, or satisfied. If a party has notified the other party prior to the release date that a contingency is not released, waived, or satisfied, the transaction is terminated, and the earnest money will be returned to the Buyer, unless the parties negotiate other terms or provisions.

TITLE CONTINGENCY: This offer is contingent upon Buyer's receipt and approval (to Buyer's satisfaction) of the preliminary title commitment. Release Date: 5 business days from Buyer's or Buyers representative's receipt of preliminary title commitment.

PROPERTY INVESTIGATION: This offer is contingent upon Buyer's independent investigation of the following conditions relating to the property, including but not limited to; covenants, zoning, access, easements, well depths, septic and sanitation restrictions, surveys or other means of establishing the corners and boundaries, special improvement districts, restrictions affecting use, special building requirements, future assessments, utility hook up and installation costs, environmental hazards, or anything else Buyer deems appropriate.
Release Date: July 19, 2002

and such conditions being satisfactory to Buyers

This offer is contingent upon Seller obtaing an agreement from owners of Parcel 92 for Buyers to purchase (at a price acceptable to Buyers) that portion of Parcel 92 that lies between the current community access road and the current boundary between Parcel 92 and Parcel 90 ("Portion") or, at Buyers option, Seller obtaining an agreement from said owners of Parcel 92 to grant Buyers an easement across Portion at a location thereon and price acceptable to Buyers.
Release Date: August 8, 2002

(1) This offer is contingent upon Seller providing to Buyers evidence satisfactory to Buyers that the current community access road on Parcel 92 is subject to the terms and conditions set forth in Section 8.01 of the Restated Declaration of Covenants for the Community of Glastonbury made effective as of September 26, 1997.
Release Date: August 8, 2002

(2) **ADDITIONAL PROVISIONS:** On or before August 8, 2002, Seller shall provide Buyers with certified copies of all documents currently in effect relating to the use or development of Parcel 90, and all access roads and all common use land in Glastonbury South, and to the organization and governance of Glastonbury Landowners' Association, Inc., including without limitation, (a) Declaration of Covenants; (b) Master Plan; (c) Rules and Regulations promulgated by said Association; (d) evaluations of timber status of Parcel 90; and (e) By-Laws and Articles of Incorporation of said Association. Seller agrees to make every reasonable effort to satisfy the contingencies set forth in lines 92-101 above and to provide Buyers evidence of such efforts.

Buyer's Initials

Seller's Initials

Produced with ZipForm™ by RE Formulist, LLC 18025 Fifteen Mile Road, Clinton Township, Michigan 48035, (800) 383-0905

7-15-02

I give my proxy to Chuck Hoog on this day 7-15-02 for GLA meeting

Eric Nordhouse & Dorf Bloch

Glastonbury Landowners Association
Board Member Proxy Notification

I, Eric Nordhouse **,**

give my proxy to Robert Wallace

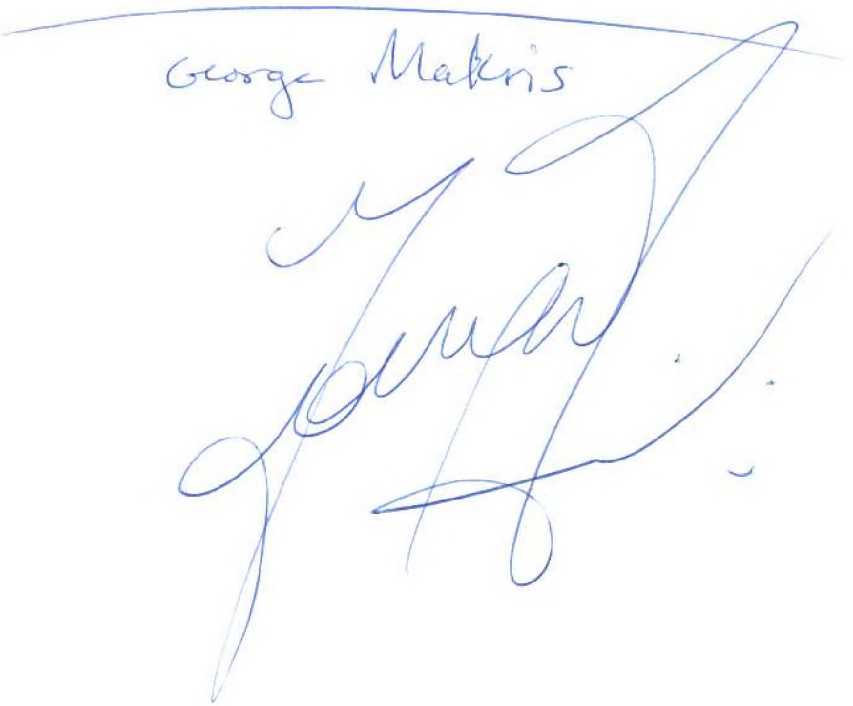
for the GLA Board of Directors Meeting on July 15th 2002 **.**
date

Eric Nordhouse
signature

7-15-02
date

I give my proxy for
the meeting of the GLA of
15 July 2002 to Daniel Kahoe Sr.

George Makris



2002-08-05_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 5, 2002

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Opening Prayer

The meeting was called to order by David Tonkin at 7:30 p.m., at Golden Ratio Woodworks. Walter gave the opening prayer.
PRESENT: David Tonkin (President), Cynthia Dodge-Blocker (Treasurer), Daniel Kehoe, Jr., Walter Wunsch, Bruce Ganje, Charlotte Mizzi, Eric Newhouse.
ABSENT: Robert Wallace (Vice-President), Philip Hoag (Secretary), George Makris, Ian Scott
PROXIES: Robert to Ian, Ian to Eric, Philip to Eric.
ALSO ATTENDING: Denise Orr (GLA secretary), Kenneth and Bethanie Green

2. Reading and Disposition of Minutes

February 4, 2002: Tabled.

MOTION: Walter moved and Dan seconded to approve7-15-02 Meeting Minutes. Motion carried with one abstention.

3. General Business

Changes to Covenants: Discussion was tabled.

David reported that GLA received a letter (see attached) from Attorney's Badassin & Associates on behalf of Michael Koltonow requesting Section 5.12 of the GLA Covenants be amended to address 3 issues: 1) If a person owns a dry parcel that is to be subdivided from an original parcel, does the holder of a wet parcel have to provide well water to the entire dry parcel subdivision? 2) Can water be used to irrigate or water stock to the detriment of the owner of the wet parcel? 3) A wet parcel owner should not have to supply more than two un-subdivided parcels with an easement to drill, and that drilling should be done with some type of compensation. Discussion was postponed until changes to Covenants are discussed in future.

4. Report of Officers and Committees.

Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
On behalf of Clare, Cynthia handed out GLA Balance Sheet as of 7/31/02.

Cynthia's job of collecting mail from GLA post box and related mail duties was passed to Denise. Walter will lend Xerox machine to Denise to use for GLA secretarial projects.

File: MtgMins 08 05 02 Final.doc
Draft(s); 8 08 02; 8 17 02;8/24/02; 09 09 02 -FINAL
Approved: 11 04 02

5. Architecture Subcommittee - Robert Wallace, Co-chair

ACTION ITEM – Approve architectural forms.
David passed out revised architectural application forms with suggested changes. Board reviewed & discussed.
MOTION: Charlotte moved and Cynthia seconded to approve additional changes to revised architectural forms with understanding that they can be revised in the future as needed. Motion carried with three abstentions.

David passed out revised Review Action forms with suggested changes. He also suggested an additional "condition" be added to read: "Approved with Condition that disturbed lands be reseeded" in both boxes.
MOTION: Charlotte moved and Walter seconded to approve the revised Review Action Form to include the clause "Approved with Condition that disturbed land be reseeded after construction" in both boxes. Motion carried.

Parcel 48 (20 acres) NG Minor Subdivision Proposal/Kenneth & Bethanie Green. The Greens presented subdivision proposal which they have worked on with William Smith. Board reviewed and discussion various aspects of proposal.
MOTION: Eric moved and Walter seconded that we give preliminary approved of Parcel 48 NG subdivision with the following conditions: We approve the proposed road on Subdivision 48 North Glastonbury as a 40 ft. road & utility easement that runs between the 2 existing wells and services Tract 48 C, D & E will be sufficient to serve these three parcels. The motion carried.
MOTION: Eric moved and Bruce seconded that we approve the subdivision of 48 North Glastonbury with the condition that proper easements and variances are obtained for the drain fields and utilities easements, including the 40 ft. road easement. The motion carried.

Bethanie Green (real estate agent for Century 21 in Livingston) reported that potential buyers of Glastonbury land become "discouraged" by the length of the Glastonbury Covenant document. Board discussed that in the last 2 years there has been an increase in buyers of GLA land.

ACTION ITEM – Report of Eric's discussion with County re: filing project review application forms. Tabled.

ACTION ITEM – **Approval of road on Tract 53-D SG/Henry & Joan M. Follman.** Denise to send letter per June 3 meeting motion. Bruce to call the Follmans.

ACTION ITEM – **Approval of double wide on Tract 32-B (NG)/Gerald Dubiel.** Pending based on missing paperwork. (Robert or Ian)

File: MtgMins 08 05 02 Final.doc
Draft(s); 8 08 02; 8 17 02;8/24/02; 09 09 02 -FINAL
Approved: 11 04 02

ACTION ITEM – **Requests/questions from Prospective Buyers of Parcel 90/SG**
GLA to approve revised location of Sagittarius Skyway. (see plat map)
MOTION: Walter moved and Dan seconded to approve to accept the revised road location of Sagittarius Skyway. Motion carried.
Determine whether Board wants to evaluate whether Parcel 90 is "moderately" or "heavily timbered.
David read Covenants 5.10 re: conditions of cutting or sale of timber.
MOTION: Eric moved and Dan seconded to classify Parcel 90 as "moderately" timbered. Motion carried.

ACTION ITEM – Send Master Plan to John Waid. Done.

ACTION ITEM – **David/Walter to check out/approve drawings for 79 SG/Rich Spallone application**. David reported project has been approved.

ACTION ITEM – **Bruce/Robert to check out/approve set back drawings for 59 SG/Everett Johnston application.**
MOTION: Eric motioned and Bruce seconded to approve 59 SG/Everett Johnston application for construction. Motion carried.

53-A SG/Kathy Raven. David presented application. Preliminary approval not given due to inadequate information. Bruce to call Kathy to tell her that we need a site map with correct/legible setbacks concerning property boundaries, building plans/specs, etc. Bruce to give Application Form "A" to Kathy to complete.

38-D NG/James Gough request to install a culvert.
MOTION: Eric moved and Walter seconded to approve 38-D NG/James Gough's request to install a culvert. Motion carried.

4.3 Road Committee – Bruce Ganje & Ian Scott– Co-chair

ACTION ITEM – Order road signs. In process

ACTION ITEM – Installation of road signs. Done.

ACTION ITEM – Replacing stop sign at GAV.

ACTION ITEM – Intersection of Sirius Road and Story Road. Not discussed.

File: MtgMins 08 05 02 Final.doc
Draft(s); 8 08 02; 8 17 02;8/24/02; 09 09 02 -FINAL
Approved: 11 04 02

4.4 Complaint Committee – Charlotte Mizzi – Chair

COMPLAINT: **Nicola Woywitka 8/4/02 Letter--** Notice/complaint about noxious weeds in South Glastonbury. Discussion included that South has been sprayed and that Nicola will need to take her complaint to County.

ACTION ITEM – **Everett Johnston complaint letter re: Parcel 60.** Charlotte to handle. Bruce reported that Johnston has requested documentation as to what is being done regarding his complaint. Denise to E-mail Bruce all copies of meeting minutes pertaining to Everett Johnston's complaint.
Charlotte to send second letter to Oudendijk (include information from 6/3 and 7/15 meeting notes) and cc to Orlando Johnson (who has power of attorney over Oudendijk property) and Everett Johnston. Charlotte also to find out if George has talked to Orlando and determine what action Orlando or Oudendijk's have taken.

ACTION ITEM – **Call Christy Dhieux-Bray re: tent complaint.** David called Christy to inform her that it is her responsibility to handle issue, but that he would also talk to tent owner and explain the rules.

ACTION ITEM – **Kathleen Woodriff inspection.** Charlotte reported that Kathleen's property looks neater. Discussion also included that it appears that junky material that was outside her home is now hidden inside a tent, but has not been removed as GLA requested. Charlotte to follow up and determine current status of Kathleen's property and if she has complied with GLA Board request. It was also discussed that Kathleen has also not yet applied for building permit.

ACTION ITEM – **Note to people living in travel trailer on Tract 53-E (SG).** No report.

ACTION ITEM – **Status report of Rakela-Pitendorfer/Parcel 56 NG statue issue.** David reviewed advise that our attorney, Joseph Swindlehurst, has given to us. GLA will not take any action until it receives a formal complaint.

4.5 Land Use Master Plan Committee - Daniel Kehoe, Jr., Co-chair
ACTION ITEM – David to report on Church agreeing to transfer mineral rights. Report is pending discussion with Judith Filbert from the Church.

4.6 Recreation Committee - Eric Newhouse, Co-Chair
ACTION ITEM – Present plan for recreation land. Eric to submit at next meeting.

4.7 Ombudsman Report - Regina Wunsch (SG) & Richard Johnson (NG) No report.

File: MtgMins 08 05 02 Final.doc
Draft(s); 8 08 02; 8 17 02;8/24/02; 09 09 02 -FINAL
Approved: 11 04 02

5. Other Business. None.

5.1 Web Site
GLA website is up and partially running. GLA-MT.org

6. Next Meeting and Adjournment
The meeting was adjourned at 9:40 p.m. with no further business. The next meeting will be held September 2 or 9, 2002 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS:

AR40802 Dan to revise project application forms and send to Clare for website and to Denise for applicants.

AR80501.2 Denise to send project approval forms to: 1) Kenneth & Bethanie Green and copy to County Planning Board re: Parcel 48 NG Minor Subdivision Proposal 2) Rich Spallone re: 79 SG construction application. 3) Everett Johnston re: Parcel 59 Residential Construction & Property Improvements, and 4) James Gough re: 38-D NG application to install a culvert.

AR80501.3 Denise to send letter to Henry & Joan M. Follman re:application for road on Tract 53-D SG and cc to Bruce & Robert.

AR80501.4 Denise to research missing paperwork for Tract 32-B NG/Gerald Dubiel doublewide application and send signed project approval form.

AR71502.2 Denise to inform John Waid about Board's response to requests/questions from Prospective Buyers of Parcel 90/SG

AR80502.5 Bruce to contact 53-A SG/Kathy Raven.

CP805.1 Charlotte to respond to Nicola Woywitka's 8/4/02 letter re: noxious weeds in South Glastonbury.

CP71502.1 Denise to e-mail Bruce the meeting minutes that pertain to E. Johnston's complaint.

Misc80502.1 When mailing GLA meeting minutes drafts to GLA board members, Denise will highlight any action items that pertains to the individual board member.

File: MtgMins 08 05 02 Final.doc
Draft(s); 8 08 02; 8 17 02;8/24/02; 09 09 02 -FINAL
Approved: 11 04 02

2002-08-05_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

August 5, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - February 4, 2002 and July 15, 2002

3. **General Business**
   3.1 **Changes to Covenants**

4. **Report of Officers and Committees.**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
   ACTION ITEM – Approve architectural forms
   ACTION ITEM – Report of Eric's discussion with the county re: filing project review forms
   ACTION ITEM – Send letter re: approval of road on Tract 53-D (SG)
   ACTION ITEM – Approval of double wide on Tract 32-B (NG)
   ACTION ITEM – Parcel 90/SG
   a) Approve revised location of Sagittarius Skyway
   b) Determine whether Board wants to evaluate whether Parcel 90 is "moderately" or "heavily timbered
   ACTION ITEM – Send Master Plan to John Waid
   ACTION ITEM – David/Walter to check out/approve drawings for 79 SG/Rich Spallone application.
   ACTION ITEM – Bruce/Robert to check out/approve set back drawings for 59 SG/Everett Johnston application.

   4.3 **Road Committee** – Bruce Ganje & Ian Scott– Co-chair
   ACTION ITEM – Order road signs
   ACTION ITEM – Installation of road signs
   ACTION ITEM – Replacing stop sign at GAV
   ACTION ITEM – Intersection of Sirius Road and Story Road

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
   ACTION ITEM – Everett Johnston complaint letter
   ACTION ITEM – Call Christy Dhieux-Bray re: tent complaint
   ACTION ITEM – Kathleen Woodriff inspection
   ACTION ITEM – Note to people living in travel trailer on Tract 53-E (SG)
   ACTION ITEM – Status report of Parcel 56 NG statue issue.

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
   ACTION ITEM – David report on Church agreeing to transfer mineral rights

   4.6 **Recreation Committee** - Eric Newhouse, Co-Chair
   ACTION ITEM – Present plan for recreation land

   4.7 Ombudsman Report - Regina Wunsch (SG) & Richard Johnson (NG)

5. **Other Business**
   5.1 **Web Site**

6. **Next Meeting and Adjournment**

07/31/02

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of July 31, 2002

	Jul 31, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,908.10
1st National Bank Savings	31,557.15
Total Checking/Savings	35,465.25
Accounts Receivable	
Accounts Receivable	87,110.14
Total Accounts Receivable	87,110.14
Total Current Assets	122,575.39
TOTAL ASSETS	**122,575.39**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	78,437.90
Net Income	32,410.97
Total Equity	122,575.39
TOTAL LIABILITIES & EQUITY	**122,575.39**

10:54 PM
07/31/02
Cash Basis

- = under
+ = over

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget Overview
January through July 2002

	Jan - Jul 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	220.00		
Bond Account	750.00		
Donation	0.00	0.00	0.00
Finance Charges	134.84	175.00	-40.16
Interest CUT Pavement Loan	1,256.50	1,256.50	0.00
Interest Income	342.78	1,516.62	-1,173.84
Land & Dwelling Assessment			
Dwelling Assessment 1998	110.50		
Dwelling Assessment 1999	347.47		
Dwelling Assessment 2000	240.00		
Dwelling Assessment 2001	1,269.00		
Dwelling Assessment 2002	11,800.98	17,955.00	-6,154.02
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	230.50		
Land Assessment 1999	447.48		
Land Assessment 2000	374.35		
Land Assessment 2001	1,782.54		
Land Assessment 2002	20,460.83	14,851.62	5,609.21
Total Land & Dwelling Assessment	40,003.65	32,806.62	7,197.03
Late Fee/Finance Charge	787.99	875.00	-87.01
Misc Income	-29.54		
Story Road Project	-240.00		
Upgrade Fee	-40.00		
Total Income	43,186.22	36,629.74	6,556.48
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Clean-up Day	43.49		
Equipment Repairs	0.00	29.12	-29.12
Snow Fences	192.50	262.50	-70.00
Weed Control	18.75	1,575.00	-1,556.25
Total General Repairs & Maintenance	254.74	1,866.62	-1,611.88
Gifts/Appreciation	0.00	116.62	-116.62
Insurance/Liability	5,247.73	2,712.50	2,535.23
License & Taxes	30.00		
Materials	38.28		
Office Expense			
Copying & Mailing	191.91	641.62	-449.71
Miscellaneous	12.94	29.12	-16.18
Stamps & Postage	22.06		
Supplies	0.00	116.62	-116.62
Office Expense - Other	167.86		
Total Office Expense	394.77	787.36	-392.59
Petty Cash	200.00		
Postage	118.38		
Professional Fees			
Accountant	85.00	175.00	-90.00
Bookkeeper	1,591.24	700.00	891.24
Legal Council/Service	713.69	408.31	305.38
Secretarial	2,102.28	5,366.62	-3,264.34
Web Site	154.00		
Total Professional Fees	4,646.21	6,649.93	-2,003.72
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00
Rental	700.00	175.00	525.00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget Overview
January through July 2002

	Jan - Jul 02	Budget	$ Over Budget
Road Repairs & Maintenance			
Grading & Graveling	7,775.00	4,666.62	3,108.38
Loan Payment	15,112.64	13,882.26	1,230.38
Road Signs	92.65		
Sanding	0.00	291.62	-291.62
Snow Plowing	2,240.00	1,750.00	490.00
Road Repairs & Maintenance - Other	3,788.52		
Total Road Repairs & Maintenance	29,008.81	20,590.50	8,418.31
Taxes			
Income Tax	0.00	29.12	-29.12
Real Estate	0.00	58.31	-58.31
Total Taxes	0.00	87.43	-87.43
Water Reservoir	4,356.93		
Total Expense	45,008.35	32,985.96	12,022.39
Net Income	-1,822.13	3,643.78	-5,465.91

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Customer Balance Summary
All Transactions

	Jul 31, 02
Allen, Richard / SG 74	160.01
Andersen, Svend / NG 8*	-6.00
Anderson, Davies / NG 1-A	240.00
Angeles, Napolean / NG 28*	120.00
Barrere, Christine - sold interest to Cam	504.60
Belgel, Herbert / SG 24	360.00
BHES Shelter / NG 37-D	430.64
Blais, Harold / NG 11-D	240.00
Boise, Steven / 31-B	229.54
Boudreau, Mary / NG 6-B-1	240.00
Bournazian, Mike / NG 43-4	80.00
Bowden, Anne / SG 43-A	240.00
Boysal, Mehmet / NG 41*	240.00
Brandis, John / NG 52	120.00
Brown, Michael / SG 77*	459.68
Brown, Norma / NG 44-A	120.00
Burckley, Steven / SG 76*	2,066.65
Campbell, Deanna / NG 51	4,962.07
Carlson, Patricia / NG 37-E	240.00
Chalice Well	280.09
Cleirbaut,/NG 50-AE- sold to new owners	240.00
Collier, Helen / SG 30*	240.00
Collins, Elizabeth / NG 27	100.00
Corcino, Ana / SG 33*	240.00
Costigan, Patricia / SG 22-C	120.00
Costigan, Patricia / SG 22-D	120.00
Covington, Philip / SG 34-C	240.00
CUT / SG 65	120.00
CUT / SG 69	120.00
D'Argenzio, Lynn / SG 105	339.09
Davis, William / NG 65	5,335.53
Davis, William / NG 43-3	560.17
Davis, William / SG 26-B	440.17
Diehl, Rosealine / SG 30*	70.00
Difo, Louis / NG 23	3,301.68
Dowbenko, Url / NG 1-B	1,249.16
Dubiel, Gerald / NG 2-E	240.00
Duke, Roxanne / NG 33*	240.00
Eisvang, Jorn / SG 63	120.00
Eisvang, Jorn / SG 64	240.00
Fanuzzi, John / SG 59	100.00
Fanuzzi, Vera / SG 44	240.00
Fauck, Else / SG 42*	120.00
Foleen, Chris / SG 46*	180.00
Fonseca, Amanda / SG 33*	200.00
Fournier, Gloria / SG 33*	120.00
Frazier, Kenneth / SG 31-E	1,613.01
Ganje, Bruce / SG 26-D	240.00
Garcia, Kathy / NG 32*	1,613.01
Gelderloos, Pouwel / NG 33*	240.00
Gelderloos, Pouwel / NG 7-B	240.00
Gembica Lindstrom / SG 93-A	445.44
GLA / SG 102	120.00
GLA / SG 96	120.00
Glennon, Margaret / SG 100	240.00
Graafland, Pieter / NG 26-B	60.00
Green, Kenneth / NG 48	2,349.76
Harris, Ned / NG 11-A	493.47
Hayward, Donald / SG 35-C	429.14
Hazen, Bernice / SG 25-E	560.17
Hazen, John / SG 25-A	806.33
Healy, James / NG 50-AD	240.00
Hoag, Philip / NG 7-C	120.00
Holder, William / NG 39	3,927.21
Housley / NG 47-B	560.17
Hull, Charlene / NG 40-4	120.00
Irwin, Simeon / NG 44-B	885.67

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Customer Balance Summary
All Transactions

	Jul 31, 02
Jarvi, Eva / NG 11-C	120.00
Jensen, Janet / NG 6-B4	240.00
Jensen, Robert / NG 46	60.00
Johnson, Antonia / SG 46*	240.00
Johnson, Reed / NG 22-A	280.09
Johnson, Reed / NG 22-B	280.09
Johnson, Reed / NG 22-C	280.09
Johnson, Reed / NG 22-E	280.09
Johnson, Richard NG / 35-A	140.00
Kaminski, Norene / NG 10-B	180.00
Kaufman, Michael / SG 19	240.00
Keathley, Peggy / NG 5-B	240.00
Keathley, Peggy / NG 5-C	120.00
Kehoe, Daniel Jr. / SG 37-1A	240.00
Kelly, Jim/ SG 91	120.00
Kitajewski, Teresa / NG 26-E	240.00
Klinger, Walter / SG 42*	120.00
Knoop, Mary / NG 47-A	240.00
Kovacs, Eleanor / NG 57-A	560.17
Kozlik, James / NG 43-5	120.00
LaShomb, Marlene / SG 84*	1,613.01
Leavitt, Brenton / NG 35-D	140.00
Lewis, Bridget / SG 34-B	240.00
Leykamm, Manfred / SG 55	1,249.16
Lisota, Martin / SG 50-A	329.44
Lombard, Marjorie / NG 2-A	240.00
MacDonald, David / NG 24-C	240.00
MacDonald, David / NG 24-D	120.00
Mack, Randolph A. / NG 37-C	1,455.39
MacPherson, Frances / NG 57-B	240.00
Makris, George / SG 20-A	240.00
Maniaci, Allen / SG 78	944.05
Marvin, Beverly / NG 57-D	240.00
Mason, James / NG 7-D	200.04
Mayer, Zygmond / NG 45*	1,249.16
McCann, Mike / NG 1-C	280.09
McCarry/Waid / SG 26-B	120.00
McCowan, Michelle / NG 11-E	240.00
McIntyre, Dolores / NG 36-A	240.00
McNeely, Kenneth / NG 61-B	691.73
Meijer, Jacob / NG 33*	180.00
Michaels, Kim / SG 84*	345.86
Minerva Investments / SG 21-E	560.17
Minerva Investments / SG 32-B	560.17
Moore, Laurie / SG 87	70.00
Mueller, Jr. / SG 47*	504.80
Nelson, Stuart / SG 18-B	240.00
Newhouse, Craig / NG 57-E	436.84
Newhouse, Eric / NG 25-4	54.33
Newhouse, Warren / NG 43-2	180.04
NG 40-2	160.09
NG 49	160.09
NGCTC / 14-A	-120.00
Norell, Per / NG 41*	240.00
Olsen, Jon / NG 31-W	240.00
Osborne, Victoria / SG 18-B	120.00
Oudendijk, Alex / SG 60*	150.50
Palk, David / NG 6-B2	240.00
Parker, Clare / SG 31-D	240.00
Patterson, DeWayne / NG 37-A	386.75
Pearson, Bernard/ SG 41	120.00
Pederson, Denise / SG 25-D	240.00
Pellett, Scott / 83*	442.84
Peterson, Victoria / SG 106	120.00
Peterson, Victoria / SG 109	120.00
Petterson, Ola / SG 103	560.17
Petterson, Ola / SG 59*	1,919.10

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Customer Balance Summary
All Transactions

	Jul 31, 02
Phipps, James / NG 35-C	60.00
Pinardo, Pedro / SG 32-A	1,117.91
Pinardo, Pedro / SG 32-C	560.17
Pinardo, Pedro / SG 32-D	280.09
Pinardo, Pedro / SG 32-E	280.09
Pisani, Lydia / SG 22*	1,249.16
Pitt, William / SG-89	240.00
Price, Ronald / NG 32*	120.00
Prieto, Ricardo / NG 26-A	240.00
Quarles, Ray / NG 24-E	240.00
Quarles, Robert / NG 24-B	1,613.01
Rakela, Kathleen / NG 56	120.00
Raven, Catherine / SG 53-A	120.00
Riddle, Robert / SG 95	-5.00
Rordam, Gail / SG 49	814.36
Schmidt, Judith / SG 47*	1,623.28
Schmidt, William / SG 42*	206.31
Scoble, Maria / NG 26-D	240.00
Scott, Ian / NG 10-C	120.00
SGTC - 23-A	120.00
SGTC / 22-E	120.00
Sharpless, Janet / NG 25-2	240.00
Sharpless, Janet / NG 25-C	200.04
Sherwood, Robert / SG 50-B	1,541.20
Sherwood, Robert / SG 50-D	280.09
Siewert, Mary Beth / NG 59	333.31
Simon, Jeffrey / NG 61-A	554.95
Smith, William / NG 42	560.17
Smith, William / NG 54	280.09
Smith, William / NG 55	280.09
Spallone, Richard / SG 79	120.00
Sprowl, Christpher / SG 107	120.00
Stram, Christina / SG 22-A	140.00
Strykert, Ronald / NG 31-E	1,249.16
Taft, Eldon / SG 107	280.09
Terhorst, Jacobus / SG 60*	516.61
Thompson, Rebecca / NG 41*	360.00
Thorburn, Carolyn / SG 93-A	866.14
Thorpe, Catherine / NG 6-B3	240.00
Timmer, James / NG 30-A	240.00
Tonkin, Catherine / SG 28	120.00
Tonkin, David / SG 104	110.17
Trisdale, James / SG 26-E	293.31
Tsuru, Edward / SG 50-C	1,613.01
Ullrich, Kathleen / NG 32*	560.17
Upshaw, Della/ NG 8*	100.00
Vallancourt, Mark/ SG 83*	120.00
Vaughan, Vicki / NG 29-C	94.82
Wagner, Margaret / NG 44-C	120.00
Wallace, Robert & Mary / SG 40	120.00
Wares, Brenda / SG 39	120.00
Weise, Roger / SG 47*	806.53
Whitehead/Timmer / NG 30-C	120.00
Wintroub, Nancy / NG 47-E	120.00
Yanka, Lane / SG 53-B	120.00
Young, Jerry / SG 26-E	180.00
TOTAL	87,110.14

11:15 PM
07/31/02
Accrual Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Billed Land Assessments 2002
January through July 2002

Type	Date	Num	Name	Memo	Land	Amount
Land & Dwelling Assessment						
Land Assessment 2002						
Invoice	1/1/2002	1242	Adams, Lendell / NG 28*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1243	Alexander, John / NG 66	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1244	Alfaro, Colan / SG 33	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1245	Glennon, Margaret / SG 100	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1246	Andersen, Svend / NG 8*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1247	Anderson, Davies / NG 1-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1248	Anderson, Edward / NG 32*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1249	Anderson, Stewart / SG 3...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1250	Anderson, Stewart / SG 3...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1251	Andreae, Steven / SG 68	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1252	Angeles, Napolean / NG 28*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1253	Azure, Larry / SG 58	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1255	Baughman, Carla / NG 10-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1256	Beakley-Casburn / SG 101*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1257	Beigel, Herbert / SG 24	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1258	BHES Shelter / NG 37-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1259	Bird, Harvey / SG 86	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1260	Blais, Harold / NG 11-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1261	Blocker, Daniel / SG 26-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1262	Bodeaux, Lorraine / NG 45*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1263	Boise, Steven / 31-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1264	Bonthuis, Kevin / SG 46*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1265	Boudreau, Mary / NG 6-B-1	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1266	Bournazian, Mike / NG 43-4	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1267	Bowden, Anne / SG 43-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1268	Boysal, Mehmet / NG 41*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1269	Brand, Werner / NG 32*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1270	Brandis, John / NG 52	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1271	Brettschneider, John / SG...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1272	Brown, Michael / SG 77*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1273	Brown, Norma / NG 44-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1274	Brown, Ray / NG 1-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1275	Brozovsky, Newman / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1276	Buford, Lisa / NG 40-1	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1277	Buford, William / NG 12	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1278	Buice, Isham / SG 85	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1279	Burckley, Steven / SG 76*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1280	Burke, Robert / NG 67	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1281	Burke, Robert / NG 68	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1282	Burke, Robert / NG 69	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1283	Burke, Robert / NG 70	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1284	Ahrens Charles / NG 44-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1285	Caldwell, Roberta / NG 58	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1286	Callan, Robert / NG 9*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1287	Campbell, Deanna / NG 51	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1288	Campbell, Michael / SG 75	Land Assessment(s) 2002 - $1...	1	40.00

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Invoice	1/1/2002	1289	Carlson, Patricia / NG 37-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1290	Chalice Well	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1291	Chase, William / SG 38-1A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1293	Cleirbaut,/NG 50-AE- sold...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1294	Collier, Helen / SG 30*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1295	Collins, Elizabeth / NG 27	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1296	Colwell, Joseph / NG 59-AB	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1297	Community Conservation ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1298	Community Continuity / S...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1300	Community Restoration / ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1301	Compton, Laurel / SG 43-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1302	Compton, Laurel / SG 43-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1303	Corcino, Ana / SG 33*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1304	Costigan, Patricia / SG 22...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1305	Covington, Philip / SG 34-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1306	Cragg, Robert / SG 53-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1307	CUT / NG 53	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1308	CUT / NG 60	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1309	CUT / NG 63	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1310	Sprowl, Christpher / SG 107	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1311	CUT / SG 25-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1312	CUT / SG 25-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1313	CUT / SG 27	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1314	Tonkin, Catherine / SG 28	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1315	CUT / SG 29	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1316	Pearson, Bernard/ SG 41	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1317	CUT / SG 45	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1318	CUT / SG 51	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1319	CUT / SG 52	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1320	Follman, Henry / SG 53-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1321	CUT / SG 57	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1322	CUT / SG 61	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1323	CUT / SG 65	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1324	CUT / SG 67	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1325	CUT / SG 69	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1326	CUT / SG 73	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1327	Spallone, Richard / SG 79	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1328	CUT SG / 90	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1329	Kelly, Jim/ SG 91	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1330	D'Argenzio, Lynn / SG 105	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1331	Davis, William / NG 43-3	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1332	De Los Santos, Gilberto / ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1333	Dhieux-Bray, Christin / N...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1334	Diehl, Rosealine / SG 30*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1335	Difo, Louis / NG 23	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1336	Dirkers, Jerome / NG 29-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1337	Dirkers, Jerome / NG 29-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1338	Dirkers, Michael / NG 29-B	Land Assessment(s) 2002	1	120.00

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Invoice	1/1/2002	1339	Dowbenko, Uri / NG 1-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1340	Du Molin, Susanne / SG 2...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1341	Dubiel, Gerald / NG 2-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1342	Duffy, Neroli / NG 50-AA	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1343	Duke, Roxanne / NG 33*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1344	Dunn, Sherman / NG 47-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1345	Eberhard, Linda / SG 77*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1346	Edel, David / SG 43-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1347	Eisvang, Jorn / SG 63	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1348	Eisvang, Jorn / SG 64	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1349	McCowan, Michelle / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1350	Fanuzzi, John / SG 59	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1351	Fanuzzi, Vera / SG 44	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1352	Farrell, Leslie / NG 40-3	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1353	Fauck, Else / SG 42*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1354	Field, Andrew / SG 99	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1355	Foleen, Chris / SG 46*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1356	Fonseca, Amanda / SG 33*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1357	Fournier, Gloria / SG 33*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1358	Frazier, Kenneth / SG 31-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1359	Fredricksen, Alberta / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1360	Galloway, Michael / NG 5-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1361	Ganje, Bruce / SG 26-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1362	Garcia, Kathy / NG 32*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1363	Gelderloos, Pouwel / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1364	Gelderloos, Pouwel / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1365	Gillet, Jean-Lois / SG 70-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1366	GLA / SG 102	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1367	GLA / SG 96	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1368	Gore, John / SG 82	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1369	Gough, James / NG 38-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1370	Goulart, Maydell / NG 25-1	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1371	Graafland, Pieter / NG 26-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1372	Grant/Smallwood / SG 84*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1373	Green, Kenneth / NG 48	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1374	Grenier, Mark / NG 28	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1375	Hansard, Donald / SG 81	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1376	Hardesty, Frank / SG 20-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1377	Harris, Ned / NG 11-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1378	Harth, Patricia / NG 36-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1379	Hayward, Donald / SG 35-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1380	Hazen, Bernice / SG 25-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1381	Healy, James / NG 50-AC	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1382	Healy, James / NG 50-AD	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1384	Hoag, Philip / NG 7-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1385	Holder, William / NG 39	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1386	Holmstrom, Roger / SG 3...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1387	Hull, Charlene / NG 40-4	Land Assessment(s) 2002	1	120.00

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Invoice	1/1/2002	1388	Hunsaker, John / SG 88-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1389	Irwin, Simeon / NG 44-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1390	Allen, Richard / SG 74	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1391	Jarvi, Eva / NG 11-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1392	Jensen, Janet / NG 6-B4	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1393	Jensen, Robert / NG 46	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1394	Johansson, Jan / NG 22-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1395	Johnson, Antonia / SG 46*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1396	Johnson, Edwin / SG 54	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1397	Johnson, Reed / NG 22-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1398	Johnson, Reed / NG 22-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1399	Johnson, Reed / NG 22-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1400	Johnson, Reed / NG 22-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1401	Johnston, Duncan / SG 2...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1402	Johnston, Duncan / SG 2...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1403	Jones, Phillip / NG 44-E1	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1404	Kaminski, Norene / NG 10...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1405	Kaufman, Michael / SG 19	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1406	Keathley, Peggy / NG 5-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1407	Keathley, Peggy / NG 5-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1408	Kehoe, Daniel Jr. / SG 37-...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1409	Kehoe, Daniel Sr. / SG 56...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1410	Kehoe, Daniel Sr. / SG 56...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1411	Kehoe, Daniel Sr. / SG 37...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1412	Kehoe, Daniel Sr. / SG 37...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1413	Kehoe, Daniel Sr. / SG 37...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1414	Kehoe, Daniel Sr. / SG 37...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1415	Kelly, Jim & Marie / SG 92	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1417	Kisthart, William / NG 38-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1418	Kitajewski, Teresa / NG 2...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1419	Klinger, Walter / SG 42*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1420	Knoop, Mary / NG 47-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1421	Knudson, Dorothy / NG 9*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1422	Koltonow, Michael / SG 66	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1423	Kovacs, Eleanor / NG 57-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1424	Kozlik, James / NG 43-5	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1425	Kremer, Neil / SG 18-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1426	Krumpe, Paul / SG 76*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1427	Krumpe, Paul / SG 77*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1428	Lambert, Christophe / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1429	LaShomb, Marlene / SG 84*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1430	Leavitt, Brenton / NG 35-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1431	Lewis, Bridget / SG 34-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1432	Leykamm, Manfred / SG 55	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1433	Lifesavers Shelter / NG 28*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1434	Lincoln, Margaret / SG 62	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1435	Gembica Lindstrom / SG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1436	Lisota, Martin / SG 50-A	Land Assessment(s) 2002	1	120.00

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Type	Date	Num	Name	Memo	Land	Amount
Invoice	1/1/2002	1437	Lloyd, Shirley / NG 47-F	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1438	Lombard, Marjorie / NG 2-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1439	Lundberg, David / SG 84*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1440	MacDonald, David / NG 2...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1441	MacDonald, David / NG 2...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1442	Mack, Randolph A. / NG 3...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1443	MacPherson, Frances / N...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1444	Makris, George / SG 20-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1445	Maniaci, Allen / SG 78	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1446	Mansaw, Wayne / NG 33*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1447	Mark's Ark / NG 7-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1448	Marvin, Beverly / NG 57-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1449	Mason, James / NG 7-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1450	Mayer, Zygmond / NG 45*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1451	McBride, Scott / SG 31-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1452	McCann, Mike / NG 1-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1453	McIntyre, Dolores / NG 36...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1454	McNeely, Kenneth / NG 6...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1455	McNicholas, Michael / NG...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1456	Meijer, Jacob / NG 33*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1457	Minerva Investments / SG...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1458	Minerva Investments / SG...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1459	Mizzi, Charlotte / NG 5-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1460	Moe, Juanita / NG 41*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1461	Mohr, Duane / NG 37-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1462	Swift, Joe / SG 35-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1463	Moorcroft, Thomas / NG 1...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1464	Moore, Laurie / SG 87	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1465	Morin, Madeleine / SG 30*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1466	Morsell, Fred / NG 24-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1467	Mosness, Randolph / SG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1468	Mueller, Jr. / SG 47*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1469	Naclerio, Peter / NG 43-1	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1470	Nelson, Stuart / SG 18-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1471	Newhouse, Eric / NG 25-4	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1472	Newhouse, Craig / NG 57-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1473	Newhouse, Warren / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1474	NGCTC / 26-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1475	NGCTC / 14-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1476	Nichols, Jeffery / SG 94	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1477	Norell, Per / NG 41*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1478	Olsen, Jon / NG 31-W	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1479	Osborne, Victoria / SG 18-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1480	Oudendijk, Alex / SG 60*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1481	Oudendijk, Maria / SG 60*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1482	Pagnier, Carla / SG 35-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1483	Palk, David / NG 6-B2	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1484	Panizza, Adriana / SG 35-B	Land Assessment(s) 2002	1	120.00

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Billed Land Assessments 2002
January through July 2002

Type	Date	Num	Name	Memo	Land	Amount
Invoice	1/1/2002	1485	Parker, Clare / SG 31-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1486	Patterson, DeWayne / NG...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1487	Pederson, Denise / SG 25...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1488	Pellett, Scott / 83*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1489	Peterson, Victoria / SG 106	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1490	Peterson, Victoria / SG 109	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1491	Petterson, Ola / SG 59*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1492	Petterson, Ola / SG 103	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1493	Phipps, James / NG 35-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1494	Pinardo, Pedro / SG 32-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1495	Pinardo, Pedro / SG 32-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1496	Pinardo, Pedro / SG 32-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1497	Pinardo, Pedro / SG 32-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1498	Pisani, Lydia / SG 22*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1499	Pitt, William / SG-89	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1500	Prieto, Ricardo / NG 26-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1501	Quarles, Ray / NG 24-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1502	Quarles, Robert / NG 24-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1504	Ramp, Kathleen / SG 97	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1505	Ramp, Kathleen / SG 98	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1506	Ranttalo, Paul / NG 30-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1507	Raven, Catherine / SG 53-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1508	Riddle, Robert / SG 95	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1509	Riley, Dennis / SG 108	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1510	Roach, Margaret / NG 47-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1512	Rordam, Gail / SG 49	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1513	Vallancourt, Mark/ SG 83*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1514	Housley / NG 47-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1515	Johnson, Richard NG / 35...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1516	Schieffelin, Eleanor / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1517	Schieffelin, Eleanor / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1518	Schmidt, Judith / SG 47*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1519	Schmidt, William / SG 42*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1520	Scoble, Maria / NG 26-D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1521	Scott, Ian / NG 10-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1522	Davis, William / NG 65	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1523	Sharpless, Janet / NG 25-2	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1524	Sharpless, Janet / NG 25-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1525	Sherwood, Robert / SG 50...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1526	Sherwood, Robert / SG 50...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1527	Siewert, Mary Beth / NG 59	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1528	Simon, Jeffrey / NG 61-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1529	Sinopoli, Vito / SG 38-1B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1530	Sinopoli, Vito / SG 38-1C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1531	Sinopoli, Vito / SG 38-1D	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1532	Sinopoli, Vito / SG 38-1E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1533	Siyan, Karanjit / NG 2-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1534	Slavenas, Rasa / SG 101*	Land Assessment(s) 2002	1	120.00

GLA 01213

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Billed Land Assessments 2002
January through July 2002

Type	Date	Num	Name	Memo	Land	Amount
Invoice	1/1/2002	1535	Smith, William / NG 42	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1536	Smith, William / NG 54	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1537	Smith, William / NG 55	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1539	Stern, Michael / SG 31-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1540	Stomierowski, Scott / SG 48	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1541	Stram, Christina / SG 22-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1542	Strykert, Ronald / NG 31-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1543	Taft, Eldon / SG 107	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1544	Terhorst, Jacobus / SG 60*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1545	Tessier, Frances / NG 28*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1546	Thompson, Rebecca / NG...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1547	Thorburn, Carolyn / SG 9...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1548	Thorpe, Catherine / NG 6-...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1549	Thorpe, Dave / NG 6-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1550	Thorpe, Dave / SG 21-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1551	Timmer, James / NG 30-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1552	Tisdale, Bradford / NG 38-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1553	Tisdale, Bradford / NG 38-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1554	Tonkin, David / SG 104	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1555	Trisdale, James / SG 26-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1556	Tsuru, Edward / SG 50-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1557	Twin Pillars / SG 35-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1558	Ullrich, Kathleen / NG 32*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1559	Van der Vegt, Ben / NG 5...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1560	Vaughan, Vicki / NG 29-C	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1561	Wagner, Margaret / NG 4...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1562	Wallace, Robert & Mary / ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1563	Wallace, Robert & Mary / ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1564	Wallace, Robert & Mary / ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1565	Upshaw, Della/ NG 8*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1566	Wares, Brenda / SG 39	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1567	Watson, Marian / SG 88-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1568	Weise, Roger / SG 47*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1569	Whitehead, Dorothy / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1570	Whitehead/Timmer / NG ...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1571	Wintroub, Nancy / NG 47-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1572	Wolberd, Patrick / NG 7-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1573	Woywitka, Nicola / SG 30*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1574	Wunsch, Walter / SG 71	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1575	Wunsch, Walter / SG 72	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1576	Yaney, Ralph / NG 38-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1577	Yanka, Lane / SG 53-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1578	Young, Jerry / SG 26-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1579	Zeman, Roger / NG 34	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1580	Cameron, Jerald / SG 53-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1582	SGTC - 23-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1583	SGTC / 22-E	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1584	McCarry/Waid / SG 26-B	Land Assessment(s) 2002	1	120.00

GLA 01214

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Billed Land Assessments 2002
January through July 2002

Type	Date	Num	Name	Memo	Land	Amount
Invoice	1/1/2002	1587	Costigan, Patricia / SG 22...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1588	Vinci, Albert / SG 22-B	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1589	Hazen, John / SG 25-A	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1591	Michaels, Kim / SG 84*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1592	Cederberg , Jeffrey & Sun...	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1593	Price, Ronald / NG 32*	Land Assessment(s) 2002	1	120.00
Invoice	1/1/2002	1596	Davis, William / SG 26-B	Land Assessment(s) 2002	1	120.00
Credit M...	3/22/2002	1597	Fanuzzi, John / SG 59	Land Assessment(s) 2002		-120.00
Total Land Assessment 2002						40,720.00
Total Land & Dwelling Assessment						40,720.00
TOTAL						**40,720.00**

GLA 01215

Glastonbury Landowners Association
Board Member Proxy Notification

I, Philip Haag,

give my proxy to Ian Scott

for the GLA Board of Directors Meeting on 8/5/02.
date

signature

8/5/02
date

Glastonbury Landowners Association
Board Member Proxy Notification

I, Ian Scott,

give my proxy to Eric Newhouse

for the GLA Board of Directors Meeting on 8/5/02.
date

signature

10-5-02
date

MEMORANDUM

To: GLA Board
From: David Tonkin
Date: August 27, 2002
Re: Meeting Minutes

We have highlighted items listed on the agenda and minutes where you have an action to accomplish for this meeting.

To cut down on the amount of time for our meetings, I suggest that we individually read the minutes before the meeting so we do not have to spend the time at the meeting.

P.S. Note the new date for the next meeting. Also, check your email. There are a number of important items there

2002-09-09_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 9, 2002

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.

PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Daniel Kehoe, Jr., Walter Wunsch, Charlotte Mizzi, Ian Scott
ABSENT: Bruce Ganje, George Makris, Eric Newhouse
PROXIES: George Makris to Dan Kehoe, Jr.
ALSO ATTENDING: Denise Orr (GLA secretary), Claire Parker (Accountant) & Orlando Johnson.

2. Reading and Disposition of the Minutes General Business

February 4, 2002. Tabled

MOTION: Philip moved and Cynthia seconded to approve the Aug. 5, 2002 meeting minutes as written. Motion carried.

3. General Business

3.1 Changes to Covenants. Tabled.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

1. The Board reviewed "GLA Transactions to Date July & August 2002" and "Balance Sheet As of Sept. 9, 2002" passed out by Cynthia and Claire.

2. Cynthia began discussion re: filing liens on properties where assessments are past due. She handed out: " Delinquent Assessment Payment-Final Notice" letter-- Notice of Claim of Lien; "Liens Prepared" by Jim Phipps/2001; Customer Balances as of July 31, 2002; a list of lien questions posed by Jim Phipps; and a list of "What is Needed to Process a Lien" by Jim Phipps.

Delinquent Assessment Payment-Final Notice: proposed letter

Board discussed giving 10% off assessment fees if overdue fee is paid (in one lump sum?)
MOTION: Dan motioned and Philip seconded to include in the "Delinquent Assessment Payment-Final Notice" letter that a *10% discount would be given if balance owed was paid within 2 months, and we would need to hear from owner in next 30 days.* Motion carried.
MOTION: Robert motioned and Dan seconded an amendment to above motion that the *10% discount only be given to those owing $1,000 and above.* Motion carried.

Board discussed that assessments could be completely lost to GLA if it doesn't file liens on properties up for sale or in foreclosure.

File: MtgMins 09 09 02 Final.doc
Approved: 10 7 02
Amended: 09 24 02- final

From above motions were developed 2 letters
Letter to those owing less than $1,000
Letter to those owing $1,000 and above

"Liens Prepared" (Compiled by Jim Phipps in 2001/no specific date)
Board discussed we need to research if liens on this list are still in effect or have been released, etc.

"Customer Balances as of July 31, 2002." Includes list of 69 names of property owners who owe in excess of $240--grand total of $66,835.07. Board reviewed list and discussed corrections and research needed on specific property owners.

"Questions" and Answers Re: Liens.
Jim Phipps documented these from 2001 GLA Board meeting.

"What is needed to Process a Lien" (2001 research by Jim Phipps)
Cynthia did recent research to justify $50 Penalty Fee: (a) County Recorders Office confirmed cost to file lien=$5 & to release it =$5 (b) Certified mailing w/return receipt=$4.42 and (c) Remaining balance of penalty fee is covered by cost of secretarial labor, including research, filing and mailing, etc.

Board reviewed other important factors to consider when filing a lien:
a) Check procedure (per 2001 meeting notes) re: final notice will be stamped in red on bill and sent with letter notification.
b) Confirm the "legal name" of property owner and if it is the same name on GLA database.
c) Determine if there are other liens on property. If there is another lien, GLA is put in 2nd lien position.
d) Determine if GLA previously released and/or filed liens on the property
e) Order of handling lien research/notification project: 1rst--handle liens on properties for sale or in foreclosure 2nd—those owing $1000 and above, and 3rd--those owing smaller amounts.

4.2 Architecture Subcommittee: Robert Wallace/Bruce Ganje, Co-Chair

1. ACTION ITEM – Review Architectural forms. Done. Board suggested adding a notice to each form that applicant must submit an application and receive approval before starting construction.

2. ACTION ITEM – Report of Eric's discussion with the county re: Filing review forms. No report.

3. ACTION ITEM – Send letter re: approval of **road on Tract 53-D (SG)/Henry Follman**. Done. Follman responded to letter by talking to Bruce. David to ask Bruce to talk to Follman about road being too steep (Driveway Standards/Table 4, pg. 7). Robert & Bruce to meet w/Follman to advise on what can be done.

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Approved: 10 7 02
Amended: 09 24 02- final

4. ACTION ITEM – Find missing papers and send Approval Notice re. double-wide on Tract 32-B (NG) Dubiel. Owner to forward a copy of his application to Denise.

5. ACTION ITEM – Send Approval Notice for Subdivision of Parcel 48 (NG), Green. Done

6. ACTION ITEM – Send Approval Notice for Tract 38 (NG), Gough. Done.

7. ACTION ITEM – Send Approval Notice for Parcel 79 (SG), Spallone. Done.

8. ACTION ITEM – Send Approval Notice for Parcel 59 (SG), Johnston. Done.

9. ACTION ITEM - Inform John Wade of Board decision re. Parcel 90 (SG). Done.

10. ACTION ITEM – Call Raven re. setbacks on Tract 53-D (SG) on application. No report and no applications received. Send disapproval notice. Check w/Bruce.

11. ACTION ITEM – Report on new Entrance signs. No report. Charlotte & Ian to research and propose content and design of sign and submit to Board.

12. ACTION ITEM – **Carl Anderson/Letter from his attorney, Robert Jovick** (see attached) David reported that GLA received a letter from Carl's attorney that claimed GLA singled out Anderson and that our requests for sight distance were inconsistent with other driveways in the area, etc. Using a map David reviewed site distances of Carl's driveway and a number of other roads and driveways in the area. David to write a letter to Carl's attorney stating GLA will reduce site distance equal to the sight distance based on curvature of road and it will recommend removal of 2 or 3 trees and removing limbs of other trees to gain the required sight distance.

13. **IanScott/10-C (NG) Small Cabin** Added to agenda (See attached email, dated 7/7/02)
The Board discussed Ian's cabin proposal.
MOTION: Robert motioned and Walter seconded to accept Ian Scott's proposal to build a small cabin on his 10-C (NG) property and to waive the sanitation bond. Motion carried.
ACTION ITEM: Arch Subcommittee: Contact Ian re approval.

4.3 Road Committee: Bruce Ganje/Eric Newhouse, Co-Chair

1. ACTION ITEM – Order road signs. Denise passed out a list of potential signs to be ordered for N & S Glastonbury w/price estimated. Denise to research sign post expense. Budget for signs & posts needs to be determined and approved at a future date.

2. ACTION ITEM – Replacing Stop sign at GAV w/Yield Sign. Replacing Yield sign w/Stop sign in N. Glastonbury at bottom of Sirius Road. Not completed. Ian to ask Dan Blocker to put them up.

File: MtgMins 09 09 02 Final.doc
Approved: 10 7 02
Amended: 09 24 02- final

Cynthia to also ask Dan to trim out sapsucker branches on corner of bottom of Sirius.

3. ACTION ITEM – Intersection of Sirius and Story roads.

4. ACTION ITEM- David to get mower. David got 4 ft. wide mower and has started to mowing edges of road—but delayed due to problems w/mower. Plans to mow all of roads, including soccer field, next week.

4.4 Complaint Committee: Charlotte Mizzi, Chair

1. ACTION ITEM – **Everett Johnston complaint letters/emails re: Parcel 60**
The Board reviewed a letter that David proposed be sent to Everett Johnston in response to Johnston's August 21, 2002 letter. David and Orlando Johnson (who has power of attorney for owners of Parcel 60) reviewed clean-up already accomplished. Orlando reviewed that certain actions of John Waid leaving a snowplow on Parcel 60 & John Fanuzzi dumping and burning a home on Parcel 60 have contributed to clean-up problem. GLA suggested that Orlando contact Fanuzzi and ask him to clean up the left over debris.
MOTION: Charlotte motioned and Cynthia seconded that David's proposed letter to Everett Johnston with amendment to include history of clean-up to date, be sent to E. Johnston in response to his August 21st letter and cc to Alexander Oudendijk (Parcel 60 owner), Orlando Johnson and Phil and Carol Hanifan. Motion passed.

2. COMPLAINT: **Phil and Carol Hanifan (Owners of Parcel 61, SG) 8/27/02 Complaint Letter Re: Eyesores on Parcel 60 and other nearby properties.** Board discussed Hanifan's letter.
MOTION: Robert motioned and Cynthia seconded that Charlotte send a response to the Hanifans and enclose a copy of the letter David will send to E. Johnston in response to his Aug. 21, 2002 letter re: Parcel 60. Letter should include that Hanifans need to a) send GLA a detailed list of eyesore materials that they can see on Parcel 60 and b) contact the other neighbors and list complaints about eyesores on their properties as well. Denise to draft letter. Motion carried

3. ACTION ITEM: **Brettschneider Complaint Re: Parcel 81, SG/Donald Hansard.** Two letters have been written to D. Hansard; the second letter gave 10 day notice asking for written response. GLA has received no response as of this date.
MOTION: Philip motioned and Charlotte seconded that we turn the Hansard issue over to our attorney, Joseph Swindlehurst, to file injunctive relief. We should instruct our attorney to file after October 6 (when Mercury is no longer retrograde). Notify Hansard of our action. Motion carried.

4. ACTION ITEM – **Complaint Re: Kathleen Ulrich/Woodriff/Parcel 32, NG**
David reported that Kathleen has put up three 10x20 ft. tents, filled them with a lot of stuff and there is still stuff around the property. Charlotte has written letters and has personally visited Kathleen about this matter. Eric reported that he has visited and talked to Kathleen about submitting building plans

recently and over the years. Nothing has been done with the building and no building plans have been submitted to GLA. Board has concerns about workmanship, roof trusses that are bent/uneven, house

sitting on top of adobe brick structure, questionable floor structure & bearings, unfinished building. MOTION: Philip motioned and Charlotte seconded to hand over the Kathleen Woodriff issue to our attorney, Joseph Swindlehurst, to file injunctive relief concerning 1) the eyesores around Kathleen's home and 2) the structure of her home. We need to provide attorney w/ Covenant references that empower the Board to act on these issues plus a chronological history of complaints against Kathleen. We should instruct our attorney to file after October 6 (when Mercury goes retrograde). Motion carried.

5. ACTION ITEM – Charlotte to respond to **Nicola Woywitka 8/4/02 Complaint Letter Re: Knapweed on Private Property**. Charlotte didn't have copy of letter. Denise to forward a copy to her to handle.

6. ACTION ITEM - **Kathleen Rakela-8/23/02 Complaint Letter Re: Weeds**
Walter to handle response to Kathleen. Letter to include that GLA has contracted people to spray weeds on sides of roads and we have weed control programs & incentives, including Park County's incentive to control weeds in North Glastonbury.

7. ACTION ITEM – Note to people living in travel trailer on Tract 53-E (SG). Problem resolved. Home being built.

8. ACTION ITEM – **Parcel 56 NG Statue Complaint**. No "formal" complaint has been submitted yet.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. /Eric Newhouse, Co-Chair. No report

ACTION ITEM – David report on mineral rights. No report.

4.6 Recreation Committee: Eric Newhouse, Chair
ACTION ITEM – Present plan for recreation land. Not discussed.

4.7 Web Site Committee: George Makris, Chair. David reminded everyone that website is up. Website name is: GLA-MT.ORG Acrobat Reader is required to read website. Website needs link to download Acrobat Reader. Discussed putting meeting minutes on website and potential problems.

4.8 Weed Committee: Philip Hoag.
Cynthia reported that Nicola Woywitka has received information from the County about knapweed and thinks GLA should send this information yearly to Glastonbury landowners to keep them informed. David reported that Philip reviews the weed situation at each GLA Annual Meeting. Philip suggested

that representatives from N & S Glastonbury identify names of property owners that have weeds and turn names over to GLA. Then GLA could turn names into the County weed control people. County will then notify owners to comply w/weed regulations.

4.9 Ombudsman Report: Regina Wunsch (SG) Richard Johnson (NG) No report.

5. Other Business

Election Committee: David reported that we have sent out a letter re: November GLA Board elections. (See attached) We need a Board member who is not on a committee and won't be running in November) to be chairman of Election Committee. Chairman solicits people to help him/her call around looking for candidates and also helps supervise elections/ballots at annual meeting. Secretary (Denise) handles all mailings and paperwork, etc.

6. Next Meeting and Adjournment

The meeting was adjourned at 9:45 p.m. with no further business. The next meeting will be held October 7, 2002 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS

TR90902.2 Denise to work w/Cynthia on liens: research, preparing lists, writing letters and filing.

AR90902.1 Dan to add to top of architectural application form that landowner's are required to complete application form and receive GLA approval before construction.

AR90902.3 David to ask Bruce to talk to Follman about road being too steep (Driveway Standards--Table 4, page 7). Robert and Bruce to meet w/Follman to advise him as to what can be done.

AR90902.11 Charlotte & Ian to research and propose content and design of sign and submit to Board.

AR90902.12 David to respond to letter from Carl Anderson's attorney, Robert Jovick.

RD90902.1 Denise to research cost of sign posts & poles and submit to Board.

RD90902.2 Ian to contact Dan Blocker to replacing Stop sign at GAV w/Yield Sign & replacing Yield sign w/Stop sign in N. Glastonbury at bottom of Sirius Road.

RD90902.3 Cynthia to ask Dan Blocker to trim sapsucker branches-corner of Sirius & Story roads.

RD90902.4 David to mow roads, including soccer field.

File: MtgMins 09 09 02 Final.doc
Approved: 10 7 02
Amended: 09 24 02- final

CP90902.1 Denise to send letter to Everett Johnston in response to Everett's August 21st letter & cc to Alexander Oudendijk (Parcel 60 owner), Orlando Johnson and Phil and Carol Hanifan. Done.

CP90902.2 Denise to draft letter to the Hannifans (from Charlotte) with enclosure of a copy of the letter David's letter to Everett. Johnston.

CP90902 After clean-up of Parcel 60 shelter site is completed--send follow up letter to E. Johnston. stating that GLA feels that exemplary efforts have been made to clean up Parcel 60 shelter, etc.

CP90902 Denise & Charlotte to review complaint procedures & submit to Board for posting on our website.

CP90902 To complete GLA records on Parcel 60 complaint, Charlotte to write Orlando Johnson asking him to confirm *in writing* that since his phone conversation from a GLA board member in early June, he is in the process of cleaning up Parcel 60 and date he plans to have it completed.

CP00902.3 Give our attorney information on Brettschneider complaint re: Hansard/Parcel 81 (SG) issue to file injunctive relief.

CP90902.4 Denise to prepare chronological history of Kathleen Ulrich/Woodriff property eyesore & construction application noncompliance. Send information to our attorney to file injunctive relief. Notify Kathleen of this action.

CP90902.5 Charlotte to write to Nicola Woywitka in response to her 8/4/02 letter re napweeds on private land.

CP90902.6 Walter to draft letter to Kathleen Rakela re: her weed complaint and e-mail draft to Board for input before sending it to her.

File: MtgMins 09 09 02 Final.doc
Approved: 10 7 02
Amended: 09 24 02- final

2002-09-09_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

September 9, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - August 5, 2002

3. **General Business**
   3.1 **Changes to Covenants**

4. **Report of Officers and Committees.**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
   ACTION ITEM – Review Architectural forms
   ACTION ITEM – Report of Eric's discussion with the county re: Filing review forms
   ACTION ITEM – Send letter re: approval of road on Tract 53-D (SG)
   ACTION ITEM – Find missing papers and send Approval Notice re. double wide on Tract 32-B (NG) Dubiel
   ACTION ITEM – Send Approval Notice for Subdivision of Parcel 48 (NG), Green
   ACTION ITEM – Send Approval Notice for Tract 38 (NG), Gough
   ACTION ITEM – Send Approval Notice for Parcel 79 (SG), Spallone
   ACTION ITEM – Send Approval Notice for Parcel 59 (SG), Johnston
   ACTION ITEM - Informed John Wade of boards decision re. Parcel 90 (SG)
   ACTION ITEM – Call Raven re. setbacks on Tract 53-D (SG) on application
   ACTION ITEM – Report on new Entrance signs

   4.3 **Road Committee** – Bruce Ganje & Ian Scott– Co-chair
   ACTION ITEM – Order road signs
   ACTION ITEM – Replacing stop sign at GAV
   ACTION ITEM – Intersection of Sirius and Story Rd

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
   ACTION ITEM – Charlotte sent letter to Woywitka
   ACTION ITEM – Everett Johnston complaint letters/emails
   ACTION ITEM – Carl Anderson letter
   ACTION ITEM – Kathleen Woodriff inspection
   ACTION ITEM – Note to people living in travel trailer on Tract 53-E (SG)
   ACTION ITEM – Parcel 56 NG Statue Complaint

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
   ACTION ITEM – David report on mineral rights

   4.6 **Recreation Committee** - Eric Newhouse, Co-Chair
   ACTION ITEM – Present plan for recreation land

   4.7 Ombudsman Report - Regina Wunsch (SG) & Richard Johnson (NG)

5. **Other Business**
   5.1 **Web Site**

6. **Next Meeting and Adjournment**

File: MtgAgenda 09 09 02.doc

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of September 9, 2002

	Sep 9, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,772.55
1st National Bank Savings	29,557.15
Total Checking/Savings	32,329.70
Accounts Receivable	
Accounts Receivable	79,801.69
Total Accounts Receivable	79,801.69
Total Current Assets	112,131.39
TOTAL ASSETS	**112,131.39**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	77,055.17
Net Income	23,349.70
Total Equity	112,131.39
TOTAL LIABILITIES & EQUITY	**112,131.39**

September 9, 2002

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 2002
January through September 9th 2002

	Jan 1 - Sep 9, 02
Income	
Assessment Prior to 1998 Paid	220.00
Bond Account	1,250.00
Finance Charges	152.84
Interest CUT Pavement Loan	1,886.48
Interest Income	342.78
Land & Dwelling Assessment	
Dwelling Assessment 1998	110.50
Dwelling Assessment 1999	347.47
Dwelling Assessment 2000	256.67
Dwelling Assessment 2001	1,412.63
Dwelling Assessment 2002	13,738.61
Golden Age Village Assessment	2,940.00
Land Assessment 1998	230.50
Land Assessment 1999	447.48
Land Assessment 2000	382.68
Land Assessment 2001	1,926.18
Land Assessment 2002	23,798.45
Total Land & Dwelling Assessment	45,591.17
Late Fee/Finance Charge	864.22
Misc Income	-29.54
Story Road Project	-240.00
Upgrade Fee	-40.00
Total Income	49,997.95
Expense	
Banking Fees	
Service Charge	12.50
Total Banking Fees	12.50
General Repairs & Maintenance	
Clean-up Day	743.49
Snow Fences	192.50
Weed Control	818.75
Total General Repairs & Maintenance	1,754.74
Insurance/Liability	5,247.73
License & Taxes	30.00
Materials	38.28
Office Expense	
Copying & Mailing	342.70
Miscellaneous	12.94
Stamps & Postage	81.64
Office Expense - Other	167.86
Total Office Expense	605.14
Petty Cash	200.00
Postage	118.38
Professional Fees	
Accountant	85.00
Bookkeeper	2,006.48
Legal Council/Service	1,126.19
Secretarial	2,598.28
Web Site	168.00
Total Professional Fees	5,983.95
Road Repairs & Maintenance	
Grading & Graveling	7,807.50
Loan Payment	22,668.96
Road Signs	92.65
Snow Plowing	2,240.00
Road Repairs & Maintenance - Other	3,788.52
Total Road Repairs & Maintenance	36,597.63

Clare Parker Bookkeeping Services 406-333-4614

	Jan 1 - Sep 9, 02
Water Reservoir	4,367.28
Total Expense	54,955.63
Net Income	-4,957.68

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget Overview
January 1 through September 9, 2002

	Jan 02	Feb 02	Mar 02	Apr 02	May 02	Jun 02
Income						
Donation		0.00	0.00	0.00	0.00	0.00
Finance Charges	25.00	25.00	25.00	25.00	25.00	25.00
Interest CUT Pavement Loan	0.00	641.31	0.00	0.00	615.19	0.00
Interest Income	216.66	216.66	216.66	216.66	216.66	216.66
Land & Dwelling Assessment						
Dwelling Assessment 2002	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00	2,565.00
Land Assessment 2002	2,121.66	2,121.66	2,121.66	2,121.66	2,121.66	2,121.66
Total Land & Dwelling Assessment	4,686.66	4,686.66	4,686.66	4,686.66	4,686.66	4,686.66
Late Fee/Finance Charge	125.00	125.00	125.00	125.00	125.00	125.00
Total Income	5,053.32	5,694.63	5,053.32	5,053.32	5,668.51	5,053.32
Expense						
Emergency Fund		0.00	0.00	0.00	0.00	0.00
General Repairs & Maintenance						
Equipment Repairs	4.16	4.16	4.16	4.16	4.16	4.16
Snow Fences	37.50	37.50	37.50	37.50	37.50	37.50
Weed Control	225.00	225.00	225.00	225.00	225.00	225.00
Total General Repairs & Maintenance	266.66	266.66	266.66	266.66	266.66	266.66
Gifts/Appreciation	16.66	16.66	16.66	16.66	16.66	16.66
Insurance/Liability	387.50	387.50	387.50	387.50	387.50	387.50
Office Expense						
Copying & Mailing	91.66	91.66	91.66	91.66	91.66	91.66
Miscellaneous	4.16	4.16	4.16	4.16	4.16	4.16
Supplies	16.66	16.66	16.66	16.66	16.66	16.66
Total Office Expense	112.48	112.48	112.48	112.48	112.48	112.48
Professional Fees						
Accountant	25.00	25.00	25.00	25.00	25.00	25.00
Bookkeeper	100.00	100.00	100.00	100.00	100.00	100.00
Legal Council/Service	58.33	58.33	58.33	58.33	58.33	58.33
Secretarial	766.66	766.66	766.66	766.66	766.66	766.66
Total Professional Fees	949.99	949.99	949.99	949.99	949.99	949.99
Projects						
Snow Plow/Sander Truck		0.00	0.00	0.00	0.00	0.00
Total Projects		0.00	0.00	0.00	0.00	0.00
Rental	25.00	25.00	25.00	25.00	25.00	25.00

GLA 01231

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget Overview
January 1 through September 9, 2002

	Jan 02	Feb 02	Mar 02	Apr 02	May 02	Jun 02
Road Repairs & Maintenance						
Grading & Graveling	666.66	666.66	666.66	666.66	666.66	666.66
Loan Payment	0.00	6,941.13	0.00	0.00	6,941.13	0.00
Sanding	41.66	41.66	41.66	41.66	41.66	41.66
Snow Plowing	250.00	250.00	250.00	250.00	250.00	250.00
Total Road Repairs & Maintenance	958.32	7,899.45	958.32	958.32	7,899.45	958.32
Taxes						
Income Tax	4.16	4.16	4.16	4.16	4.16	4.16
Real Estate	8.33	8.33	8.33	8.33	8.33	8.33
Total Taxes	12.49	12.49	12.49	12.49	12.49	12.49
Total Expense	2,729.10	9,670.23	2,729.10	2,729.10	9,670.23	2,729.10
Net Income	**2,324.22**	**-3,975.60**	**2,324.22**	**2,324.22**	**-4,001.72**	**2,324.22**

GLA 01232

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget Overview
January 1 through September 9, 2002

	Jul 02	Aug 02	Sep 1 - 9, 02	TOTAL Jan 1 - Sep 9, 02
Income				
Donation	0.00	0.00	0.00	0.00
Finance Charges	25.00	25.00	7.50	207.50
Interest CUT Pavement Loan	0.00	615.19	0.00	1,871.69
Interest Income	216.66	216.66	65.00	1,798.28
Land & Dwelling Assessment				
Dwelling Assessment 2002	2,565.00	2,565.00	769.50	21,289.50
Land Assessment 2002	2,121.66	2,121.66	636.50	17,609.78
Total Land & Dwelling Assessment	4,686.66	4,686.66	1,406.00	38,899.28
Late Fee/Finance Charge	125.00	125.00	37.50	1,037.50
Total Income	5,053.32	5,668.51	1,516.00	43,814.25
Expense				
Emergency Fund	0.00	0.00	0.00	0.00
General Repairs & Maintenance				
Equipment Repairs	4.16	4.16	1.25	34.53
Snow Fences	37.50	37.50	11.25	311.25
Weed Control	225.00	225.00	67.50	1,867.50
Total General Repairs & Maintenance	266.66	266.66	80.00	2,213.28
Gifts/Appreciation	16.66	16.66	5.00	138.28
Insurance/Liability	387.50	387.50	116.25	3,216.25
Office Expense				
Copying & Mailing	91.66	91.66	27.50	760.78
Miscellaneous	4.16	4.16	1.25	34.53
Supplies	16.66	16.66	5.00	138.28
Total Office Expense	112.48	112.48	33.75	933.59
Professional Fees				
Accountant	25.00	25.00	7.50	207.50
Bookkeeper	100.00	100.00	30.00	830.00
Legal Council/Service	58.33	58.33	17.50	484.14
Secretarial	766.66	766.66	230.00	6,363.28
Total Professional Fees	949.99	949.99	285.00	7,884.92
Projects				
Snow Plow/Sander Truck	0.00	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00	0.00
Rental	25.00	25.00	7.50	207.50

GLA 01233

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Profit & Loss Budget Overview
January 1 through September 9, 2002

	Jul 02	Aug 02	Sep 1 - 9, 02	TOTAL Jan 1 - Sep 9, 02
Road Repairs & Maintenance				
Grading & Graveling	666.66	666.66	200.00	5,533.28
Loan Payment	0.00	6,941.13	0.00	20,823.39
Sanding	41.66	41.66	12.50	345.78
Snow Plowing	250.00	250.00	75.00	2,075.00
Total Road Repairs & Maintenance	958.32	7,899.45	287.50	28,777.45
Taxes				
Income Tax	4.16	4.16	1.25	34.53
Real Estate	8.33	8.33	2.50	69.14
Total Taxes	12.49	12.49	3.75	103.67
Total Expense	2,729.10	9,670.23	818.75	43,474.94
Net Income	**2,324.22**	**-4,001.72**	**697.25**	**339.31**

GLA 01234

Glastonbury Landowners Association, Inc.
P.O. Box 312, Emigrant, MT 59027

September 3, 2002

Dear Friends and Neighbors, Glastonbury Landowners,

Greetings from the heart of Paradise Valley!

As our beautiful Montana summer begins to fade, the Glastonbury Landowners Association (GLA) is planning the sixth Annual Glastonbury Landowners Meeting and election of Board of Directors and Ombudsmen. Our meeting and election will be held at Emigrant Hall on Saturday, November 16, 2002 from 10:00 a.m. to 1:00 p.m.

This letter is notification that the period for filing of candidates is open until October 5, 2002. Members (Glastonbury landowners) may nominate themselves and/or other Members to serve on the Board or as an Ombudsman.

In considering yourself or another as a potential candidate, you will want to take into account important factors such as the ability to attend monthly meetings in person and eligibility--as explained on the enclosed Nomination Form. Please review these factors with individuals you would like to nominate, and ask if they are willing to run for election before sending in your nomination.

To give candidates an opportunity to communicate their qualifications to Members, we ask each one to mail to the Nomination Committee (at the above address) a paragraph that gives a brief description of his/her eligibility, qualifications and interest in serving on the Board. This information can be written on the back of the enclosed nomination form. Please remember to ask potential candidates to mail in this information as well. Prior to the November elections, the biographies of candidates will be included in another mailing that will notify Members of our Annual Meeting and provide mail-in ballots.

If there has been any change in the ownership of your property, we would appreciate your contacting us at the above address to inform us about the transfer of ownership, including the name, address and telephone number of the new owner. This will assist us in keeping our records up-to-date and insure that every Member is notified about our November 16 meeting and future announcements.

Thank you for your continuing support of the Glastonbury Landowners Association.

Sincerely yours,

Denise M. Orr
Secretary to the GLA Board

Enclosure

NOMINATION FORM FOR BOARD OF DIRECTORS OF THE GLASTONBURY LANDOWNERS ASSOCIATION 2002

The Bylaws of the Glastonbury Landowners Association, Inc., Article VI, Subsection C, state in part: "NOMINATION OF DIRECTORS. Prior to each annual meeting, the Board shall prescribe the opening date and closing date of a reasonable filing period in which every Member in good standing* who has a bone fide interest in serving as a Director may file as a candidate for any position to be filled by votes of the Membership Interests. The closing date shall allow time for the ballots to be mailed with the notice of the Annual Meeting to the Members. The Board shall also establish such other Rules as it deems appropriate to conduct the nomination of Directors in a fair, efficient and cost-effective manner... Nominations shall also be permitted from the floor at the Annual Meeting. All candidates shall have a reasonable opportunity to communicate their qualifications to the Members and to solicit votes."

Article X, Subsection C of the Bylaws states in part: "NOMINATION OF OMBUDSMAN. Concurrent with the opening date and the closing date of the filing period for election to the Board of Directors any Member in good standing may file as a candidate for the Ombudsman position. Candidates for the Ombudsman position in Glastonbury North must reside in Glastonbury North and candidates for the Ombudsman position in Glastonbury South must reside in Glastonbury South at the time of their election..."

*A Member in good standing is one who is current in the payment of assessments and is not in violation of the Covenants.

This year, South Glastonbury landowners will be electing three new Directors for two-year terms. North Glastonbury landowners will also be electing three new Directors for two-year terms plus one new Director for a one-year term--to complete Jon Olsen's term. (Jon recently moved out of state and served 1 year of his 2-year term.) Each Glastonbury will also elect 1 Ombudsman for a 1-year term.

You may nominate candidates from North or South Glastonbury, even though at election time you may vote only for the candidates from the Community in which you own land.

The following Directors are currently serving two-year terms and are not eligible for Nomination: David Tonkin, Dan Kehoe, Jr. and Cynthia Dodge-Blocker (South Glastonbury) and Robert Wallace and Charlotte Mizzi (North Glastonbury).

Those Directors completing terms of office and, therefore, are eligible for nomination: Walter Wunsch, Bruce Ganje and George Makris (South Glastonbury) and Philip Hoag, Eric Newhouse and Ian Scott (North Glastonbury).

Please use the reverse side of this form for writing the paragraph stating your qualifications to serve as a Director or Ombudsman.

Name of Nominee	Address	Phone	Lot No.	N or S
(Director)				
(Ombudsman)				

Please mail or fax your Nomination forms so that they are received no later than October 5, 2002.

MAIL: **Nominating Committee**
Glastonbury Landowners Association, Inc.
P.O. Box 312
Emigrant, MT 59027
FAX: **406-333-9553**

David said this should be reviewed & voted on at next mtg since not enough e-mail votes came in (8/5)

Denise Orr

From: Ian Scott [scotsman@mcn.net]
Sent: Friday, June 07, 2002 12:22 AM
To: CDTonkin@aol.com; Dancynv7@aol.com; MBGANJE@aol.com; yrpub@wtp.net; DanKehoe2@aol.com; makris@goldenhelix.com; Charlotte Mizzi; enewhouse@mcn.net; vondir@prodigy.net; Mary Wallace; wunsch@mcn.net
Subject: small cabin approval

No time

Log cabin Sauna.jpg (25 KB)

To the board,

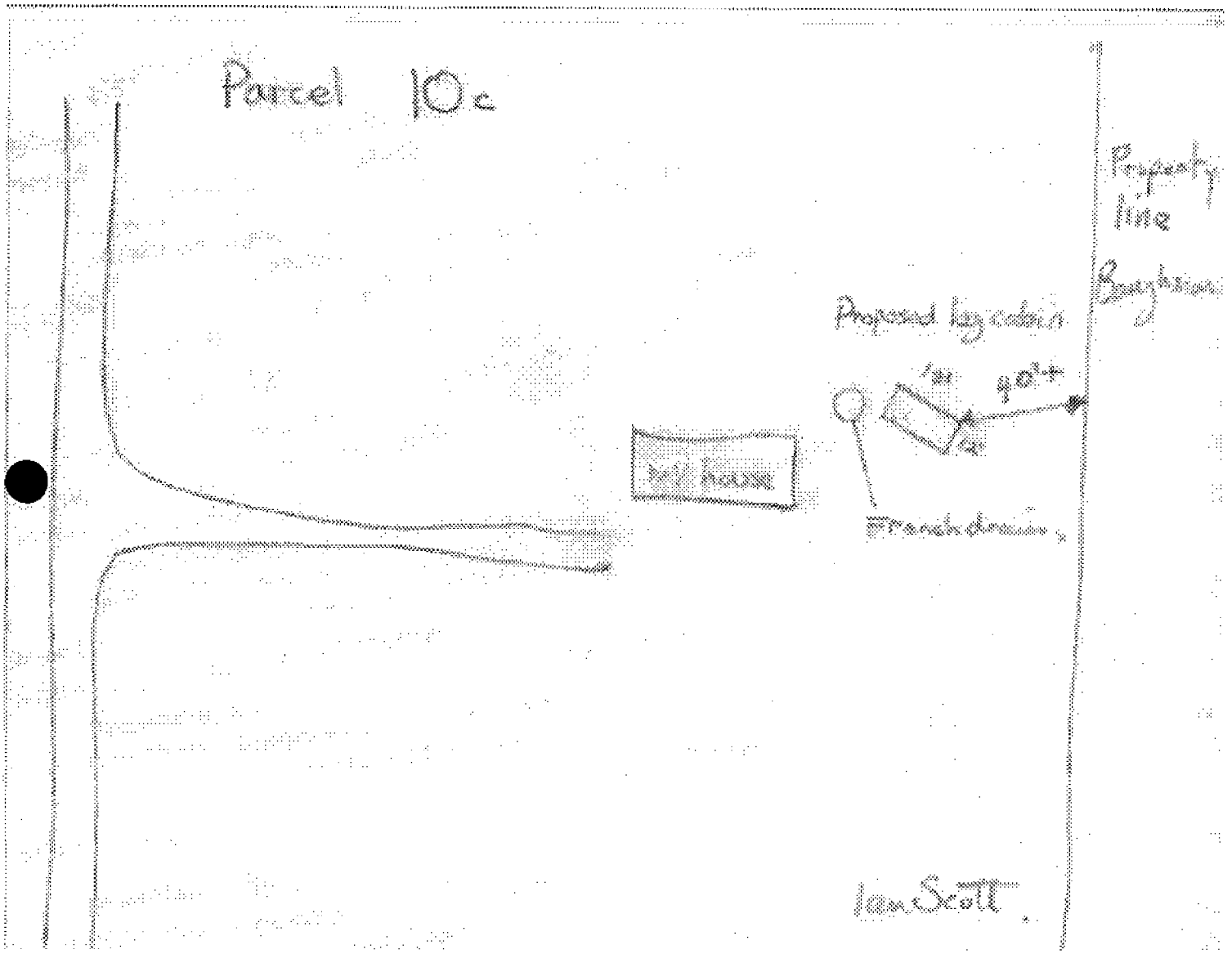
I would like a vote via email to approve a small cabin I am building on my land. It will be used as a sauna and spare room. Attached is a rough hand drawing. The cabin is visible from nowhere, and is at least 40' from the nearest property line. I intend to dig a large hole, fill it with gravel and a 50gallon drum, (maybe I could it from parcel 60) to use as a french drain. Please send any comments and a Yeah or Nay.

Thank you

Ian

(1) (2)

Motion Robert & Walter accept. Bond waived


Parcel 10c
Property line
Proposed log cabin
90'+
Ian Scott.

Denise Orr

From: <CDTonkin@aol.com>
To: <denisemorr@msn.com>
Sent: Monday, August 05, 2002 3:57 PM
Subject: Re: Attachments and Question

There was not enough votes. We should do it tonight.

Denise Orr

From: DanKehoe2@aol.com
Sent: Sunday, June 09, 2002 9:37 PM
To: scotsman@mcn.net; CDTonkin@aol.com; Dancynv7@aol.com; MBGANJE@aol.com; yrpub@wtp.net; makris@goldenhelix.com; Charlotte Mizzi; enewhouse@mcn.net; vondir@prodigy.net; Mary Wallace; wunsch@mcn.net
Subject: Re: small cabin approval

Ian's cabin looks OK to me also.
Daniel

Denise Orr

From: George C. Makris [makris@goldenhelix.com]
Sent: Monday, June 10, 2002 8:43 AM
To: DanKehoe2@aol.com; scotsman@mcn.net; CDTonkin@aol.com; Dancynv7@aol.com; MBGANJE@aol.com; yrpub@wtp.net; Charlotte Mizzi; enewhouse@mcn.net; vondir@prodigy.net; Mary Wallace; wunsch@mcn.net
Subject: RE: small cabin approval

Same.

George

Ian's cabin looks OK to me also.
Daniel

Denise Orr

From: MBGANJE@aol.com
Sent: Sunday, June 09, 2002 2:50 PM
To: DanKehoe2@aol.com; CDTonkin@aol.com; Dancynv7@aol.com; yrpub@wtp.net; makris@goldenhelix.com; Charlotte Mizzi; enewhouse@mcn.net; vondir@prodigy.net; scotsman@mcn.net; Mary Wallace; wunsch@mcn.net
Subject: Ian Scott Cabin

OK by me

9/SEPT/2002

I give my proxy to Daniel Kehue.

2002-10-07_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 7, 2002

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Ian gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Bruce Ganje, Charlotte Mizzi, Eric Newhouse, Ian Scott
ABSENT: Daniel Kehoe, Jr., George Makris, Walter Wunsch
PROXIES: Walter Wunsch to Cynthia Blocker
ALSO ATTENDING: Regina Wunsch (Ombudsman), Denise Orr (GLA secretary), Clare Parker (Accountant), Gary and Nancy Olsen (3938 US Hwy 89 S)

2. Reading and Disposition of the Minutes General Business

September 9, 2002 Meeting Minutes
MOTION: Charlotte moved and Cynthia seconded to approve the September 9, 2002 meeting minutes as amended. Motion carried.

3. General Business

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Transactions to Date-September in Check Book 2002."
Claire passed out "Balance Sheet as of 10/7/02" & "Income & Expense Budge Overview" January 1 through October 7, 2002."

Board questioned why budget amounts were odd amounts instead of even amounts.

ACTION ITEM – Liens. Cynthia passed out list of 19 liens filed 10/07/02 on landowners with delinquent assessments of $1,000 or more. Also passed out 2 form letters (attached). The first was sent to the 19 landowners who had liens filed on their property and the second will be sent to those w/delinquent assessments under $1,000.
Letter #1-- Notification that a lien has been filed and a 10% discount offered if paid within 10 days. Board reviewed letter and compared it to the 9/9/02 Board motion giving people in this category 30 days to respond and 2 months to pay.
MOTION: Philip motioned and Robert seconded to change the terms of Letter #1 as voted on in 9/9/02 meeting as follows: Cynthia has the authority to extend the 10 day 10% discount period that ends on 10/18/02 to 11/16/02 midnight. This means that Cynthia can offer this extension to anyone who received Letter #1 (10/07/02), and contacts her about their delinquent assessment dues. Motion carried.
Letter #2--To be sent to those with delinquent assessments from $240 to $999.00. Includes warning that lien will be filed if GLA doesn't receive payment of assessments in arrears.
MOTION: Eric motioned and Robert seconded to change Letter #2 to read that a) people can pay their assessments within 30 days and, b) if someone contacts Cynthia within that 30 days and needs more time to pay, Cynthia has the authority to extend to them an additional 30 days. Motion carried.

File: MtgMins 10 07 02 Final.doc
Draft(s): 10/09/02; 10/11/02; 10/25/02-FINAL
Amended:

4.2 Architecture Subcommittee: Robert Wallace/Bruce Ganje, Co-Chair
ACTION ITEM – Finalize Architectural forms. No report.

ACTION ITEM – Road on Tract 53-D (SG) / Henry & Joan Follman. Meeting with Follman has not taken place although phone discussions have taken place. Board discussed history of problems with Follman's driveway application and actions to be taken.

ACTION ITEM – Tract 32-B Construction (NG) / Dubiel. Find missing papers and send Approval Notice. Application has been requested, but not received.

ACTION ITEM – Tract 53-A (NG), Catherine Raven. Send Disapproval Notice for home construction. Not sent.

ACTION ITEM – Report on new Entrance signs. Tabled.

ACTION ITEM – Report on cost of signs. Tabled.

ACTION ITEM – Parcel 69 (SG) / Carl Anderson. Respond to letter from Carl Anderson's attorney Robert Jovick. Philip reported that he wrote to Robert Jovick informing him that GLA would review letter at 10/7/02 meeting and response would be sent by 10/10/02. David read a draft of proposed letter of response to Jovick. Board approved draft should be sent with the following additions: 1) GLA appreciates that Mr. Anderson brought up the issue that there are other driveways in violation of safety standards 2) GLA Board wants to make sure that all driveways are safe. 3) In next 30 days similar letters as sent to Mr. Anderson will be sent to owners of lots who have similar violations with their driveways.

Lot 53-D (SG) / Henry & Joan Follman Building Application
Board reviewed Follman's cabin application, including driveway problems and disapproved his application. Bruce reported that Harold Marshington, who built the road, told Bruce that he agreed that the road was pretty steep and that the Follman's knew this as well. In the application, Follman indicated he had paid the $250 Sanitary Bond that GLA has no record of receiving.

Lot 35-D (SG) / Joe and Lorraine Swift Building Letter
A letter asking for approval of Greenhouse (to be attached to the back of their existing residence of 8 ft. x 35 ft.) was presented to the board.
MOTION: Philip motioned and Eric seconded to approve construction of greenhouse on Lot 35-D (SG)/Joe and Lorraine Swift. Motion carried.

Parcel 46 (NG) / Robert Jensen: Building Application
MOTION: Eric motioned and Philip seconded to give preliminary approval to Robert Jensen/Parcel 46, (NG) application for construction of 2-car garage and workshop providing it is a minimum of 55 ft.

File: MtgMins 10 07 02 Final.doc
Draft(s); 10/09/02; 10/11/02; 10/25/02-FINAL
Amended:

feet from the centerline of Aquarius Dr and 25 ft. from all other property lines. Motion carried.

Tract 36 & 40 (SG) / Robert Wallace: Final Approval of Minor Subdivision Application.
Robert stated the subdivision was approved by the State.
MOTION: Philip moved and Eric seconded final approval of Parcel 36 & 40 (SG)/Robert Wallace minor subdivision. Motion carried.

Robert requested (on application form) to pay only one land assessment fee on his undeveloped tracts until they sell—similar to what was granted to William Smith previously this year. Need clarification as to whether this was made a policy or was a waiver to an individual.

Parcel 36-E (SG) / Robert Wallace: Building Application
$250 bond submitted. Robert will send copy of maps to Denise.
MOTION: Philip moved and Ian seconded to approve house construction on Parcel 36-E (SG)/Robert Wallace. Motion carried.

Tract 5-C (NG) / Valerie O'Connell
Philip & Ian reported that Valerie O'Connell is planning to install a mobile home without project approval. An architectural application was given to her. Ian reported a well has been dug and that he thinks O'Connell believes her plans have been approved. Board discussed whether her mobile home meets GLA mobile home standards.
David read excerpts re: mobile home standards from Covenants, Draft Master Plan and Community Standards. Philip reported Valerie told him she planned to have her mobile home for a couple of years while she built house. Board discussed ways they could grant Valerie a variance.
MOTION: Philip motioned and Bruce seconded to revise and adopt mobile home standards as listed under Mobile Home Standards in "Community Standards 2-10-2002 Draft" to include that mobile home should: 1) be no older than 10 years old, 2) be a minimum width of 24 feet, 3) have pitch shingled roof 4) have wood siding or simulated wood siding 5) have a foundation that includes stripped footing and 6) is recessed into the ground. Up-to-date Standards should always be included with Covenants when distributed. Motion carried.

4.3 Road Committee: Bruce Ganje/Eric Newhouse, Co-Chair

ACTION ITEM – Report on cost of road signs. Tabled.

ACTION ITEM – Replacing stop sign at GAV and at intersection of Sirius and Story Road.
Short discussion re: problem of removing the "Stop" sign on Helios Way as one is leaving GAV (a private road) onto Sirius Dr (a platted GLA road) and replace it with "Yield" sign. Philip proposed that the two "Yield" signs (currently on Sirius Dr where Helios Way "T's" into Sirius) should be replaced with "15 miles an hour school zone" signs and that the "Stop" signs on Helios should remain.

ACTION ITEM – Dan Blocker to trim undergrowth at Intersection of Sirius and Story Road

File: MtgMins 10 07 02 Final.doc
Draft(s); 10/09/02; 10/11/02; 10/25/02-FINAL
Amended:

Not done.

ACTION ITEM – Mow edges of roads and recreation field. Not completed.

Gary and Nancy Olsen / Arcturus Rd. (SG): Gary and Nancy attended meeting to request that their private road be snowplowed first thing weekdays mornings as Gary drives a Arrowhead School bus and has to be on road at 6:30 a.m. Eric reported that Dry Creek is a county road and the County has previously considered Dry Creek a low priority and is not been able to plow all its roads in one morning. Discussion included the suggestion to contact County Commissioners and Sarah at Arrowhead School about the problem and elevating the priority of plowing Dry Creek Rd since Gary is driving a school bus. Various suggestions were made to assist the Olsen's with their situation, including putting up snow fences and using chains. Gary also stated he may have to park his car down the road and walk to it. GLA is concerned about guaranteeing the road to Gary's home will be plowed by 6:30 a.m. when he needs to leave for work. Also, discussed snow plowing and sanding options for this winter season.

Construction of Road Above Gemini (NG): Discussed the possibility that the Church may be subdividing the land near the new road that William Smith is working on and if the subdivision is going on—the road to it - will need to be widened.

Damaged North Glastonbury Road Guardrail: Philip reported an accident occurred on Capricorn Dr at the north entrance to North Glastonbury, which badly damaged the guard rail. It will need to be repaired. Philip and the Highway Patrol investigated this matter, but the person who hit the rail hasn't been found. Philip and Dean Kimpson propose that instead of paying high fees to hire guardrail contractors from Billings that they handle the repair.

4.4 Complaint Committee -- Charlotte Mizzi, Chair

ACTION ITEM –Nicola Woywitka compliant letter of 8/4/02. Charlotte to write letter. Not completed.

ACTION ITEM – Parcel 81 (SG)/Donald Hansard. Request attorney to file for injunctive relief. Not done. Charlotte had left a second phone message for Donald over a week ago and he did not return her call. Per 9/9/02 meeting motion, send issue to our attorney.

ACTION ITEM – Parcel 32 (NG)/ Kathleen Ulrich/Woodriff. Make chronological list of complaint history and request attorney to file for injunctive relief. Not done.

ACTION ITEM – Kathleen Rakela re: noxious weeds. Walter to write letter. No report.

ACTION ITEM – Everett Johnston / Parcel 59 complaint Letters/E-Mails Re: Eyesores on Parcel 60. Done.

ACTION ITEM - Phil and Carol Hanifan / Parcel 61 (SG) complaint Letter Re: Eyesores on Parcel 60 and other nearby properties. Done.

William/Cheryl Smith Formal Complaint (10/7/02) Re: Rakela/Pittendorfer Statues. GLA received formal complaint on 10/7/02.
MOTION: Philip motioned and Charlotte seconded to send letter to Rakela/Pittendorfer that informs them that GLA Board has received a formal complaint regarding the statues and the Board has determined that the statues are eyesores. Site sections 5.05 and 10.02 in Covenant. State that we are giving notice that within 10 days the statues need to be removed or placed somewhere else on their property where they are not visible from any adjoining properties or Glastonbury platted roads and that GLA will need to hear back within 10 days from date of letter. If GLA does not hear back within 10-day period, we will have no other choice but to turn this issue over to our attorney to file for injunctive relief. Send letter certified/return receipt requested. Motion carried.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr./Eric Newhouse, Co-Chair. No report.

ACTION ITEM – David to report on mineral rights. No report.

4.6 Recreation Committee: Eric Newhouse, Chair.
ACTION ITEM – Present plan for recreation land. No report.
Eric said that he wants to get weeds mowed prior to grading for the soccer field.

4.7 Web Site Committee: George Makris, Chair. No report

4.8 Weed Committee: Philip Hoag. No report.

4.9 Ombudsman Report: Richard Johnson (NG) Regina Wunsch (SG).
Regina reported she was told about a heated argument between 2 landowners in SG (including physical threats) and that it affected others around them. She advised GLA that such arguments might be prevented if we send all the basic rules of Glastonbury to new landowners and remind all landowners of these rules. Board agreed that this action is important and would review her suggestions.

4.10 Election Committee
Charlotte Mizzi was selected to be Chair Person for Election Committee
Elections will be held at GLA Annual Meeting on Saturday, Nov. 16, 2002 at Emigrant Hall from 10 a.m. to 1 p.m. Denise reported: Philip and Walter *will be* running again; Rick Spallone, Eric Newhouse, Philip Hoag and Ian Scott have been nominated; and Eric, Ian, George and Bruce *will not be* running. Eric said he would nominate James Kozlik if James is interested.

5. Other Business
MOTION: Eric motioned and Philip seconded to approve Denise Orr as an authorized signer on

File: MtgMins 10 07 02 Final.doc
Draft(s); 10/09/02; 10/11/02; 10/25/02-FINAL
Amended:

GLA's safe deposit box. Motion carried.

6. Next Meeting and Adjournment
The meeting was adjourned at 10:10 p.m. with no further business. The next meeting will be held November 4, 2002 at Golden Ratio Woodworks, 7 p.m.

NEW ACTION ITEMS:

TR100702.1 David to research original budget amounts and contact Clare. **Done**

TR100702.2 Denise to research meeting minutes to determine names & lien status of landowners that GLA filed liens against in past years **(Done)**; research & document GLA policy re: filing liens in Feb. of each year, on delinquent assessments of over $240+ - copies to David & Cynthia **(Started)**.

TR100702.3 Denise to work w/Cynthia on next group of lien letters. **Started**

AR100702.1 Bruce to contact Follman and make apt. for Bruce, Robert, David and William Smith to meet with him to review problem points/questions re: driveway. David to call William Smith and request that he attend meeting. Bruce to ask Follman for cancelled check/proof of $250 bond payment.

AR100702.2 Robert and Denise to research if we have a driveway application that Follman said he submitted in 3/02. **Done; not found**

AR100702.3 Denise to send disapproval form to Follman. **Done**

AR100702.4 Denise to get construction application from Dubiel.

AR100702.5 Denise to send disapproval notice to Catherine Raven. **Done**

AR100702. 6 Bruce to call Catherine Raven to request she submit completed project application forms.

AR100702.7 Denise to research GLA Meeting Minutes (March 2002) re: granting approval to pay separate assessment fees on undeveloped lots in a subdivision until they sell. **Done**

AR100702.8 Add revisions on mobile home standards as adopted by Board on 10/07/02.

AR100702.9 Send Valerie O'Connell mobile home application and adopted mobile home standards, etc. Call her to advise her about GLA concerns and possible waiver.

AR100702.10 Denise to send project approval forms to the Swifts, R. Jensen and R. Wallace. **Done**

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Draft(s); 10/09/02; 10/11/02; 10/25/02-FINAL
Amended:

AR100702.11 Send letter of response to Jovick/Anderson. **Done**

AR100702.12 Send letters to homeowners in high South Glastonbury not meeting sight distance standards

RD100702.1 Eric to contact County Commissioners and Sarah at Arrowhead School to facilitate dialogue between them about Olsen snowplowing issue.

RD100702.2 Bruce to talk to Norm re: snow plowing roads by 6:30 a.m.

RD100702.3 Contact Archie Mann and ask if he would be interested in plowing this winter and that GLA would reimburse him $100 for County plowing permit. **Done**

RD100702.4 Ian to contact John Cameron to ask if: 1) he is interested in sanding roads and 2) he wants to sell building.

RD100702.5 Eric and Bruce to research various options for sanding roads & storing sand and bring proposal w/cost estimate to next 11/08 meeting. Then present at annual meeting on 11/16.

RD100702.6 Philip to supervise repair of damaged guardrail on Capricorn Dr,

CP100702.1 Eric to give Denise complaint history file re: Kathleen Ulrich/Woodriff issue so she complete history file for attorney.

CP100702.2 Send complaint file on Parcel 81 (SG)/Donald Hansard file to our attorney to file injunctive relief.

CP100702.3 In response to William/Cheryl Smith Formal Complaint--Send letter to Rakela/Pittendorfer re: statues.

EL100702.1 Denise to contact James Kozlik, Rick Spallone & PhilipHoag. Prepare & mail election letter & absentee ballots. **Done**

File: MtgMins 10 07 02 Final.doc
Draft(s); 10/09/02; 10/11/02; 10/25/02-FINAL
Amended:

2002-10-07_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

October 7, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - September 9, 2002

3. **Report of Officers and Committees.**

   3.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
   ACTION ITEM – Liens

   3.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
   ACTION ITEM – Finalize Architectural forms
   ACTION ITEM – Meet with Henry Follman/owner of road on Tract 53-D (SG)
   ACTION ITEM – Find missing papers and send Approval Notice re. double wide on Tract 32-B (NG)/Dubiel
   ACTION ITEM – Send Disapproval Notice for home construction of Tract 53-A (NG)/ Catherine Raven
   ACTION ITEM – Report on new Entrance signs
   ACTION ITEM – Report on cost of signs

   3.3 **Road Committee** – Bruce Ganje & Ian Scott– Co-chair
   ACTION ITEM – Report on cost of road signs
   ACTION ITEM – Replacing stop sign at GAV and at intersection of Sirius and Story Rd
   ACTION ITEM – Daniel Blocker to trim undergrowth at Intersection of Sirius and Story Road
   ACTION ITEM – David to respond to Carl Anderson's letter re: sight distance
   ACTION ITEM – Mow edges of roads and recreation field

   3.4 **Complaint Committee** – Charlotte Mizzi - Chair
   ACTION ITEM – Charlotte to write letter to Nicola Woywitka/response to her 8/4/02 letter
   ACTION ITEM – Request attorney to file for injunctive relief on Parcel 81 (SG)/D.Hansard
   ACTION ITEM – Make chronological list and request attorney to file for injunctive relief on Parcel 32 (NG)/Woodriff
   ACTION ITEM – Walter to write letter to Kathleen Rakela re: noxious weeds

   3.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
   ACTION ITEM – David to report on mineral rights

   3.6 **Recreation Committee** – Eric Newhouse, Co-Chair
   ACTION ITEM – Present plan for recreation land

   3.7 **Web Site Committee** – George Makris, Chair

   3.8 **Weed Committee** – Philip Hoag, Chair

   3.9 **Election Committee**
   Select Chair Person

   3.10 **Ombudsman Report** - Regina Wunsch (SG) & Richard Johnson (NG)

4. **Other Business**

5. **Next Meeting and Adjournment**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of October 7, 2002

	Oct 7, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,659.47
1st National Bank Savings	28,720.60
Total Checking/Savings	31,380.07
Accounts Receivable	
Accounts Receivable	79,664.53
Total Accounts Receivable	79,664.53
Total Current Assets	111,044.60
TOTAL ASSETS	**111,044.60**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	77,055.17
Net Income	22,262.91
Total Equity	111,044.60
TOTAL LIABILITIES & EQUITY	**111,044.60**

GLA 01252

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through October 7, 2002

	Jan 1 - Oct 7, 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	220.00		
Bond Account	1,250.00		
Donation	0.00	0.00	0.00
Finance Charges	158.84	230.65	-71.81
Interest CUT Pavement Loan	1,886.48	1,871.69	14.79
Interest Income	506.23	1,998.86	-1,492.63
Land & Dwelling Assessment			
Dwelling Assessment 1998	110.50		
Dwelling Assessment 1999	347.47		
Dwelling Assessment 2000	256.67		
Dwelling Assessment 2001	1,483.13		
Dwelling Assessment 2002	14,281.77	23,664.19	-9,382.42
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	230.50		
Land Assessment 1999	467.48		
Land Assessment 2000	502.68		
Land Assessment 2001	2,007.47		
Land Assessment 2002	24,361.60	19,574.02	4,787.58
Total Land & Dwelling Assessment	46,989.27	43,238.21	3,751.06
Late Fee/Finance Charge	907.43	1,153.23	-245.80
Misc Income	-29.54		
Story Road Project	-240.00		
Upgrade Fee	-40.00		
Total Income	51,608.71	48,492.64	3,116.07
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Clean-up Day	743.49		
Equipment Repairs	0.00	38.38	-38.38
Snow Fences	192.50	345.97	-153.47
Weed Control	1,470.75	2,075.81	-605.06
General Repairs & Maintenance - Other	201.94		
Total General Repairs & Maintenance	2,608.68	2,460.16	148.52
Gifts/Appreciation	0.00	153.70	-153.70
Insurance/Liability	5,247.73	3,575.00	1,672.73
License & Taxes	30.00		
Materials	38.28		
Office Expense			
Copying & Mailing	354.62	845.64	-491.02
Miscellaneous	12.94	38.38	-25.44
Stamps & Postage	81.64		
Supplies	0.00	153.70	-153.70
Office Expense - Other	377.39		
Total Office Expense	826.59	1,037.72	-211.13
Petty Cash	200.00		
Postage	118.38		
Professional Fees			
Accountant	85.00	230.65	-145.65
Bookkeeper	2,006.48	922.58	1,083.90
Legal Council/Service	1,126.19	538.14	588.05
Secretarial	4,008.28	7,073.06	-3,064.78
Web Site	168.00		
Total Professional Fees	7,393.95	8,764.43	-1,370.48
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00

GLA 01253

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through October 7, 2002

	Jan 1 - Oct 7, 02	Budget	$ Over Budget
Rental	75.00	230.65	-155.65
Road Repairs & Maintenance			
Grading & Graveling	7,807.50	6,150.48	1,657.02
Loan Payment	22,668.96	20,823.39	1,845.57
Road Signs	92.65		
Sanding	0.00	384.35	-384.35
Snow Plowing	2,240.00	2,306.45	-66.45
Road Repairs & Maintenance - Other	3,788.52		
Total Road Repairs & Maintenance	36,597.63	29,664.67	6,932.96
Taxes			
Income Tax	0.00	38.38	-38.38
Real Estate	0.00	76.85	-76.85
Total Taxes	0.00	115.23	-115.23
Water Reservoir	4,367.28		
Total Expense	57,516.02	46,001.56	11,514.46
Net Income	**-5,907.31**	**2,491.08**	**-8,398.39**

Glastonbury Landowners Association, Inc.
P.O. Box 312, Emigrant, Montana 59027

September 16, 2002

Mr. and Mrs. Phil Hanifan
1355 Donna Court
Garnerville, Nevada 89460

Dear Phil and Carol,

I am writing to respond to your letter of August 27 in which you expressed your concerns about Lot 60 in South Glastonbury and another neighboring property that you did not specifically identify. I would also like to take this opportunity on behalf of the Board of the Glastonbury Landowners Association (GLA) to welcome you to our community.

We have been aware of the problem with the debris on Lot 60 for several months and we have been working with Orlando Johnson to facilitate the clean up. Please see the enclosed letter to Mr. Everett Johnston to bring you up-to-date with the current status of that issue. Furthermore, as your letter was not specific regarding the offending items that can be seen from your property, we would appreciate receiving a list of those items as soon as possible. With that list we can then make sure the owner of Parcel 60, South Glastonbury, takes care of them.

Regarding the "junk cars" on the property to the northeast of your land: it is the policy of GLA to request that neighbors first try to work out their complaints with one another before asking the GLA Board to step in. If you are unable to determine the name and address of the property owner to the northeast of your property, please feel free to contact Denise Orr (our part-time secretary) at 406-333-9553 or at denisemorr@msn.com. Tell Denise the property "parcel number" and she will be happy to provide you with the owner's name and address.

The Board shares your concerns about the unsightly debris that you have reported on your neighbor's land. We hope that that you will be able to resolve this issue with these neighbors in the near future. However, if you are unable to reach resolution after a reasonable period of time, we welcome you to contact us about this complaint once again.

Sincerely,

Charlotte Mizzi

Charlotte Mizzi
Complaint Committee
Glastonbury Landowners Association, Inc.

Cc: Alexander Oudendijk
Orlando Johnson
File
:dmo

P.O. Box 1612
Emigrant, MT 59027
September 22, 2002

David Tonkin, Knapweed Committee
Glastonbury Landowners Association, Inc.
P.O. Box 312
Emigrant, MT 59027

Dear David and the Knapweed Committee:

Re: Community-making

Thirteen years ago I moved from a city to the Paradise Valley. The city was composed of neighborhoods and each neighborhood had a name. My neighborhood was called Windsor Park. In addition to houses, in it were a bank, a drugstore, two restaurants, a grocery store, two beauty salons, two churches, a school, a community hall, a playground, a park, and a skating rink.

Like most neighborhoods, it had a board of directors who met regularly to attend to the community's particular needs. For example, since Windsor Park was situated across the street from a university, the board always had to be alert to moves by the university trying to buy up Windsor Park property. If the university ever succeeded in encroaching on Windsor Park, all residents would have experienced decreased land value.

A newsletter, "Windsor Park News", arrived in the mail every few weeks. It kept the neighbors in touch with the community activities and concerns. One knew who the board of directors were and learned about the community's projects, problems, accomplishments of community members, etc. The newsletter was supported by advertisements submitted by members.

In the Paradise Valley, we have a neighborhood named Glastonbury, which is assisted by a board of directors. While some residents have been in Glastonbury fifteen years or more, many are newcomers who have little interaction with their neighbors and have little sense of how being part of Glastonbury can benefit them.

A starting place is needed to draw people together. I suggest that that place, strange as it may seem, is knapweed. Knapweed as a common experience to all landowners can encourage landowners to work together at less cost to control the weed, maintain their land value, show consideration for the environment and, at the same time, raise funds for the building of the Recreation Center intended for the benefit of all GLA members.

I hope you will consider the enclosed document as a small start in community-making. We need to look out for one another, and we need to develop a genuine concern for how our lifestyle affects those who share this neighborhood with us.

Yours truly,

Nicola Woywitka

Nicola E. Woywitka

2002-11-04_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 4, 2002

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.
PRESENT: David Tonkin (President), Cynthia Dodge-Blocker (Treasurer), Daniel Kehoe, Jr., Bruce Ganje, Charlotte Mizzi, Ian Scott, Walter Wunsch
ABSENT: Philip Hoag, George Makris, Eric Newhouse, and Robert Wallace
PROXIES: Philip Hoag and Robert Wallace to Ian Scott
ALSO ATTENDING: Clare Parker (Accountant), Henry Follman

2. Reading and Disposition of the Minutes General Business

October 7, 2002 Meeting Minutes
MOTION: Charlotte moved and Cynthia seconded to approve the October 7, 2002 meeting minutes as written. Motion carried.

3. Report of Officers and Committees

3.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out Transactions to Date-October in Check Book 2002, Balance Sheet as of 10/7/02 and Income & Expense Budge Overview January 1 through November 4, 2002. Cynthia noted that the budget listed in the second column of the Income & Expense Budget Overview sheets might be a prorated value of the budget. They are still checking.

ACTION ITEM – Research GLA Liens Policy. Still researching lien policy

ACTION ITEM – Liens. Cynthia passed out Final Notice letter of Delinquent Assessment and 30 day notice of filing a lien along with Payment Plan Agreement and 30 Day Extension contract for those asking for it. She also passed out list of outstanding assessments "Updated Final Notice-Less Than $944" dated 10-24-02. On this list, the final notice letter has been sent to those landowners that are listed in blue or have been checked in green.

3.2 Architecture Subcommittee: Robert Wallace/Bruce Ganje, Co-Chair

ACTION ITEM – Finalize Architectural forms. Tabled

ACTION ITEM – Report on new Entrance Signs. Tabled

ACTION ITEM – Road on Tract 53-D (SG) / Henry & Joan Follman. Mr. Henry Follman was at the meeting. David reported that he and Bruce had surveyed the driveway and found the first half to be at 14% grade and the second half at 18% grade. The overall grade is 16%. He also reported that if the building site had been placed where shown on the subdivision drawing the grade would have been 10 – 12%. The board discussed with Mr. Follman his options including moving his driveway so it ties in with the subdivision road above him. Mr. Follman is going to review his options.

ACTION ITEM – Find missing papers and send Approval Notice Re: Tract 32-B Construction (NG) Dubiel. The missing papers have not been found and a new application has been requested, but not received.

File: MtgMins 11 04 02.doc
Draft(s); 11 14 02- FINAL
Approved: 12 02 02

ACTION ITEM – Add revisions to mobile home standards. Not done.

ACTION ITEM – Send mobile home standards to Valerie O'Connell / Tract 5-C (NG). David reported that the sale for the property has not closed and Ms. O'Connell does not own it.

ACTION ITEM – Sight distance letters. The letter is in the process of being finished and sent out.

ACTION ITEM – Granting Robert Wallace "Developer Assessment Relief." David reported that the board had not granted assessment relief to William Smith earlier this year. Instead the Board had decided to discuss this with our attorney and has not done so to date. The board discussed the pros and cons for the relief and that we are not a bank. David suggested that we look into the costs of granting the relief. Points discussed included being consistent in our application of any assessment relief, developer pays all when he sells a lot and pays only 50% of the land assessment for the new lots.

Tract 53-A (SG) / Catherine Raven
Bruce reported that he meet with Catherine and presented her application for her home construction.
MOTION: Bruce moved and Dan seconded to approve Catherine Raven's application for her home and a waiver for the sanitation bond and a waiver allowing her 4' x 6' shed to encroach into the setback allowance. Motion carried.

Tract 37-1B (SG) / Pamela May Building Application
Bruce presented Pamela May's application to pave her driveway.
MOTION: Bruce moved and Ian seconded to approve pavement of driveway. Motion carried.

Tract 30-E (NG) / Paul Ranttalo
Ian reported that Paul had moved a trailer from Tract 7-B to his land. He moved it across Jon Olsen's and the Strykert's driveway without permission and without submitting a building application. Paul reported that he is going to use it as an office until he builds a garage/office in the next several years.
MOTION: Ian moved and Charlotte seconded to write a letter to Paul requesting that he submit an application for the trailer. Motion carried.

Parcel 66 (NG) / John Alexander
Discussed the home John Alexander is constructing on his parcel. No building application has been received. Charlotte mentioned he had talked to her about an application over a month ago. The board agreed to call him and request an application is submitted before he continues construction.

3.3 Road Committee: Bruce Ganje/Eric Newhouse, Co-Chair

ACTION ITEM – Report on cost of signs. David presented Ian's list of road signs and their cost to the board. The board discussed the list of signs and added two warning signs for the curve at the top of the hill on Capricorn Dr, the north entrance to North Glastonbury.

MOTION: Ian moved and Dan seconded to purchase the signs and pressure treated wood posts and contract out for them to be installed. Motion carried.

ACTION ITEM – Mow edges of roads and recreation field. David reported he completed some of the mowing but had to stop because of problems with the tractor. He may be able to finish later this month.

ACTION ITEM – Replacing stop sign at GAV and at intersection of Sirius and Story Road. Not done; work to be done under Action Item above on costs of signs.

ACTION ITEM – Dan Blocker to trim undergrowth at Intersection of Sirius and Story Road
Not done.

ACTION ITEM – Snow Plowing. David reported on results of meeting with Philip, Ian and Bruce and himself last week. The group recommended that GLA snow plowers not be used to plow private roads and driveways at this time. They also proposed that GLA use deicers instead of sand because of costs. Using sand would cost the GLA approximately $25,000 for a building, bobcat and the sand whereas the cost of equipment to de-ice the roads would be around $7,500 to $10,000 for purchasing the Volunteer fire department's old tanker truck, putting a second hand plow on it, and getting an old 10,000-gallon tank (several used ones around) to hold the mag-chloride de-icing solution. From the meeting, Bruce was to confirm the details of Bozeman using de-icers. Bruce reported his discussion with Bozeman's road department superintendent who said they rely primarily on sand and use de-icers before the storms to help melt the snows as it hits the road. The superintendent noted that the de-icers create black ice below 0 degrees. The board decided to use sand instead of de-icers.
MOTION: Dan moved and Ian seconded to ask the Church if we can use the old gravel pit in South Glastonbury and that GLA purchase a plow, a second hand bobcat (or contract one out), sand and salt to mix with the sand. The motion carried.

ACTION ITEM – Contact Park County and Arrowhead School. No report

ACTION ITEM – Repair of Capricorn Dr guard rail. No report

Others Using Glastonbury Roads
The board discussed the fact that Scott and Lydia Matthews, Walt Goodman and Tom Berry who live adjacent to North Glastonbury use our roads because of their proximity to them--instead of Story Road which is their legal access.
MOTION: Ian moved and Dan seconded that GLA write letters to Scott, Walt and Tom inviting them to participate in using Glastonbury roads and pay our annual road assessment of $120. If they did not do so, GLA would block their access to Glastonbury roads. The motion carried.

Per Norell Automobiles:
Ian reported that Per Norell is parking his old cars at the base of the north entrance road to North Glastonbury and that he allegedly is doing this to detract people from moving into Glastonbury.
MOTION: Ian moved and Dan seconded to write a letter to Per Norell requesting he stop parking his old cars at the base of the north entrance of North Glastonbury. Motion carried.

3.3 Complaint Committee -- Charlotte Mizzi, Chair

ACTION ITEM – Charlotte to send letter to Nicola Woywitka. Completed?

ACTION ITEM – Request attorney to file for injunctive relief on Parcel 81 (SG)/Donald Hansard. Not completed.

ACTION ITEM – Make chronological list of complaint history and request attorney to file for injunctive relief on Parcel 32 (NG)/ Kathleen Ulrich/Woodriff. Not completed.

ACTION ITEM – Walter to write letter to Kathleen Rakela re: noxious weeds. Not done.

ACTION ITEM – Send letter to Rakela/Pittendorfer re. statues. Not completed.

3.4 Land Use Master Plan Committee: Daniel Kehoe, Jr./Eric Newhouse, Co-Chair.

ACTION ITEM – David to report on mineral rights. David reported that the Church is not comfortable with agreeing to place mineral rights into a conservancy trust. Judith Filbert agreed to review a letter from GLA outlining their reasons for putting the mineral rights into a trust.

The board discussed the need to proceed with ratifying the Master Plan for the residential area ASAP.

3.5 Recreation Committee: Eric Newhouse, Chair.
ACTION ITEM – Present plan for recreation land. No report.

3.6 Web Site Committee: George Makris, Chair. No report

3.7 Weed Committee: Philip Hoag. No report.

3.8 Ombudsman Report: Richard Johnson (NG) Regina Wunsch (SG). No report

3.9 Election Committee Charlotte Mizzi, Chair
David reported on the status of the election and the candidates running. He passed out a draft of the annual meeting and the board decided to include a report by the complaint committee. Reviewed items to be discussed at the annual meeting. Reviewed plans for meeting, refreshments and duties of the Secretary and Treasurer. The board determined by vote whom they would cast votes for if landowners gave the board their proxies.

4. Other Business

5. Next Meeting and Adjournment
The meeting was adjourned at 10:02 p.m. with no further business. The next meeting is the annual meeting to be held November 16, 2002 at Emigrant Hall, 10 a.m.

NEW ACTION ITEMS:

AR110402.1 – Send approval notice. **Done**

AR110402.2 – Send approval notice **Done**

AR110402.3 – Send letter to Mr. Ranttalo requesting submittal of building application for the trailer

AR110402.4 – Request from John Alexander building application for home he is constructing

RD110402.1 – Purchase signs, posts and install

RD110402.2 – Ask the Church if we can use the gravel pit in SG to store sand for sanding this winter

RD110402.3 – Locate and purchase snow plow and bobcat

RD110402.4 – Write letter to Mr. Matthews, Goodman and Berry inviting them to participate in annual road assessment for use of our roads

RD110402.5 – Write letter to Per Norell asking him to stop parking his used vehicles at the bottom of north entrance to NG

MP110402.1 – Write letter to Church re. mineral rights

File: MtgMins 11 04 02.doc
Draft(s); 11 14 02- FINAL
Approved: 12 02 02

2002-11-04_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting Agenda
November 4, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - October 7, 2002

3. **Report of Officers and Committees.**

3.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
ACTION ITEM – Research GLA Liens Policy
ACTION ITEM – Report on liens and letters

3.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
ACTION ITEM – Finalize Architectural forms
ACTION ITEM – Report on new Entrance signs
ACTION ITEM – Meet with Follman re. driveway grade on Tract 53-D (SG)
ACTION ITEM – Find missing papers and send Approval Notice re. double wide on Tract 32-B (NG) Dubiel
ACTION ITEM - Add revisions to mobile home standards
ACTION ITEM - Send mobile home standards to Valerie O'Connell Tract 5-C (NG)
ACTION ITEM – Send letters to homeowners in high South Glastonbury not meeting sight distance standards
ACTION ITEM – Review granting developer relief from payment of land assessment until lots sell

3.3 **Road Committee** – Bruce Ganje & Ian Scott– Co-chair
ACTION ITEM – Report on cost of road signs
ACTION ITEM – Mow edges of roads
ACTION ITEM – Replacing signs at GAV and at intersection of Sirius and Story Rd
ACTION ITEM – Trim undergrowth at Intersection of Sirius and Story Rd
ACTION ITEM – Snow plowing: 1) Plowing by 6:30 am, 2) Sanding vs. De-icier Plans & the equipment needed and its costs, 3) Plowing of private roads/driveways
ACTION ITEM – Contact Park County and Arrowhead School
ACTION ITEM – Repair of Capricorn Dr guardrail

3.4 **Complaint Committee** – Charlotte Mizzi - Chair
ACTION ITEM – Charlotte sent letter to Woywitka
ACTION ITEM – Request attorney to file for injunctive relief on Parcel 81 (SG), Handard
ACTION ITEM – Make chronological list and request attorney to file for injunctive relief on Parcel 32 (NG) Woodriff
ACTION ITEM - Walter to write letter to Kathleen Rakela re. noxious weeds
ACTION ITEM – Send letter to Rakela/Pittendorfer re. statues

3.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
ACTION ITEM – David report on mineral rights

3.6 **Recreation Committee** - Eric Newhouse, Co-Chair
ACTION ITEM – Present plans for recreation land

3.7 **Web Site Committee: George Makris, Chair**

3.8 **Weed Committee: Philip Hoag, Chair**

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3.9 **Election Committee**
Report on election status
Decide Board's vote on issues/candidates
Review Plans for Annual Meeting

3.10 **Ombudsman Report** - Regina Wunsch (SG) & Richard Johnson (NG)
Review Ragina's suggested memo/letter to landowners

4. **Other Business**

5. **Next Meeting and Adjournment**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of November 4, 2002

	Nov 4, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	5,843.77
1st National Bank Savings	28,766.87
Total Checking/Savings	34,610.64
Accounts Receivable	
Accounts Receivable	71,344.52
Total Accounts Receivable	71,344.52
Other Current Assets	
Undeposited Funds	40.00
Total Other Current Assets	40.00
Total Current Assets	105,995.16
TOTAL ASSETS	**105,995.16**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	75,415.99
Net Income	18,852.65
Total Equity	105,995.16
TOTAL LIABILITIES & EQUITY	**105,995.16**

GLA 01267

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through November 4, 2002

	Jan 1 - Nov 4, 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	220.00		
Bond Account	1,500.00		
Donation	0.00	0.00	0.00
Finance Charges	296.84	253.33	43.51
Interest CUT Pavement Loan	1,886.48	1,953.72	-67.24
Interest Income	552.50	2,195.49	-1,642.99
Land & Dwelling Assessment			
Dwelling Assessment 1998	350.50		
Dwelling Assessment 1999	497.47		
Dwelling Assessment 2000	503.34		
Dwelling Assessment 2001	1,878.13		
Dwelling Assessment 2002	15,726.77	25,992.00	-10,265.23
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	470.50		
Land Assessment 1999	617.48		
Land Assessment 2000	796.01		
Land Assessment 2001	2,402.47		
Land Assessment 2002	26,286.60	21,499.49	4,787.11
Total Land & Dwelling Assessment	52,469.27	47,491.49	4,977.78
Late Fee/Finance Charge	1,522.52	1,266.67	255.85
Misc Income	-29.54		
Story Road Project	-240.00		
Upgrade Fee	-40.00		
Total Income	58,138.07	53,160.70	4,977.37
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Clean-up Day	743.49		
Equipment Repairs	0.00	42.15	-42.15
Snow Fences	192.50	380.00	-187.50
Weed Control	1,470.75	2,280.00	-809.25
General Repairs & Maintenance - Other	425.89		
Total General Repairs & Maintenance	2,832.63	2,702.15	130.48
Gifts/Appreciation	0.00	168.82	-168.82
Insurance/Liability	5,247.73	3,926.67	1,321.06
License & Taxes	30.00		
Liens	398.00		
Materials	38.28		
Office Expense			
Copying & Mailing	423.64	928.82	-505.18
Miscellaneous	12.94	42.15	-29.21
Stamps & Postage	469.34		
Supplies	350.00	168.82	181.18
Office Expense - Other	377.39		
Total Office Expense	1,633.31	1,139.79	493.52
Petty Cash	200.00		
Professional Fees			
Accountant	85.00	253.33	-168.33
Bookkeeper	2,328.48	1,013.33	1,315.15
Legal Council/Service	1,126.19	591.08	535.11
Secretarial	4,542.28	7,768.82	-3,226.54
Treasurer	322.50		
Web Site	168.00		
Total Professional Fees	8,572.45	9,626.56	-1,054.11

GLA 01268

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through November 4, 2002

	Jan 1 - Nov 4, 02	Budget	$ Over Budget
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00
Rental	75.00	253.33	-178.33
Road Repairs & Maintenance			
Grading & Graveling	8,367.50	6,755.49	1,612.01
Loan Payment	22,668.96	21,748.87	920.09
Road Signs	92.65		
Sanding	0.00	422.15	-422.15
Snow Plowing	2,240.00	2,533.33	-293.33
Road Repairs & Maintenance - Other	3,788.52		
Total Road Repairs & Maintenance	37,157.63	31,459.84	5,697.79
Sanitation Bond Refund	250.00		
Taxes			
Income Tax	0.00	42.15	-42.15
Real Estate	0.00	84.41	-84.41
Total Taxes	0.00	126.56	-126.56
Water Reservoir	4,367.28		
Total Expense	60,814.81	49,403.72	11,411.09
Net Income	-2,676.74	3,756.98	-6,433.72

GLA 01269

November 4, 2002

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense 2001
January 1 through November 4, 2002

	Jan 1 - Nov 4, 02
Income	
Assessment Prior to 1998 Paid	220.00
Bond Account	1,500.00
Finance Charges	296.84
Interest CUT Pavement Loan	1,886.48
Interest Income	552.50
Land & Dwelling Assessment	
Dwelling Assessment 1998	350.50
Dwelling Assessment 1999	497.47
Dwelling Assessment 2000	503.34
Dwelling Assessment 2001	1,878.13
Dwelling Assessment 2002	15,726.77
Golden Age Village Assessment	2,940.00
Land Assessment 1998	470.50
Land Assessment 1999	617.48
Land Assessment 2000	796.01
Land Assessment 2001	2,402.47
Land Assessment 2002	26,286.60
Total Land & Dwelling Assessment	52,469.27
Late Fee/Finance Charge	1,522.52
Misc Income	-29.54
Story Road Project	-240.00
Upgrade Fee	-40.00
Total Income	58,138.07
Expense	
Banking Fees	
Service Charge	12.50
Total Banking Fees	12.50
General Repairs & Maintenance	
Clean-up Day	743.49
Snow Fences	192.50
Weed Control	1,470.75
General Repairs & Maintenance - Other	425.89
Total General Repairs & Maintenance	2,832.63
Insurance/Liability	5,247.73
License & Taxes	30.00
Liens	398.00
Materials	38.28
Office Expense	
Copying & Mailing	423.64
Miscellaneous	12.94
Stamps & Postage	469.34
Supplies	350.00
Office Expense - Other	377.39
Total Office Expense	1,633.31
Petty Cash	200.00
Professional Fees	
Accountant	85.00
Bookkeeper	2,328.48
Legal Council/Service	1,126.19
Secretarial	4,542.28
Treasurer	322.50
Web Site	168.00
Total Professional Fees	8,572.45
Rental	75.00

	Jan 1 - Nov 4, 02
Road Repairs & Maintenance	
Grading & Graveling	8,367.50
Loan Payment	22,668.96
Road Signs	92.65
Snow Plowing	2,240.00
Road Repairs & Maintenance - Other	3,788.52
Total Road Repairs & Maintenance	37,157.63
Sanitation Bond Refund	250.00
Water Reservoir	4,367.28
Total Expense	60,814.81
Net Income	-2,676.74

GLA 01271

RESEARCH ON OLD LIEN LIST
RECEIVED FROM
RUDY PARKER
10-18-2002

(Where possible I printed copies of Liens and Releases for our files.)

1.John Hazen-**Lien 4147 Filed** 6-10-99 $6,713.55, **Released** 3-1-2000-$6,713.55.

2.Louis Difo-**Lien Filed** 4-07-99 $1,558.20, **Lien Filed** 10-07-2002 $1,809.83.

3. Joan T. Patwell **Lien 4138 Filed** 4-07-99 $1,878.00, **Released** 4-11-2000 $1,998.00.

4. Carlos J. Jahen-No records of Liens filed ever.

5. Deanna Campbell-No records of Liens filed ever. There is no Deed or Mortgage showing she owns the property 51- NG. Only filed is a Notice of Purchaser's Interest, Notice of Right of First Refusal, Notice of Purchase Option all in June of 1987. It appears to me that the Church still owns this property. The Church is listed as owning this currently.

6. Dr. & Mrs. William Holder-**Lien Filed** 4-7-99 $2,058.00, Lien Filed 10-07-02 $1,947.92.

7. Sylvian R. Ray- **Lien 4137 Filed** 4-07-99 $1,978.00, **Released** 3-28-00 $2,196.90.

8. Barry & Victoria Peterson- No record of any Liens ever.

C:\My Documents\RESEARCH ON OLD LIEN LIST.doc

NOVEMBER 4TH 2002 GLA MEETING

ANNOUNCEMENTS:

1) Two liens filed were paid off in full. Pedro Pinardo, Kenneth Frazier - both took advantage of 10% discount. Due to send thank you and lien release notice.

2) 7 individuals we filled liens on did not pick up the certified letter of notification of lien.

Names are:
Steven Burkley
William Davis
Uri Bowbenko
Marlene La Shomb
Mandred Leykemm
Randolph Mack
Robert Sherwood

Glastonbury Landowners Association, Inc.
P.O. Box 312
Emigrant, Montana 59027

October 28, 2002

Bank of New York
101 Barclay Street
New York, NY 10286

Subject: Final Notice of Delinquent Assessment Payment and 30 Day Notice of Filing Lien

Dear Sirs,

Unfortunately, Glastonbury Landowner's Association has not heard from you regarding payment of outstanding assessments on your South Glastonbury Parcel 21-E property. We request that you send payment of $567.98 by November 28th or we will have no other choice but to place a lien with the Park County Recorder in the amount of $617.98 against your property. The amount of the lien includes $567.98 in past due assessment fees plus a $50.00 penalty to cover the costs involved with filing the lien.

If an additional 30 days is required for you to pay your delinquent assessments in full or if you need to work out a payment plan, please call me at 406-333-9677 before November 28th. I will be available to take your call most evenings, Monday through Friday, from 6 pm - 9 pm (Mountain Time). Please understand that a 30-day extension or payment plan may only be granted if you speak to me on the phone before November 28th. We will also require a signed extension agreement or payment plan.

We regret that we may be forced to file a lien on your property in order to collect the outstanding Glastonbury Landowners Assessment fees. We sincerely hope that this matter can be resolved in the very near future.

Sincerely,

Treasurer

P.S. For your clarification: a lien is a legal document that is registered with the Clerk Recorders office when a debt has been incurred and not paid. It does not force anyone to sell his or her property. The lien will stay attached to the property until the debt is paid in full. If and when you sell or transfer your property, the title will not change hands until this debt is paid. When the debt is paid in full, GLA will release your lien by filing a "Release of Lien" at the Clerk Recorders office. Unfortunately, if you allow the lien to "sit" without paying your bill, you will continue to be charged 18% per year interest on the balance that is owed and the balance owed will increase as time passes by.

Enclosure: Invoice-Final Notice

GLASTONBURY LANDOWNERS ASSOCIATION, ASSOC.

P.O. BOX 312
EMIGRANT, MT. 59027

PAYMENT PLAN AGREEMENT

FOR DELINGUENT ASSESSMENT FEES

For Parcel/Tract number_____ North/South Glastonbury I, _____

_____, owe a total of $_____. I will make monthly payments in the amount of $_____on the _____day of the month until paid. If any payment is more than 20 days late, a lien will be filed automatically without notice. I, also, agree to pay all future yearly assessments by October 31st of the year that it is assessed.

Landowner signature: _____ _____
Date

Treasurer signature: _____ _____
Date

Note: A LATE FEE AND MONTHLY INTEREST IS CHARGED TO ALL LATE ASSESSMENTS. Per Section 11.06 of the Covenants late fee and interest rates are 5% and 1.5% per month compounded monthly, respectively. For example: if you do not pay your assessment one year after it is due, you will be charged a $12.00 (5%) late fee and $45.36 in interests (1.5% interest per month) on assessment of $240.00.

WHAT IS A LIEN? For your clarification:

A lien is a legal document that is registered with Park County Clerk Recorders office when a debt has been incurred and not paid. It does not force anyone to sell his or her property. The lien will stay attached to the property until the debt is paid in full. If and when you sell or transfer your property, the title will not change hands until this debt is paid. When the debt is paid in full, GLA will release your lien by filing a "Release of Lien" at the Clerk Recorders office. Unfortunately, if you allow the lien to sit without paying your bill, you will continue to be charged 1.5% per month, compounded monthly, interest on the balance that is owed. Over time, the balance can increase significantly.

Rev. 11/02
File: C:\America Online 5.0\download\9-22-2000 newest\Payment Plan\Payment Plan.doc

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. BOX 312
EMIGRANT, MT. 59027

REQUEST FOR 30 DAY EXTENTION

FOR PAYMENT OF DELINQUENT ASSESSMENT FEES

I, _____at Parcel/Tract Number _____

North/South (cross out one) Glastonbury enter into an agreement with the Glastonbury Landowners Association, Inc. that I will pay my delinquent assessments in the amount of $_____by _____ 20___ which is an extension of 30 days from the original notice mailed to me. I understand that if payment is not received by the above date, that a lien will be filed without further notice. The lien will be your delinquent assessment amount including all late fees and accrued interests, plus a lien fee of $50.00 to cover the cost involved in filing the lien.

Landowner signature_____ _____
Date

Treasurer signature_____ _____
Date

WHAT IS A LIEN? For your clarification:

A lien is a legal document that is registered with Park County Clerk Recorders office when a debt has been incurred and not paid. It does not force anyone to sell his or her property. The lien will stay attached to the property until the debt is paid in full. If and when you sell or transfer your property, the title will not change hands until this debt is paid. When the debt is paid in full, GLA will release your lien by filing a "Release of Lien" at the Clerk Recorders office. Unfortunately, if you allow the lien to sit without paying your bill, you will continue to be charged 1.5% per month, compounded monthly, interest on the balance that is owed. Over time, the balance can increase significantly.

Updated Final Notice less than $944
10-24-02

1. Lydia C. Pisani QC deed June 21, 2001 SG-22 $1,272.59
   Copy in our files.

2. Deanna Campbell NG-51 $5,061.69
Judith Filbert will get back to us on this matter. David spoke to her on 10-21-02

3. Herbert A. Beigel Sr. SG-24 $360.00
old lien on file, never released.

4.BHES shelter NG-37D $438.46
C/O Marcia Wollerman

5. Michael & Kaye Brown SG-77 $467.50

6. Michael & Jeanne Campbell SG-75 $516.33

7. Chalice Well SG-84 $284.00
C/O John A. Grant
LaQuita Smallwood

8. Steven & Kimberly Donjon NG-40-2 $284.00

9. William Davis NG-43-3 $567.98

10. Lynn D'Argenzio SG-105 $343.83

11. Ned Harris NG-11-A $299.65

12. Donald & Jennie Hayward SG-35-C $430.73

13. John Hazen SG-25-E $527.98

14. John Hazen SG-25-A $796.14

15. Irwin & Mary Ellen Simeon NG44-B $901.29

16. Gail L. Johnson SG-49 $828.29

17. Reed Johnson NG22-A $284.00
NG 22-B $284.00
NG 22-C $284.00
NG 22-E $284.00

18. Elenor & Steven Kovacs NG 57-A $567.98

19. Dr. Carolyn Thornburn SG93-A $ 881.78

20. Pamela Gembica SG93-A $ 453.16

21. Martin & Julene Lisota SG-50-A $279.44

22. Marcia McCarry
John Waid SG26-A $447.98

23. Mike & Janice McCann NG-1-C $284.00

24. Kenneth McNeely
Sheridan Stenberg NG 61-B $703.45

25. Mr. & Mrs. Kim Michaels SG-84 $351.72

26. Bank of NY SG21-E $567.98

27. John Diaz SG32-B $567.98

28. Kenneth & Nancy Mueller Jr. SG-47 $511.04

29. Craig Newhouse
David Newhouse NG57-E $444.66

30. DeWayne Patterson NG-37-A $390.33

31. Scott L. Pellett SG-83 $450.66

32. Ola & Agnetta Pettersen SG 103 $567.98

33. Pedro Pinardo SG-32-C $567.98

34. Pedro Pinardo SG-32-D $284.00

35. Pedro Pinardo SG-32-E $284.00

36. Robert Sherwood SG50-D $284.00

37. Robert Simon
Emily S. Coleman SG 61-A $562.76

38. William Smith NG42 $567.98

39.	William Smith	NG 54 $284.00
40.	William Smith	NG55 $284.00
41.	Jacobus Terhorst	SG-60 $325.08
42.	Kathleen M. Ullrich Woodriff	NG-32 $426.98
43.	Roger Weise Judith A. Schmidt	SG 47 $822.37
TOTAL AMOUNT		**$26,679.75**

GLASTONBURY LANDOWNER'S
ASSOCIATION
P.O. BOX 312
EMIGRANT, MT. 59027

10-28-02

Kenneth L. Frazier
1615 Bonifant Road
Silver Spring, MD 20906

Re: Payment of Delinquent Landowner Assessment fees

Dear Kenneth and Bonita,

We have received you check for the full payment of your assessment fees. Thank you very much for your prompt payment. We will be releasing the lien in the next 30 days and we will forward a copy to you for your records.

Sincerely,

Cynthia Blocker
Treasurer

C:\My Documents\Kenneth E. Frazier-Payment rec'd.doc

2002-12-02_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 2, 2002

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Robert gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Janet Naclerio, Pamela May, James Trisdale (JT)
   ABSENT: Daniel Kehoe, Jr., James Kozlik, Orlando Johnson, Charlotte Mizzi
   PROXIES: James Kozlik to Philip Hoag
   ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Accountant)

2. **Reading and Disposition of the Minutes General Business**
   November 4, 2002 Meeting Minutes
   MOTION: Robert motioned and Cynthia seconded to approve the November 4, 2002 meeting minutes as written. Motion carried.

3 **General Business**

3.1 Report on who should be the SG Ombudsman: Tabled.

3.2 Temporary Filling of Committee Chairs

David stated that Committee positions need to be filled at least on a temporary basis so that we can handle the various issues involved with each committee. The following board members volunteered to fill Committee Chairs until the board votes on these positions.

Architecture Subcommittee: Robert Wallace
Road Committee: James Trisdale and David Tonkin
Complaint Committee: Charlotte Mizzi
Land Use Master Plan Committee: Dan Kehoe, Jr.

3.3 Review Procedures and Existing Projects/Action Items

<u>David reviewed projects in process and that need to be completed</u>

1) File remaining liens filed ASAP.
2) Keeping database current and updated
3) Document procedures and finalize forms for liens, architectural reviews, subdivisions, elections, liens, etc.
4) Finish Master Plan
5) Make a plan for recreational area
6) Improve GLA Web Page. (Ask Clare to correct misspelling of Glastonbury on GLA web page)
7) Define GLA Goals for 2003
8) Philip proposed that GLA should have a goal to clean up shelters in Glastonbury. He suggested that we write to landowners and tell them they need to submit a cleanup plan.

File: MtgMins 12 02 02.doc
Draft(s); 12 27 02 01 10 03-final
Approved 01 02 03
Amended: 01 10 03

David asked each board member to do the following before January meeting: a): read Covenants, think about what goals you think GLA should have for 2003, and c) talk to other Glastonbury landowners about their thoughts on issues.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Transactions to Date November 2002" and Clare passed out "Balance Sheet as of December 2, 2002" and "Income & Expense Budget Overview January 1 through December 2, 2002" for Board to review. (attached)
Board asked Clare to determine how much GLA has collected on assessments since October.
On the Balance Sheet we should include the liabilities and assets of our paving (Price paid for pavement was $306,000 less depreciation)

ACTION ITEM: Research GLA Liens Policy. **Done.** Information needs to be combined into one document.

ACTION ITEM: Update on Liens. Cynthia passed out samples of Release and Satisfaction of Lien. (attached)

Board discussed ideas to help get realtors and title companies to inform us of land sales. One idea was that GLA inform realtors/title companies/brokers that we will offer free advertising (including listings of properties) to them on our website as long as they inform us of sales they close in Glastonbury. If they should fail to inform us of a sale, we would discontinue this service. Board agreed that this was a good idea if the website could be developed in this way and acknowledged it would require additional management on the website. Edward will work with Clare to determine how the above ideas might work on our website.

4.2 Architecture Subcommittee: Robert Wallace-Co-Chair

ACTION ITEM: Finalize architectural forms. **Done.** David to e-mail updated forms to Denise.

ACTION ITEM: Report on new entrance signs. Tabled.

ACTION ITEM: Status of letter to Mr. Ranttalo re: mobile home. Not done.

ACTION ITEM: Status of building application from Mr. John Alexander. No response from Alexander.
MOTION: Philip motioned and Robert seconded that we write letter to John Alexander informing him that he needs to submit a Project Review Application form for his new home on Parcel 66

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Approved 01 02 03
Amended: 01 10 03

(NG) within 15 days and if GLA doesn't hear from him in 15 days, we will take legal action and file for injunctive relief. Motion carried

ACTION ITEM: Status of revisions to mobile home standards. Not done.

ACTION ITEM: Status of letters to homeowners in high SG whose driveways do not meet sight distance standards. Not done.

ACTION ITEM: Review granting developer relief from payment of land assessment for newly created lots until lots sell: Tabled.

Parcel 18, Parcel 56 & 3 acres of Parcel 55 (SG)/Neil & Linda Kremer "Boundary Change" Application:
MOTION: Robert moved and Philip seconded to approve to Kremer's application to combine Parcel 18 with Tract B of Parcel 56 with 3 acres of Parcel 55(SG) lots into one 27.855 acre parcel. AMENDMENT TO MOTION: Cynthia moved and JT seconded to include in Robert's motion the provision that the lien we have on Parcel 55 (SG)/Leykam is still valid. Robert's motion carried. (**Note:** On 12/14/02, Cynthia confirmed that on 10/7/02 GLA did place a lien on Parcel 55 (SG) and it is still in effect.)

Road Committee: James Trisdale & David Tonkin, Co-Chair (Temporary)

ACTION ITEM: Status on purchasing road signs. Signs have been ordered and additional order will be added.

ACTION ITEM: Status of replacing signs at GAV and at intersection of Sirius and Story Road. Not done

ACTION ITEM: Status of trimming undergrowth at intersection of Sirius and Story roads. Not done.

ACTION ITEM: Status of purchasing snowplow and bobcat. Not completed. David has a snowplow catalogue and will determine which plow to purchase. Will also look into finding someone's truck that snowplow can be connected to on at least a 2-year contract basis. JT said he would rent his bobcat to GLA. David will place an order for sand and look further into the truck issue with JT.

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ACTION ITEM: Status report on using gravel pit on Arturus (SG) to store sand for winter. GLA has received approval to use SG gravel pit.

ACTION ITEM: Status report on repair of approximately 30 feet of guard rail on Capricorn. Philip has contacted OMO Construction (from Billings, but currently working in Emigrant) to replace the guard rail at $10-11 per foot. David reported additional guardrail is needed in SG as well.

ACTION ITEM: Status report on letter to Matthews, Goodman & Barry in North Glastonbury to pay annual $120 assessment fee. Not done. DO to write and give to PH for signature.

ACTION ITEM: Status of letter to Per Norrel re: cars. Not done.

ACTION ITEM: (added to agenda) Status of moving 2 yield signs near the school and corral. Not done.

New Road-Caspari Way
David reported that Park County agreed to the name "Caspari Way" for the new road that the Church built. David reported that William Smith suggested to replace the name of Gemini Road starting from the point where John Alexander's old home is on Parcel 66 NG and extending to the left up to Parcel 68 and 69. William said that landowners on the new road approved the name. The Board agreed to the change. David will inform William and Church regarding GLA board agreeing to Caspari Way.

MOTION: Philip motioned and JT seconded that GLA write a letter to the Church requesting the Church to:
a) Remember to submit plans for all roads and subdivisions prior to construction
b) Plans be submitted to GLA for approval on the new road by the Parcel 66 NG in 15 days, and
c) GLA will require a minimum of 550 ft. of guard rail installed on the new road.
A courtesy call to the Church should be made after the letter is written. Motion carried.

David will measure and determine if Caspari Way meets the standards for a 2-lane road.

Winter snowplowing and road maintenance. David and JT will work together to determine how we will get snowplowing done in North and South Glastonbury. JT to call Wayne Mansaw (333-4122) and Michael Dirkers (333-4732) for NG roads; Archie Mann's employee (222-1642) for SG roads.

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Amended: 01 10 03

4.4 Complaint Committee: Charlotte Mizzi, Chair

ACTION ITEM: Status of letter to Woywitka. **Done**

ACTION ITEM: Status of request of our attorney to file for injunctive relief on Hansard/Parcel 81, (SG). In progress.

ACTION ITEM: Status of chronological list and request attorney to file for injunctive relief on Parcel 32 (NG). In progress.

ACTION ITEM: Status of letter to Kathleen Rakela re: noxious weeds. Not done. DO to give letter to PH for response.

ACTION ITEM: Status of letter to Rakela/Pittendorder re: statues. Letter is done, but waiting for photographs. Robert will take photos.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. Chair. No report.

ACTION ITEM: Status of mineral rights letter to Church. DT to complete. Not done.

4.6 Recreation Committee: No Committee Chair assigned.

ACTION ITEM: Present plans for recreation land. No report. Janet to request plans from Eric.

4.7 Web Site Committee: No Committee Chair assigned. No report.

4.8 Weed Committee: Philip Hoag

Cynthia passed out to each board member a packet of extensive material on knapweed and weed control, etc.

4.9 Ombudsman Report: _____(SG) Richard Johnson (NG) No report.

5. Other Business

Leak in Reservoir: Philip reported that a leak had developed in our reservoir that trickles into some landowner's driveways and becomes ice. He suggested that a temporary solution of using a short piece of culvert to drain the water out across the road into the field for under $400.
MOTION: Philip motioned and Robert seconded to hire Dean Kimpson to install a culvert to divert water from our leaking reservoir that is creating ice on a neighbor's property. Motion carried

File: MtgMins 12 02 02.doc
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Approved 01 02 03
Amended: 01 10 03

6. Next Meeting and Adjournment

The meeting was adjourned at 9:20 p.m. with no further business. The next meeting will be held on January 13, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR120202.1 Clare to determine how much GLA has collected on assessments since October.

TR120202.2 Include liabilities and assets of paving roads under "Liabilities" and "Equity" columns on the Balance Sheet.

TR120202.3 Edward to work with Claire to determine how the realtor ad ideas might work on our website.

AR120202.1 Write letter to John Alexander. **Done.**

AR120202.2 Write letter to Church regarding Caspari Way. **Done.**

AR120202.3 Courtesy call to the Church after letter is written. **Done.**

AR120202.4 David to measure and determine if Caspari Way meets the standards for a 2-lane road.

AR120202.5 Denise to send project application approval to Kremer re: Boundary Change."

RD120202.1 David to measure proposed guard rail lengths in SG and tell Philip amount needed. **Done.**

RDR0202.2 David to confirm Caspari Way meets 2 –lane road standards.

RD120202.3 JT to set up people to plow Glastonbury roads. **Done.**

RD120202.4 David to place an order for sand and look further into the truck issue. **Done.**

RC120202 Janet to request recreation plans from Eric.

OB120202 Philip to hire Dean Kimpson to install a culvert to divert water from our leaking reservoir that is creating ice on a neighbor's property.

File: MtgMins 12 02 02.doc
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Approved 01 02 03
Amended: 01 10 03

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

December 2, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - November 4, 2002
   - November 16, 2002 Special meeting

3. **General Business**
   - 3.1 Report on SG Ombudsman
   - 3.2 Temporary Filling of Committee Chairs
   - 3.3 Review Procedures and existing Projects/Action Items

4. **Report of Officers and Committees.**
   - 4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
     - ACTION ITEM – Research GLA Liens Policy
     - ACTION ITEM – Update on liens
   - 4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
     - ACTION ITEM – Finalize architectural forms
     - ACTION ITEM – Report on new entrance signs
     - ACTION ITEM – Status of letter to Mr. Ranttalo re. mobile home
     - ACTION ITEM – Status of building application from Mr. John Alexander
     - ACTION ITEM - Status of revisions to mobile home standards
     - ACTION ITEM – Status of letters to homeowners in high SG whose driveways do not meet sight distance standards
     - ACTION ITEM – Review granting developer relief from payment of land assessment until lots sell
   - 4.3 **Road Committee** – ?
     - ACTION ITEM – Status report on purchasing road signs
     - ACTION ITEM – Status of replacing signs at GAV and at intersection of Sirius and Story Rd
     - ACTION ITEM – Status of trimming undergrowth at Intersection of Sirius and Story Rd
     - ACTION ITEM – Status on purchasing snow plow and bobcat
     - ACTION ITEM – Status report on using SG gravel pit to store sand for winter
     - ACTION ITEM – Status report on repair of Capricorn Drive guard rail
     - ACTION ITEM – Status report on letters to Mr. Matthew, Goodman and Berry re. road assessments
     - ACTION ITEM – Status of letter to Per Norell
   - 4.4 **Complaint Committee** – Charlotte Mizzi - Chair
     - ACTION ITEM – Status of letter to Woywitka
     - ACTION ITEM – Status of request to our attorney to file for injunctive relief on Parcel 81 (SG), Handard
     - ACTION ITEM – Status of chronological list and request attorney to file for injunctive relief on Parcel 32 (NG) Woodriff
     - ACTION ITEM – Status of letter to Kathleen Rakela re. noxious weeds
     - ACTION ITEM – Status of letter to Rakela/Pittendorfer re. statues
   - 4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
     - ACTION ITEM – Status of mineral rights letter to Church

(over)

4.6 **Recreation Committee** - ? Co-Chair
ACTION ITEM – Present plans for recreation land

4.7 **Web Site Committee:** ?, Chair

4.8 **Weed Committee:** Philip Hoag, Chair

4.9 Ombudsman Report - ? (SG) & Richard Johnson (NG)

5 Other Business

6 Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of December 2, 2002

	Dec 2, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	5,972.96
1st National Bank Savings	25,766.87
Total Checking/Savings	31,739.83
Accounts Receivable	
Accounts Receivable	63,522.62
Total Accounts Receivable	63,522.62
Other Current Assets	
Undeposited Funds	667.98
Total Other Current Assets	667.98
Total Current Assets	95,930.43
TOTAL ASSETS	**95,930.43**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	74,395.27
Net Income	9,808.64
Total Equity	95,930.43
TOTAL LIABILITIES & EQUITY	**95,930.43**

6:25 PM
12/02/02
Cash Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through December 2, 2002

	Jan 1 - Dec 2, 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	268.94		
Bond Account	1,500.00		
Donation	0.00	0.00	0.00
Finance Charges	363.26	276.61	86.65
Interest CUT Pavement Loan	2,554.46	2,486.88	67.58
Interest Income	552.50	2,397.24	-1,844.74
Land & Dwelling Assessment			
Dwelling Assessment 1998	350.50		
Dwelling Assessment 1999	497.47		
Dwelling Assessment 2000	623.34		
Dwelling Assessment 2001	2,113.13		
Dwelling Assessment 2002	17,216.42	28,380.48	-11,164.06
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	470.50		
Land Assessment 1999	737.48		
Land Assessment 2000	1,156.01		
Land Assessment 2001	3,173.26		
Land Assessment 2002	28,705.96	23,475.14	5,230.82
Total Land & Dwelling Assessment	57,984.07	51,855.62	6,128.45
Late Fee/Finance Charge	1,857.75	1,383.06	474.69
Misc Income	-29.54		
Story Road Project	-240.00		
Upgrade Fee	-40.00		
Total Income	64,771.44	58,399.41	6,372.03
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Clean-up Day	743.49		
Equipment Repairs	0.00	46.03	-46.03
Snow Fences	192.50	414.92	-222.42
Weed Control	1,470.75	2,489.52	-1,018.77
General Repairs & Maintenance - Other	425.89		
Total General Repairs & Maintenance	2,832.63	2,950.47	-117.84
Gifts/Appreciation	0.00	184.33	-184.33
Insurance/Liability	5,247.73	4,287.50	960.23
License & Taxes	30.00		
Liens	606.00		
Materials	38.28		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through December 2, 2002

	Jan 1 - Dec 2, 02	Budget	$ Over Budget
Office Expense			
Copying & Mailing	423.64	1,014.17	-590.53
Miscellaneous	12.94	46.03	-33.09
Stamps & Postage	469.34		
Supplies	350.00	184.33	165.67
Office Expense - Other	377.39		
Total Office Expense	1,633.31	1,244.53	388.78
Petty Cash	275.00		
Professional Fees			
Accountant	85.00	276.61	-191.61
Bookkeeper	2,328.48	1,106.45	1,222.03
Legal Council/Service	1,126.19	645.39	480.80
Secretarial	4,960.28	8,482.72	-3,522.44
Treasurer	322.50		
Web Site	168.00		
Total Professional Fees	8,990.45	10,511.17	-1,520.72
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00
Refreshments	263.42		
Rental	135.00	276.61	-141.61
Road Repairs & Maintenance			
Grading & Graveling	8,717.50	7,376.27	1,341.23
Loan Payment	29,600.93	27,764.52	1,836.41
Road Signs	92.65		
Sanding	0.00	460.95	-460.95
Snow Plowing	2,240.00	2,766.13	-526.13
Road Repairs & Maintenance - Other	3,788.52		
Total Road Repairs & Maintenance	44,439.60	38,367.87	6,071.73
Sanitation Bond Refund	250.00		
Taxes			
Income Tax	0.00	46.03	-46.03
Real Estate	700.00	92.17	607.83
Total Taxes	700.00	138.20	561.80
Water Reservoir	4,367.28		
Total Expense	69,821.20	57,960.68	11,860.52
Net Income	-5,049.76	438.73	-5,488.49

GLA 01293

Notice Of Meeting of Board of Directors

Of

Glastonbury Landowners Association

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on December 2, 2002, 7:00 p.m., at the Golden Ratio Woodworks **cafeteria** in Emigrant, Montana.

Dated 11/25/02

By: Denise M. Orr

Denise M. Orr

Secretary

Glastonbury Landowners Association, Inc.
Board of Directors Meetings
2003

January 13

February 3

March 3

April 7

May 5

June 2

July 14

August 4: Select Election Committee Chair

September 8

October 6

November 3

November 15: a) Annual Meeting
and
b) Board of Directors Meeting

December 1

JANUARY

2003-01-13_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 13, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Orlando Johnson gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Philip Hoag, Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson, Pamela May and James Trisdale (JT)
   ABSENT: Cynthia Blocker (Treasurer)
   PROXIES: Cynthia Blocker to Pamela May
   ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**
   November 16, 2002 Special Meeting
   MOTION: Janet motioned and James seconded to approve 11/16/02 special meeting minutes. Motion carried.

   December 2, 2002 Meeting
   MOTION: Pamela motioned and JT seconded to approve 12/02/02 meeting minutes with corrections. Motion carried.

3 **General Business**

3.1 Hand out board phone list and list of 2003 Board meetings. Done

3.2 Report on SG Ombudsman: David reported that he has contacted people from South Glastonbury, who were "write ins" on the 11/16/02 election ballots, to ask if they would like to fill role of SG Ombudsman. He is waiting to hear back.

3.3 Election of Officers
MOTION: Orlando motioned and Charlotte seconded to approve the following board members to fill GLA officer positions in 2003: David Tonkin-President, Robert Wallace-Vice President, Cynthia Blocker-Treasurer, Janet Naclerio-Secretary. Motion carried.

3.4 Election of Committee Chairs
Board members volunteered to fill the following committee chairs as follows:
Architecture Sub-committee: Robert Wallace & James Kozlik (Co-Chair) & Pamela May
Road Committee: Philip Hoag and James Trisdale (Co-chair)
Complaint Committee: Charlotte Mizzi and Pamela May (Co-chair)
Land Use Master Plan Committee: Dan Kehoe, Jr. (Chair), Orlando Johnson, Charlotte Mizzi and Pamela May
Weed Committee: Philip Hoag and James Trisdale

Committees continued on next page

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Approved and Amended: 2 03 03

Recreational Committee: Janet Naclerio, Edward Anderson, Robert Wallace (Chair); Orlando Johnson
Web Site Committee: Edward Anderson
Clean-up Committee: Philip Hoag and Charlotte Mizzi (Co-chair)

MOTION: Edward motioned and Charlotte seconded to form a "Clean-Up Committee" that is separate from the Architectural Committee. Motioned carried.

MOTION: Charlotte motioned and Robert seconded that committees with more than 2 people should elect a committee chair(s) when they next meet and report their vote to board. Motion carried.

3.5 Development of Goals

David reviewed goals for GLA
MOTION: Dan, Jr. motioned and Charlotte seconded to approve the following GLA goals with timelines.
1a) Finish documenting forms and procedures for liens, complaints, treasurer, elections, architectural review, etc. Complete by 8/1/03.
1b) Standardize architectural standards. Complete by 4/8/03 board meeting.
2) Finalize Master Plan. Phase 1: Residential Area only. Complete by approx. 7/21/03.
3) Develop Recreational Land. Phase 1: Install well & sprinkler system, plant field, "rough out" a parking area and develop an overall plan. Complete by 5/1/03.
4) Improve website page to include ads for realtors. Complete by 7/1/03
5) Clean Up Shelter Sites. Complete by October 31, 2003 .
Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Pamela passed out "Transactions to Date-Nov. & Dec. 30 2002" on behalf of Cynthia.
Clare passed out "Balance Sheet As of December 31, 2002" and "Income & Expense Overview: January through December 2002"

ACTION ITEM – Update on liens
Pamela passed out "January 13, 2003 Report by Cynthia Blocker, Treasurer" which includes an update on liens paid off, a schedule of liens to be filed in January 2003 and information re: Campbell lien.

David reported that he met with Cynthia, Claire and Rudy to discuss and develop standards for the accounting/treasurer duties and that these will be presented to the board in the near future.

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Approved and Amended: 2 03 03

4.1.1 Status on Campbell Lien
Board discussed lien and reviewed Cynthia's note about this issue on her January 13 Report. (see attached).
MOTION: Philip motioned and Robert seconded to file a lien for the total amount owed on Parcel 51 (NG). Orlando motioned and JT seconded to amend this motion to read that GLA should delay filing the lien on Parcel 51 NG until the board can review Cynthia's verbal input, including any legal reason as to why the lien shouldn't be filed. Motion carried with one abstention from Pamela.

4.1.2 Present Initial Year 2003 Budget. Budget will be presented at February meeting. New budget to be included in upcoming letter to landowners.

4.2 Architecture Subcommittee: Robert Wallace and James Kozlik, Co-Chair
William Smith for Church Universal & Triumphant/Final Approval Request for Road Construction of Caspari Way to serve Parcels 60, 63, 64 & 66 NG/12-26-02.
MOTION: Philip motioned and Orlando Johnson seconded to respond to Richard Smith's/Church Universal & Triumphant's road construction application for Caspari Way as follows: 1) GLA cannot evaluate your construction plans for Caspari Way until you submit the complete specifications of the road, including the slope and the length of the embankments on the downhill slope of the road. Please return your plans within 15 days.
2) Please submit within 15 days, the locations and plans for guard rails to meet county/state standards
3) We also require that you immediately place a barricade and a sign stating "UNAPPROVED AND UNSAFE FOR ACCESS. KEEP OUT" (wording to be minimum of 3 inches high) at the point where the new road starts. Motion carried unanimously.

ACTION ITEM – Status of letter to Mr. Ranttalo re. mobile home. Letter was sent to Rantallo, and no response was received from Rantallo.
MOTION: Charlotte motioned and James K. seconded that GLA should send letter to Rantallo stating that GLA will seek injunctive relief if he doesn't submit a GLA application for his mobile home. Motion carried.

ACTION ITEM – Status of building application from John Alexander.
GLA sent letter to Alexander requesting submittal of building application for his new home on Parcel 66, NG. GLA received Alexander's application. Board reviewed application.
MOTION: Philip Hoag motioned and Robert Wallace seconded that GLA inform Alexander that his building application is approved on the condition that he submits a plan within 15 days for the clean-up and removal of eyesores on his property, including 1) 2 metal sided mobile homes 2) unlicensed vehicles and a school bus, 3) scrap piles, tires and other debris and 4) goat barn. Include reference from the Restated Declaration of Covenants for the Community of Glastonbury, Section 10.02 and Section 5.05, Nuisances and Eyesores; "Nuisances and

eyesores shall not be allowed..."

ACTION ITEM - Status of revisions to mobile home standards. Tabled.

ACTION ITEM – Status of letters to 3 homeowners in high SG whose driveways do not meet sight distance standards. **Done.**

4.3 Road Committee: Philip Hoag and James Trisdale, Co-Chair

ACTION ITEM – Status report on purchasing road signs **Done**

ACTION ITEM – Status of replacing signs at GAV and at intersection of Sirius and Story Road. **Done**

ACTION ITEM – Status of trimming undergrowth at Intersection of Sirius and Story Rd **Done**

ACTION ITEM – Status on purchasing snow plow and bobcat. David reported that a '94 pickup truck for our sander was purchased along with 24 yards of salted sand.

ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. Not started; waiting for contractor.

ACTION ITEM – Status report on letters to Mr. Matthew, Goodman and Berry re: road assessments. **Done.** Berry sent in $120 assessment fee. No response from Matthew. Denise to follow-up.

ACTION ITEM – Status of Caspari Way road. (See Architecture Subcommittee above.)

ACTION ITEM – Report on Caspari Way road meeting 2-lane road standards (see Architecture Subcommittee above.)

4.4 Complaint Committee: Charlotte Mizzi, Chair

ACTION ITEM – Status of letter from GLA requesting cleanup of Parcel 81(NG) or GLA will file for injunctive relief. GLA sent letter to Hansard regarding clean up of Parcel 81 (NG) and has not received response from Hansard. Our certified letter to him was not received as far as we know because certification was invalid due to P.O. mistake. The same letter was sent by first class mail and was "probably" received since it hasn't been returned. David to review issue w/attorney.

ACTION ITEM – Status of chronological lists of GLA letters to Woodriff re: Parcel 32 (NG) cleanup and status of requesting attorney to file for injunctive relief on Parcel 32

(NG)/Woodriff. List completed and GLA sent letter to Woodriff via certified and first class mail in December 2002. Woodriff didn't accept our certified letter but probably received first class mail letter as it has not been returned to GLA. David reported that Woodriff believes Charlotte approved the clean-up of her property. Charlotte reported that this was not the case and that she told Woodriff that the work on her home was "a good beginning". Board discussed whether GLA should send another letter to Woodriff to confirm that the clean-up around her home is not approved and must be completed; and the addition to her home is considered unsafe and that she must submit a building application for that structure. David to review issue with attorney.

ACTION ITEM – Status of letter to Kathleen Rakela re. noxious weeds. Done. Philip wrote letter that he said can be used as a form letter. See attached.

ACTION ITEM – Status of letter to Rakela/Pittendorfer re. statues. Done. David reported that he received two letters from Rakela in response to GLA letter of December 17. He passed out draft of his response to her for board to review. David to discuss issue with attorney. The board agreed that it would be preferable to try and resolve this issue ourselves.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. Chair. No report.

4.6 Recreational Committee: Janet Naclerio, Edward Anderson, Robert Wallace and Orlando Johnson . No report.

ACTION ITEM – Present plans for recreation land. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair.

ACTION ITEM – Report on converting web site so it will handle advertisements. Tabled.

4.8 Weed Committee: James Trisdale and Philip Hoag, Co-Chair

4.9 Ombudsman Report: (SG) Richard Johnson (NG). No report.

5. Other Business

ACTION ITEM – Status of installing culvert at SG water reservoir. Not done. Philip to follow-up with Archie Mann.

David mentioned that the area around the reservoir needs to be seeded.

File: MtgMins 01 13 03.doc
Draft(s); 01 25 03; 01 27 03; 2 03 03-FINAL
Approved and Amended: 2 03 03

6. Next Meeting and Adjournment

The meeting was adjourned at 10:30 p.m. with no further business. The next meeting will be held February 3, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB0113033.5 Dan Jr., David and JT to review GLA Standards and present their proposals for revision to board at a future date.

AR0113034.2 Project Application forms/letters to W. Smith (cc'd to Judith Filbert, David, Philip, Robert and J. Alexander) Rantallo and J. Alexander. Done

CP0113034.4 Write to Hansard and Rakela.

OB011303.5 Philip to follow up w/Archie Mann re installing culvert in SG.

File: MtgMins 01 13 03.doc
Draft(s); 01 25 03; 01 27 03; 2 03 03-FINAL
Approved and Amended: 2 03 03

2003-01-13_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

January 13, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - November 16, 2002 Special meeting
   - December 2, 2002

3. **General Business**
   - 3.1 Handout Phone list and list of meetings
   - 3.2 Report on SG Ombudsman
   - 3.3 Election of Officers
   - 3.4 Election of Committee Chairs
   - 3.5 Development of Goals

4. **Report of Officers and Committees.**

4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

ACTION ITEM – Update on liens

4.1.1 Status on Campbell Lien

4.1.2 Present Initial Year 2003 Budget

4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair

ACTION ITEM – Status of letter to Mr. Ranttalo re. mobile home

ACTION ITEM – Status of building application from Mr. John Alexander

ACTION ITEM - Status of revisions to mobile home standards

ACTION ITEM – Status of letters to homeowners in high SG whose driveways do not meet sight distance standards

4.3 **Road Committee** – ?

ACTION ITEM – Status report on purchasing road signs **Done**

ACTION ITEM – Status of replacing signs at GAV and at intersection of Sirius and Story Rd **Done**

ACTION ITEM – Status of trimming undergrowth at Intersection of Sirius and Story Rd **Done**

ACTION ITEM – Status on purchasing snow plow and bobcat

ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout

ACTION ITEM – Status report on letters to Mr. Matthew, Goodman and Berry re: road assessments

ACTION ITEM – Status of Caspari Way road

ACTION ITEM – Report on Caspari Way road meeting 2-lane road standards

4.4 **Complaint Committee** – Charlotte Mizzi - Chair

ACTION ITEM – Status of request to our attorney to file for injunctive relief on Parcel 81 (SG), Hansard

ACTION ITEM – Status of chronological list and request attorney to file for injunctive relief on Parcel 32 (NG) Woodriff

ACTION ITEM – Status of letter to Kathleen Rakela re. noxious weeds

ACTION ITEM – Status of letter to Rakela/Pittendorfer re. statues

4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair

4.6 **Recreation Committee** - ? Co-Chair

ACTION ITEM – Present plans for recreation land

4.7 **Web Site Committee:** ?, Chair
ACTION ITEM – Report on converting web site so it will handle advertisements

4.8 **Weed Committee:** Philip Hoag, Chair

4.9 Ombudsman Report - ? (SG) & Richard Johnson (NG)

5 Other Business
ACTION ITEM – Status of installing culvert at SG water reservoir

6 Next Meeting and Adjournment

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of December 31, 2002

	Dec 31, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	7,855.78
1st National Bank Savings	23,766.87
Total Checking/Savings	31,622.65
Accounts Receivable	
Accounts Receivable	53,761.77
Total Accounts Receivable	53,761.77
Total Current Assets	85,384.42
TOTAL ASSETS	**85,384.42**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	73,525.55
Net Income	132.35
Total Equity	85,384.42
TOTAL LIABILITIES & EQUITY	**85,384.42**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through December 2002

	Jan - Dec 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	220.00		
Bond Account	1,750.00		
Donation	0.00	0.00	0.00
Finance Charges	502.26	300.00	202.26
Interest CUT Pavement Loan	2,554.46	2,486.88	67.58
Interest Income	552.50	2,599.92	-2,047.42
Land & Dwelling Assessment			
Dwelling Assessment 1998	350.50		
Dwelling Assessment 1999	857.47		
Dwelling Assessment 2000	1,010.01		
Dwelling Assessment 2001	2,837.63		
Dwelling Assessment 2002	19,348.09	30,780.00	-11,431.91
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	590.50		
Land Assessment 1999	1,097.48		
Land Assessment 2000	1,554.99		
Land Assessment 2001	4,881.97		
Land Assessment 2002	32,207.85	25,459.92	6,747.93
Total Land & Dwelling Assessment	67,676.49	56,239.92	11,436.57
Late Fee/Finance Charge	2,614.70	1,500.00	1,114.70
Misc Income	-29.54		
Story Road Project	-240.00		
Upgrade Fee	-120.00		
Total Income	75,480.87	63,126.72	12,354.15
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Clean-up Day	743.49		
Equipment Repairs	0.00	49.92	-49.92
Snow Fences	192.50	450.00	-257.50
Weed Control	1,470.75	2,700.00	-1,229.25
General Repairs & Maintenance - Other	789.37		
Total General Repairs & Maintenance	3,196.11	3,199.92	-3.81
Gifts/Appreciation	0.00	199.92	-199.92
Insurance/Liability	5,247.73	4,650.00	597.73
License & Taxes	30.00		
Liens	967.50		
Materials	115.33		
Office Expense			
Copying	464.00	1,099.92	-635.92
Envelopes	6.30		
Miscellaneous	12.94	49.92	-36.98
Stamps & Postage	543.59		
Supplies	477.51	199.92	277.59
Office Expense - Other	377.39		
Total Office Expense	1,881.73	1,349.76	531.97
Petty Cash	275.00		
Professional Fees			
Accountant	85.00	300.00	-215.00
Bookkeeper	2,796.22	1,200.00	1,596.22
Legal Council/Service	1,126.19	699.96	426.23
Secretarial	5,548.28	9,199.92	-3,651.64
Treasurer	322.50		
Web Site	168.00		
Total Professional Fees	10,046.19	11,399.88	-1,353.69

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through December 2002

	Jan - Dec 02	Budget	$ Over Budget
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00
Refreshments	263.42		
Rental	135.00	300.00	-165.00
Road Repairs & Maintenance			
Grading & Graveling	11,737.50	7,999.92	3,737.58
Loan Payment	29,600.93	27,764.52	1,836.41
Road Signs	755.95		
Sanding	5,523.26	499.92	5,023.34
Snow Plowing	2,240.00	3,000.00	-760.00
Road Repairs & Maintenance - Other	3,888.52		
Total Road Repairs & Maintenance	53,746.16	39,264.36	14,481.80
Sanitation Bond Refund	250.00		
Taxes			
Income Tax	0.00	49.92	-49.92
Real Estate	105.73	99.96	5.77
Total Taxes	105.73	149.88	-44.15
Travel	15.00		
Water Reservoir	4,367.28		
Total Expense	80,654.68	60,513.72	20,140.96
Net Income	**-5,173.81**	**2,613.00**	**-7,786.81**

January 13, 2003

Report by Cynthia Blocker
Treasurer

Update on Liens paid off.

Manfred Leykamm $1,344.25
Zygmond and Mary Lynn Mayer-$1200.00
Rondald Strykert $1010.00

Liens schedule to be filed this January

Bank of NY		628.28.48 (Roxendahls)
David, William Neil	NG43-3	$628.28
Hazen, Bernice	SG25-E	$556.59
Hazen, John	SG 25-A	$864.17
Johnson, Gail Louise	SG-49	$896.65
Mueller, Kenneth	SG-47	$569.26
Pisani, Lydia	SG-22	$1164.91
Thorburn, Carolyn	SG-93-A	$952.38
Weise, Roger	SG-47	$893.22
TOTAL		**$7,153.74**

Includes the $50.00 filing fee for each.

Campbell, Deanna SG 51 the property is actually in the Churches name. I can not file at this time on Deanna Campbell as the property is not in her name. Under normal circumstance what this is called is a repossession, however there are some very complex issues here. I hope to have more information for you by next months meeting. The Church has been presented with the GLA assessments that are due on this piece of property.

Glastonbury Landowners Association
Board Member Proxy Notification

I, Agatha Blocher,

give my proxy to Pamela Moy

for the GLA Board of Directors Meeting on 1-13-03.
date

Agatha Blocher
signature

1-1-03
date

2003-02-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 3, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Philip Hoag, Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Pamela May and James Trisdale (JT)
ABSENT: Orlando Johnson. At approximately 10:00 p.m. Pamela and Dan left meeting.
PROXIES: Pamela to Cynthia; Dan to JT
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Accountant), Brian Trisler, Kathleen Rakela, Rik Pitendorfer and an unidentified woman who had came with Kathleen.

2. **Reading and Disposition of the Minutes General Business**
   - January 13, 2003

MOTION: Charlotte motioned and James K. seconded to approve 1/13/03 meeting minutes as amended. Motion carried.

3 **General Business**

3.1 Selection of Committee Chairs

Janet reported that the Recreation Committee elected Robert Wallace as their chair

Denise reported that she received E-mail votes from each member of GLA Board to elect Richard Allen as Ombudsman for South Glastonbury in 2003.

3.2 GLA Standards/Procedures, status reports.

David reported ultimate goal is to develop a GLA Policies and Procedures manual that will contain information concerning responsibilities and procedures for each GLA board member and function, etc.

3.2.1. Architectural Standards. No report.

3.2.2. Treasurer Standards/Procedures. David reported that he had two meetings with Cynthia and Clare to determine standards/procedures and a draft of these will be presented at a future meeting.

3.2.3. Elections Procedures. Denise to complete by next meeting.

3.2.4 Sign Standards

Board discussed that no specific sign standards for Glastonbury have ever been adopted; they reviewed a variety of sign standards that they felt should be adopted a.s.a.p.
MOTION: Philip motioned and JT seconded that the following sign standards should be be compiled by Denise & David and then E-mailed to the GLA board to review:
1) All signs shall be commercially produced or professionally lettered and kept in good repair,
2) All signs, including "No Trespassing," "Private Property," and "Posted" should be less than 2x3 ft,
3) All "No Trespassing," "Private Property" and "Posted" signs should be posted no closer than 50 feet apart,
4) Landowners must submit an application to the GLA Board and receive approval prior to posting sign(s) in the following instances:
a) When sign is business or advertising related, excluding Real Estate and For Sale signs
b) When landowner is planning to post more than 2 (two) Real Estate or For Sale signs
c) When sign size exceeds 2x3 feet
5) Realtors must collect their signs within 30-days after sale of property
6) Property Ownership Designated Signs (PODS), such as owner(s) name, property name, or greetings that are done in "good taste" are permitted. PODS signs larger than 1x2 ft. shall be professionally lettered and signs smaller than 1x2 ft. or of a temporary nature may printed by hand.
7) Temporary signs such as advertising of garage sales or other similar activity are allowed and may be hand-made or hand printed provided they are removed within 7 days of the event.
...After the Board reviews, edits and finalizes the above proposed sign standards, it will adopt them as new sign standards for Glastonbury landowners who post signs on their property.
Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out and reviewed a) "Average Income over last three Years" 2/3/03, b) "Transactions to Date January 2003, In Check Book 02-03-2003," c) sample letter: "Final Notice of Delinquent Assessment Payment and Notice of Claim of Lien," and d) GLA "Check Request" form—to be submitted when requesting money for purchasing an item. (attached)

Clare passed out GLA "Balance Sheet as of February 2, 2003" and "Income & Expense Budget Overview, January 1 – February 4, 2003." It was noted that figures on pg. 2 "Income, C. Late Fees/Finance Charges" need to be corrected. David also pointed out that on pg. 2, the Budget column is the prorated amount for the year, in this case 2/12ths of the yearly budget.

Cynthia reported that she has updated Bank of Rockies with new GLA officers names so that they can access account information. This needs to be done each year when new boards are elected.
MOTION: Cynthia motioned and JT seconded that GLA offer a 10% discount on liens that we file

on properties when the total amount of the lien is paid within 60 days. Motion carried.
Note: Cynthia noted that when people take advantage of this one-time 10—for those 60 days, there will be no interest charged.
Charlotte proposed that we create budget "codes" for items on Budget.

ACTION ITEM – Update on liens.

4.1.1 Status on Campbell Lien/Parcel 51 (NG).
David reviewed lien issue and his 1/10/03 E-mail memo to GLA board about it. (attached) He explained that since the Church actually owns the land, the amount owed to GLA has changed and may be closer to $2,400. Cynthia noted that when Campbell's land was transferred to Church ownership, that the Church's finance department wasn't notified and therefore, it kept billing Campbell for assessments. Based on this new information, the Board discussed that GLA should clarify the actual amount owed. Cynthia also reported that the issue should be resolved in 30-90 days and GLA should receive payment at that time.
MOTION: JT motioned and Philip seconded to give Cynthia 90 days to resolve the Campbell/Church issue. Motion carried.
MOTION: Philip motioned and Robert seconded to correct GLA invoicing on Campbell/Church lien by forgiving the amount owed on assessments prior to September 1997--when the management of Glastonbury land and the amount due assessment information was transferred to the GLA. Motion carried.

4.1.2 Present Initial Year 2003 Budget Goals
David passed out "Proposed 2003 Budget," and Board proposed revisions. David noted the "Gift and donations" category is new--it is to tithe to non-profit organization(s); Board suggested the following budget changes:
a) Weed control: double the proposed amount,
b) Recreation Area: must be $5,000
c) Guard rails: check to see if expense will be covered in money that Church owes us,
d) Increase Master Plan budget to $2,500 to cover copying and mailing expenses.
e) Petty cash category may be removed.

4.2 Architecture Subcommittee: Robert Wallace/James Kozlik, Co-Chair

ACTION ITEM – Status of Caspari Way road. David reported we have received approval to name the new road "Caspari Way" from all but one of the landowners who are contiguous to the road. He also reported that GLA hasn't received a response from W. Smith to our January 23, 2003 letter and response to his project application for Caspari Way. Robert noted he spoke to Smith and invited him to come to GLA meeting to present his side of the issue.

Board agreed to write a letter to Judith Filbert to inform her that GLA has not received response

from William Smith to our January 23, 2003 that requests further road specifications for Caspari Way and which directs him to immediately place a barricade across Caspari road with a sign warning people that the road has not been approved and is unsafe for access. Remind Judith that if an accident occurs on this road, the Church may be liable because the GLA has already issued a written and verbal warning to both William and her and that GLA has clearly stated that it has not approved the road. Inform her if the barricade and sign are not put up in the next couple of days, the GLA will hire someone to do this and bill the Church for the expense.

ACTION ITEM – Status of Mr. Ranttalo's mobile home application
James Trisler 31-E (NG), who is Rantallo's neighbor, asked the Board about the status of a complaint he made to his realtor concerning Rantallo's mobile home and the junk around it. He also reported that Rantallo told him that he plans to keep his mobile home for a year. James wanted to know the GLA Board's position about the mobile home. David told James that GLA had not received his complaint from the realtor. He explained that GLA has not approved Rantallo's mobile home application. He also reviewed the GLA complaint procedures with James.

The board reviewed Rantallo's application for his mobile home and agreed that it was not complete or acceptable. It was noted that there is no clause in the Covenants that allows a person to use a mobile home for 1 year to build a construction office, but there is a clause that refers to having a mobile home to live in while a home is being constructed. The board noted that Rantallo's mobile home is not up to Glastonbury mobile home standards. Robert also confirmed that the mobile home and the junk around it is an eyesore.

MOTION: Philip Hoag motioned and Robert Wallace seconded to reject Rantallo's application for his mobile home which Rantallo wrote was a "temporary construction office only to be moved within 1 year as per the Covenants." GLA to write Rantallo and inform him that his application is not approved, that there is no clause in the Covenants allowing construction trailers on site, that his mobile home does not meet Glastonbury standards and that it must be removed in 30 days. Motion carried unanimously.

ACTION ITEM – Status of John Alexander's clean-up plan. David reported his conversation with Alexander about his property and that he needs to submit a written clean-up plan and a waiver to keep his mobile home. Alexander informed David that the bus was no longer on John's property, and it belonged to Jerome Tweedy, who moved it to a nearby property. Board agreed that GLA should write to Jerome Tweedy and give him 30 days to remove his abandoned bus or to submit a plan to remove it.

ACTION ITEM - Status of revisions to mobile home standards. No report.

ACTION ITEM – Status of sight distance for driveways in high SG. No report.

4.2 Road Committee: James Trisdale/Philip Hoag, Co-Chair

ACTION ITEM – Status report on receiving purchased road signs. Denise reported that the signs should be arriving within a week or two.

ACTION ITEM – Status on repair of Capricorn Drive. guardrail & washout. No report.

ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads. Denise reported we have received no response.

4.3 Complaint Committee: Charlotte Mizzi/Pamela May, Co-Chair

ACTION ITEM – Status of Complaint re:Rakela statues. Kathleen Rakela and her husband, Rik Pittendorfer, came to the meeting. They informed the board that Kathleen, not Rik, was the owner of the property and the statues. They presented their side of the story about the statues and compared the statues with other famous works of art. David informed Rakela that the complaint about their statues was no longer an issue for the GLA board to handle since the statues had been vandalized and destroyed.

During Rakela's presentation, the board made the following motion.
MOTION: Philip Hoag motioned and Robert Wallace seconded that the GLA Board of Directors condemns the act of vandalism on any property, including the vandalism of the statues on Kathleen Rakela's property and that it does not support this type of action. Motion carried with one abstention from Cynthia Blocker.

ACTION ITEM – Status of cleanup of Parcel 81 (SG)/ Hansard. David reported that GLA wrote to Hansard asking him to submit a written plan for clean-up of Parcel 81. Hansard wrote back and reported that he has been in the process of cleaning up the property for the last 3-4 months. David recently inspected Parcel 81 and reported there has been some change and that it appears that Hansard is in the process of cleaning up. He reported that GLA has written another letter to Hansard requesting that he send a plan for the clean-up of his parcel, listing dates.

ACTION ITEM – Status of Parcel 32 (NG)/Woodriff. David reported that we have received no response from Woodriff to our December 2002 letter. He proposed that we get pictures of the problem areas on her property; then ask if she would like to meet with the GLA board about her situation. If Woodriff doesn't want to meet, GLA will then hand the situation over to our attorney. Board agreed with David's proposal.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. (Chair), Orlando Johnson, Charlotte Mizzi & Pamela May. No report.

4.6 Recreation Committee: Robert Wallace, (Chair), Edward Anderson, Orlando Johnson, Janet Naclerio.

Robert reported that the Committee met January 20, 2003 and accomplished the following:

- Voted Robert Wallace as Committee Chair
- Formed subcommittees of Treasurer, Construction, Master Plan, Fund-raising, Youth Club, Web Site and Advertising
- Ian obtained an electrical contract
- Set the following goals for 2003: build a soccer field—to do that we have contacted 2 well drillers; build pump house-Powel Gelderloos said he would build; create underground irrigation system; and plant grass. Committee needs approximately $10,000 to accomplish this. (ie. $5,000 from GLA and $5,000 from previously received donations to the Recreation Committee).

Robert passed around 2002 pictures of preliminary plans for recreation area.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Weed Committee: James Trisdale/Philip Hoag, Co-Chair. No report.

4.9 Ombudsman Report: Richard Allen (SG) Richard Johnson (NG) No reports.

5. Other Business

6. Next Meeting and Adjournment

The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held March 3, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB020303	a) Board to approve proposed sign standards by e-mail. b) Send copy of sign standards and a sign application to Kathleen Rakela.
TR020303	Revise the budget proposal; send to board prior to March 3 meeting.
AR030303	Write letters to Judith Filbert, Rantallo, Alexander and Tweedy.
CP020303.1	Write the complainant (Brettschneider), about the status of clean-up on Parcel 81.
CP02030.2	Take pictures of the problem areas on Woodriff property; ask Woodriff if she would like to meet with the GLA board about her situation.

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

February 3, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**

3. **General Business**
   - 3.1 Selection of Committee Chairs
   - 3.2 GLA Standards/Procedures, status reports
     - 3.2.1. Architectural Standards
     - 3.2.2. Treasurer Standards/Procedures
     - 3.2.3. Elections Procedures

4. **Report of Officers and Committees.**
   - 4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
     - ACTION ITEM – Update on liens
     - 4.1.1 Status on Campbell Lien
     - 4.1.2 Present Initial Year 2003 Budget Goals

   - 4.2 **Architecture Subcommittee** - Robert Wallace - Co-chair
     - ACTION ITEM – Status of Caspari Way road
     - ACTION ITEM – Status of Mr. Ranttalo's mobile home application
     - ACTION ITEM – Status of John Alexander's clean-up plan
     - ACTION ITEM - Status of revisions to mobile home standards
     - ACTION ITEM – Status of sight distance for driveways in high SG

   - 4.3 **Road Committee** – Philip Hoag and JT Trisdale - Co-Chair
     - ACTION ITEM – Status report on receiving purchased road signs
     - ACTION ITEM – Status on repair of Capricorn Dr. guardrail & washout
     - ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads

   - 4.4 **Complaint Committee** – Charlotte Mizzi - Chair
     - ACTION ITEM – Status of Rakela/Pittendorfer re. statues
     - ACTION ITEM – Status of cleanup of Parcel 81 (SG), Hansard
     - ACTION ITEM – Status of Parcel 32 (NG), Woodriff

   - 4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr. - Chair; Orlando J., Charlotte M. & Pamela M.

   - 4.6 **Recreation Committee** – Edward A., Orlando J., Janet N., Robert W.
     - ACTION ITEM – Present plans for recreation land

   - 4.7 **Web Site Committee:** Edward Anderson - Chair
     - ACTION ITEM – Report on converting web site so it will handle advertisements

   - 4.8 **Weed Committee:** Philip Hoag and JT Trisdale - Co-Chair

   - **4.9 Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5. **Other Business**
   - ACTION ITEM – Status of installing culvert at SG water reservoir

6. **Next Meeting and Adjournment**

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Average Income over last three Years					
	Deposit '00	Deposits '01	Deposits '02	**Average per**	
				Month	
Janurary	$ 1,635.95	$ 4,733.54	$ 1,718.69	**$ 2,696.06**	
Feburary	$ 10,067.00	$ 8,575.59	$ 2,372.82	**$ 7,005.14**	
March	$ 12,710.98	$ 10,606.23	$ 18,705.75	**$ 14,007.65**	
April	$ 8,961.37	$ 9,342.23	$ 13,407.99	**$ 10,570.53**	
May	$ 4,912.75	$ 5,574.91	$ 3,940.22	**$ 4,809.29**	
June	$ 717.98	$ 2,849.24	$ 2,031.80	**$ 1,866.34**	
July	$ 2,142.26	$ 4,527.35	$ 2,788.48	**$ 3,152.70**	
August	$ 4,450.95	$ 5,445.61	$ 4,799.15	**$ 4,898.57**	
September	$ 4,761.56	$ 1,503.09	$ 2,122.29	**$ 2,795.65**	
October	$ 4,035.76	$ 4,970.16	$ 5,343.76	**$ 4,783.23**	
November	$ 19,932.54	$ 3,905.31	$ 8,071.36	**$ 10,636.40**	
December	$ 1,841.17	$ 3,652.55	$ 11,663.43	**$ 5,719.05**	
TOTAL	$ 76,170.27	$ 65,685.81	$ 76,965.74	**$ 72,940.61**	Average Per Yr

GLA
P.O. Box 312
Emigrant, MT 59027

1-3-03

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

ITEM DESCRIPTION	AMOUNT Subtotal	AMOUNT Total	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals	YEAR 2002 TOTALS Footnotes
Income		**94,062**		**70,771.20**	
General Income	**5,150**	5,150			
Donations	0		0.00		
Church, for Pavement Loan	2,550		2,554.46		
Finance charges	500		502.26		
Interest Income	2,100		2,302.50		
Assessments	**88,912**	88,912	**70,771.20**	70,771.20	
Land assessments:	**56,916**		**43,272.79**		
Pre-2001	1,900		1,687.98		Pre-2000
2001	1,500		1,554.99		2000
2002	6,290 *		4,881.97		2001
2003	36,936 *		32,207.85		2002
GAV	10,290 **		2,940.00		2002
Dwelling assessments:	**30,496**		**24,883.71**		
Pre-2001	1,200		1,687.98		Pre-2000
2001	1,000		1,010.01		2000
2002	5,400 *		2,837.63		2001
2003	22,896 *		19,348.09		2002
Late fees/Financial Chrges	**1,500**		**2,614.70**		
Expenses:		**94,062**		**79,268.91**	
Business Expenses	**7,225**	7,225	**5,530.96**	5,530.96	
Insurance	6,000		5,247.73		
Taxes	30		105.73		
Banking fees	25		12.50		
Licenses	30		30.00		
Rentals	140		135.00		
Gifts & donations	1,000		0.00		
Office Expenses	**2,250**	2,250	**2,382.21**	2,382.21	
Copying	500		464.00		
Postage	550		543.59		
Office Supplies	500		483.81		
Misc. Expenses	400		377.39		
Refreshments	300		263.42		
Petty cash account	?		250.00		
Professional Fees	**15,000**	15,000	**10,046.19**	10,046.19	
Accountant	100		85.00		
Bookkeeper	2,800		2,796.22		
Legal Council	2,000		1,126.19		
Secretary	7,000		5,548.28		
Treasuerer	300		322.50		
Manager	2,200		0.00		
Misc. Professional fees	300		0.00		

(See over)

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

Web Site		300		168.00	
Road Repairs & Maintenance		**48,900**	48,900	**48,938.66**	48,938.66
Loan payment		30,000		29,600.93	
Road Grading		12,000		11,737.50	
Road Maintainence		2,000		3,888.52	
Supplies		1,000		755.95	
Snow Removal	**3,900**	3,900		**2,955.76**	
Plowing	2,500			2,240.00	
Sanding	1,000			523.26	Less $5,000 for truck
Snow fences	400			192.50	
General Expenses		**3,400**	3,400	**3,003.61**	3,003.61
Cleanup Day		1,200		743.49	
Weed control		1,500		1,470.75	
Misc.		700		789.37	
Projects		**15,000**	15,000	**9,367.28**	9,367.28 Truck & Water Reservoir
Snow Plow		4,000			
Master Plan		1,000			
Guardrails		5,000			
Recreation Area		5,000			
Emergency Fund		2,287	2,287	0.00	0.00
Net Income			**0**		**-8,497.71**

Notes:

* Ninety Percent of the total outstanding 2002 and 2003 assessments

** Includes 2002 assessments not billed

2003-03-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 3, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Daniel Kehoe, Jr., James Kozlik, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Philip Hoag, Orlando Johnson
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Accountant)

2. **Reading and Disposition of the Minutes General Business**

- February 3, 2003

MOTION: Charlotte motioned and Pamela seconded to approve the February 3, 2003 meeting minutes as written. Motion carried.

3. **General Business**

3.1 GLA Standards/Procedures, status reports

3.1.1. Treasurer Standards/Procedures: In process.

3.1.2 Election Procedures: Denise presented rough draft to David to review.

3.1.3 Sign Standards: David reported that he and Dan worked on the Proposed Sign Standards as stated in the 2/3/03 Board Motion. He passed out a draft of the proposed sign standards and reviewed revisions and additions that had been made. Other members of the Board suggested and agreed upon additional changes to the draft.
MOTION: Dan motioned and Charlotte seconded to approve the Proposed Sign Standards as amended. Motion carried.

New Secretarial Procedure: David suggested and the Board agreed that the list of New Action Items from GLA Meetings be e-mailed to Board on the first Monday following each board meeting.

David told Board that at the next meeting he would like to show a 20 minute video concerning how to have effective meetings.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Checkbook Transactions for GLA February 2003."
Clare passed out "Balance Sheet As of March 3, 2003" and "Income & Expense Budget Overview, Feb. 1 – Mar. 3, 2003." It was noted that 2nd page of Income & Expense does not have totals.

File: MtgMins 03 03 03.doc
Draft(s); 3 10 03; 3 24 03; 3 31 03; 4 04 03-FINAL
Approved and Amended: 4 04 03

Cynthia reported to the Board the inconvenience of needing to have 2 signatures on GLA checks and proposed that only 1 signature be required for checks under $500.
MOTION: Cynthia Blocker motioned and James Trisdale seconded that GLA require only one authorized signature on checks written for amounts below $500. Two authorized signatures will still be required for checks written for amounts of $500 or more. Motion carried.

ACTION ITEM – Update on Liens. Cynthia passed out "List of Delinquent Accounts under $500.00" and "New Motion to Consider Regarding Lien Process and Procedures, (To supercede all previous motions and procedures), March 3, 2003." Cynthia proposed that the Board approve a trigger dollar amount on delinquent assessments that would start the lien process. Board discussed this subject at length.
MOTION: Cynthia motioned and Dan seconded that the trigger dollar amount that starts the lien process on delinquent assessments will be $250. Motion carried.
Amendment to the above motion: Whenever GLA notices that a property is for sale, the GLA Treasurer may file a lien on delinquent assessments less than $250. Motion carried.

Pamela proposed that landowners will be motivated to pay their assessments on time (i.e. January 31 of each year) if they received a discount when doing so.
MOTION: Pamela motioned and James K. seconded to give landowners a 5% discount on the amount of yearly assessments due when landowners pay their full assessments by January 31 of each year. Motion carried.

4.1.1 Status on Campbell Lien. Cynthia reported that past due assessments for Campbell lien have been paid and the issue is resolved.
David reported that although a parcel may have a lien on it, the parcel can still be subdivided. The full lien can then be placed on the subdivided lots and be paid when the first lot of that subdivision is sold.

4.1.2 Revised Year 2003 Budget. David passed out "Revised 2003 Budget" and discussed with the Board.
MOTION: James K. motioned and Charlotte seconded to approve "Revised 2003 Budget." Motion carried.

4.2 Architecture Subcommittee - Robert Wallace/James Kozlik, Co-chair

ACTION ITEM – Status of Caspari Way road. (NG).
a) David reported that William Smith met last week at the site and discussed drainage, the warning signs and guardrails; William and he are in agreement about putting up guardrails. William will look into using the cable guardrail system, which is for slower speeds and is less expensive. Board agreed that GLA should put up a warning sign on Caspari Way since W. Smith has not done so.

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Draft(s); 3 10 03; 3 24 03; 3 31 03; 4 04 03-FINAL
Approved and Amended: 4 04 03

b) David reported that Robert received a letter, dated 2/14/03, from the Church's attorney, Thad Huse, regarding "Caspari Way Safety Issues." He passed around a draft of his response to that letter, and the Board agreed that he should send it as written.

ACTION ITEM – Status of Mr. Ranttalo's mobile home application. GLA has received no response from Ranttalo regarding GLA's response to his application.

ACTION ITEM – Status of John Alexander's clean up plan. Denise reported that the GLA project applications, including waiver form, were sent to Alexander and that GLA has not received his response.

ACTION ITEM -- Status of revisions to mobile home standards. No report.

ACTION ITEM – Status of sight distance for driveways in high SG. No report. David commented that we need to resend some of the letters we originally sent to landowners in high SG.

Parcel 51 (NG) Subdivision /Deanna Campbell & Church Universal & Triumphant: The Board discussed the subdivision and was concerned about the utility easement running right next to a house.
MOTION: Charlotte moved and JT seconded to approve Parcel 51 (NG) Subdivision/Deanna Campbell & Church Universal and Triumphant with the condition that either GLA receives a good reason for the existing location of the utility easement or we (GLA) recommend that the easement be moved to within the subdivision road easement. Motion carried

Lot 2A (NG)/Marjorie Lombard Steel Building Project: The building is a 2-story shop/garage of galvanized steel Quonset hut type building on a concrete slab. Board discussed that the building's appearance may be a problem for various reasons. Review of her project was tabled.
MOTION: JT moved and James K. seconded that Dan talk to M. Lombard about special roof, shrubbery, neighbor's input about building, etc. Dan to report back at next meeting Motion carried.

4.3 Road Committee: Philip Hoag/James Trisdale (JT), Co-Chair

ACTION ITEM – Status on repair of Capricorn Drive guard rail & washout. Not completed. Repair is not expected until the end of March. JT reported that the rail has been damaged again.

Janet reported that the same area near the damaged guard rail on Capricorn Drive can be very icy and dangerous. Board discussed temporary solutions.
MOTION: Janet motioned and James K. seconded to immediately install a temporary guard cable and warning/caution signs on the Capricorn Drive-North entrance road for safety reasons. Motion carried.

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Draft(s); 3 10 03; 3 24 03; 3 31 03; 4 04 03-FINAL
Approved and Amended: 4 04 03

ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads. Tabled.

4.4 Complaint Committee: Charlotte Mizzi/Pamela May, Chair
ACTION ITEM – Status of K. Rakela Statue Issue. David reported that he received a postcard from Kathleen requesting GLA send a) attachments on the Smith's formal complaint about her statues (specifically neighbor's petitions and letters from Real Estate agents), b) the sign standards for Glastonbury and, c) a formal complaint form.
David reported that our attorney advised that we do not send Rakela the attachments to the Smith's complaint as the GLA Board is not taking any action on this complaint.
MOTION: Janet motioned and Dan seconded to send a letter to Rakela enclosing the sign standards, sign application and formal complaint form and stating that, on the advice of our attorney, we will not be forwarding the attachments to the Smith's complaint. Motion carried.

ACTION ITEM – Status of cleanup of Parcel 81 (SG)/ D. Hansard. No response yet to our request that he submit a plan as to when he will complete the clean up.

ACTION ITEM – Status of Parcel 32 (NG)/K. Woodriff. GLA received a letter from Kathleen today stating that a) she is lining up help to put up a roof , b) she has bought materials for roof, c) her contractor gave building plans to Eric Newhouse and he gave them to GLA secretary. Kathleen's letter did not address GLA's request in our Dec. 19, 2002 letter to her.

Board discussed possibly writing another letter to Woodriff. David proposed that Kathleen needs to clean up her area based on what the neighbor's believe is acceptable. JT reported 2 weeks ago he saw power lines leading from Woodriff's home to the tents she placed outside her home; he also sited personal belongings and duffle bags around tents which may indicate people are living in the tents. David & JT agreed to inspect tents and power lines and speak to Kathleen before we send another letter to her.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr., Chair; Orlando Johnson., Charlotte Mizzi, Pamela May. No report.

4.6 Recreation Committee: Robert Wallace, Chair; Edward Anderson, Orlando Johnson & Janet Naclerio. No report.

ACTION ITEM – Present plans for recreation land. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair. No report.
ACTION ITEM – Report on converting web site so it will handle advertisements. Tabled.

4.8 Weed Committee: James Trisdale /Philip Hoag, Co-Chair. No report.

File: MtgMins 03 03 03.doc
Draft(s); 3 10 03; 3 24 03; 3 31 03; 4 04 03-FINAL
Approved and Amended: 4 04 03

4.9 Ombudsman Report: Richard Allen(SG) Richard Johnson(NG) No reports.

5. Other Business.

ACTION ITEM – Status of installing culvert at SG water reservoir. No report.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held on April 7, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB030303.1 Denise to E-mail New Action Items to Board one week following each Board meeting.

GB030303.2 Bring TV/VCR to April meeting

GB030303.3 Chairs of GLA committees to bring a draft of their committee's responsibilities to April meeting.

TR030303.1 Clare to submit completed February "Balance Sheet" and "Income & Expense Budget Overview" reports to Cynthia and David. In the future, these reports probably should list data up through the end of the previous month, rather than data up to the day of the board meeting.

TR030303.2 Denise to send our bank the Board motion re: new policy regarding one signature for checks below $500.

AR030303.1a Cynthia to make sign for Caspari Way. Dan Blocker to post.

AR030303.1b David to send letter (as amended) to Thad Huse.

AR030303. 2 David to call J. Alexander

AR030303.3 At appropriate time, notify landowners of 5% discount on the amount of yearly assessments due when they pay their full assessments by January 31 of each year.

AR030303.4 Denise to send approval form w/stipulations to William Smith and Church re:

File: MtgMins 03 03 03.doc
Draft(s); 3 10 03; 3 24 03; 3 31 03; 4 04 03-FINAL
Approved and Amended: 4 04 03

Campbell Subdivision with cc's to Park County and Clare. GLA requests a response regarding approval with conditions.

AR030303.5 Daniel to call M. Lombard regarding her project application.

RD030303.2 Install warning/caution sign and temporary safety cable on Capricorn.

CP030303.1 Janet to send letter with complaint form, new sign standards and sign application form to K. Rakela.

CP030303.3 David and JT to speak with K. Woodriff & inspect her property.

File: MtgMins 03 03 03.doc
Draft(s): 3 10 03; 3 24 03; 3 31 03; 4 04 03-FINAL
Approved and Amended: 4 04 03

2003-03-03_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

March 3, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - February 3, 2003

3. **General Business**
   3.1 GLA Standards/Procedures, status reports
      3.1.1. Treasurer Standards/Procedures
      3.1.2. Elections Procedures

4. **Report of Officers and Committees.**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
      ACTION ITEM – Update on liens
      4.1.1 Status on Campbell Lien
      4.1.2 Revised Year 2003 Budget

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
      ACTION ITEM – Status of Caspari Way road
      ACTION ITEM – Status of Mr. Ranttalo's mobile home application
      ACTION ITEM – Status of John Alexander's clean up plan
      ACTION ITEM - Status of revisions to mobile home standards
      ACTION ITEM – Status of sight distance for driveways in high SG

   4.3 **Road Committee** – Philip Hoag and JT Trisdale, Co-Chair
      ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
      ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
      ACTION ITEM – Status of Rakela/Pittendorfer re. statues
      ACTION ITEM – Status of cleanup of Parcel 81 (SG), Hansard
      ACTION ITEM – Status of Parcel 32 (NG) Woodriff

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair

   4.6 **Recreation Committee** – Edward Anderson, Orlando Johnson, Janet Naclerio, Robert Wallace
      ACTION ITEM – Present plans for recreation land

   4.7 **Web Site Committee:** Edward Anderson, Chair
      ACTION ITEM – Report on converting web site so it will handle advertisements

   4.8 **Weed Committee:** Philip Hoag and JT Trisdale, Co-Chair
   4.9 **Clean-up Committee:** Philip Hoag & Charlotte Mizzi, Co-Chair

   4.10 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5 **Other Business**
      ACTION ITEM – Status of installing culvert at SG water reservoir

6 **Next Meeting and Adjournment**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

ITEM DESCRIPTION	AMOUNT Subtotal		AMOUNT Total	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals	YEAR 2002 TOTALS Footnotes
Income			**90,262**		**67,896.49**	
General Income	**3,050**		3,050			
Church, for Paving Loan	2,550			2,554.46		
Interest Income	500			552.50		
Misc. Income	100			(389.54)		
Sanitation Bond Acct.	100			1,750.00		
Assessments	**87,212**		87,212	**67,896**	67,896	
Assessments Prior to 1998	100			220.00		
Dwelling assessments 1998	100					
Dwelling assessments 1999	300			350.50		1998
Dwelling assessments 2000	800			857.47		1999
Dwelling assessments 2001	1,000			1,010.01		2000
Dwelling assessments 2002	5,400	*		2,837.63		2001
Dwelling assessments 2003	22,896	*		19,348.09		2002
Golden Age Village	10,290	**		2,940.00		
Land assessments 1998	100					
Land assessments 1999	500			590.50		1998
Land assessments 2000	1,000			1,097.48		1999
Land assessments 2001	1,500			1,554.99		2000
Land assessments 2002	6,290	*		4,881.97		2001
Land assessments 2003	36,936	*		32,207.85		2002
Assess. Late Fees/Finance Chrges	**2,500**		2,500	**3,116.96**	3,116.96	
Financial Chrges	2,000			2,614.70		
Five Percent Penalties	500			502.26		
Expenses:			**90,262**		**77,523.78**	
Business Expenses	**8,900**		8,900	**6,748.46**	6,748.46	
Banking fees	30			12.50		
Gifts & donations	1,000			0.00		
Insurance	6,000			5,247.73		
Licenses	30			30.00		
Lien Filing	600			967.50		
Rentals	140			135.00		
Sanitation Bond Refunds	1,000			250.00		
Taxes	100			105.73		
Office Expenses	**2,250**		2,250	**2,420.15**	2,420.15	
Copying	500			464.00		
Postage	550			543.59		
Office Supplies	500			483.81		
Misc. Expenses	400			390.33		
Refreshments	300			263.42		
Petty cash account	0			275.00		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

Professional Fees		**15,100**	15,100	**10,046.19**	10,046.19	
Accountant		100		85.00		
Bookkeeper		2,800		2,796.22		
Legal Council		2,000		1,126.19		
Manager		3,500		0.00		
Misc. Professional fees		100		0.00		
Secretary		6,000		5,548.28		
Treasuerer		300		322.50		
Web Site		300		168.00		
Road Repairs & Maintenance		**49,400**	49,400	**45,938.09**	45,938.09	
Loan payment		30,000		29,600.93		
Misc. Road Maintainence		2,000		3,205.12		
Misc. Supplies		1,000		871.28		
Road Grading		12,000		11,737.50		
Sanding	1,500	**4,400**		523.26		
Snow Plowing	2,500			2,923.40		
Snow fences	400			192.50		
General Expenses		**4,500**	4,500	**3,003.61**	3,003.61	
Cleanup Day		1,200		743.49		
Equipment Repair & Maint.		300				
Miscellaneous		500		789.37		
Weed control		2,500		1,470.75		
Misc. Projects		**10,000**	10,000	**9,367.28**	9,367.28	Truck & Fire Pond
Snow Plow		1,000				
Master Plan		1,000				
Guardrails		3,000				
Recreation Area		5,000				
Emergency Fund		**112**	112	0.00	0.00	
Net Income			**0**		**(9,627.29)**	

Notes:

* Ninety Percent of the total outstanding 2002 and 2003 assessments

** Includes 2002 assessments not billed

103

Glastonbury Landowners Association
Board Member Proxy Notification

I, Pamela May,

give my proxy to Cynthia Blocker

for the GLA Board of Directors Meeting on March 7, 2003.
date

Pamela May
signature

3-4-03
date

Proxy

I Philip Hoag give my vote to Daniel Kehoe Jr. in my absence.

Philip J Hoag

3/1/03

NEW MOTION TO CONSIDER
REGARDING LIEN
PROCESS AND PROCEDURES
(To supercede all previous motions and procedures)
March 3, 2003

Motion to make the trigger dollar amount that starts the lien process on delinquent assessments be $250.00 as of January 1st.

Beginning January 2004 if payment of assessments is paid by January 31st in full landowner can take a 5% discount.

Motion passed 3/3/03

Process includes:

3.2.1 1) Addresses and ownership confirmed-starts with first list prepared Oct 31st.

3.2.2 2) Reminder Notice mailed and payment plan is offered. Sent by mid-November. (Form-reminder of Delinquent Assessments.doc)

3.2.1 3) If a landowner owes more than $50.00 in assessments, a Special half/payment plan is offered to allow people to vote. Half due at elections and balance due by March 31st of following year. Must be signed. (Form-Agreement to pay half-voting purposes.doc)

3.2.1 4) December 1st of each year a courtesy letter indicating that penalties and interest will be charged after January 1st. **"Have you forgotten" notice. Letter to be developed as yet.**

3.2.2 5) Final Notice of Delinquent Assessment Payment and 60 day notice of filing lien.-an extension agreement or payment plan offered. Property owner must contact treasurer. Sent as soon as possible after January 15th. Process took about 60 days to file liens after this second notice. Enclose a copy of statement from bookkeeper. (form-Final Notice-60 Day Notice of Filing Lien.doc)

3.2.2 6) Final Notice of Delinquent Assessment Payment and Notice of Claim of Lien-letter offers 10% discount if paid within 60 days. (Form-Lien Letter, Notice of Claim of Lien.doc)

3.2.3 7) If payment is received send thank you letter and notice of Lien Release coming within 30 days.(Form-Release of Lien)

3.2.2 8) File lien release within 30 days of payment. Mail copy to landowner.

Other Procedures that have been standardized

3.2.1 9) We will send out invoices 5 times per year. January 15th, April 1st, July 1st, October 1st and December 1st. Due date for each quarterly payment will be the last day of the Month-Jan 31st, April 30th, July 31st, and Oct. 31st. December 1st will be a **reminder notice** (yet to be developed) instead of a statement with the FYI notice.

C:\Documents and Settings\cblocker\Local Settings\Temporary Internet Files\OLK10\NEW MOTION TO CONSIDER-lien procedures.doc

3.2.1 10) Final due date for all assessments on quarterly or monthly basis is October 31st of a given year. (Grace period between October 31st and January 1st.)

3.2.1 11) We will not longer add other flyers to memos with the Statements as it has caused the invoice to go out late.

3.2.1 12) Penalties and interest will be applied to the accounts that have not paid previous years assessments on January 10th mailed on the 15th of January.

3.2.1 13) We affirmed that assessments are due January 31st, unless the owner pays on the four equal payment plan basis and we will accept monthly payments even though they are not mentioned as an option in the covenants.

3.3.0 14) We will receive a report from the Parkers showing how the individual parcels are assessed to compared with our database yearly or twice yearly.

3.3.0 15) Make all subdivisions and final architectural applications copied not only for the file, but to cc Clare Parker as a normal practice and procedure.

3.3.0 16) Clare will print for the Treasurer monthly a Customer Contact list with the amounts owing.

3.1.2 17) Parkers will provide GLA with a disk or floppy of the database once per year. December 31st of any given year was the date chosen to do this. GLA will keep in the safety deposit box. Parkers weekly save the database off site for protection of the information as a normal practice.

3.3.0 18) Clare Parker to provide the Income & Expense Statement for Tax purposes as soon as possible after December 31st. Needed for Tom Shellenberg to prepare tax statements for Federal and State.

3.1.2 19) At the end of each year Treasurer to turn over all paid invoices and bank statements to secretary.

3.2.1 20) Verified that GLA can legally charge 1.5% interest compounded monthly. We are charging 18% interest compounded yearly at this current time. Difference is only about 1% between compounded monthly or yearly.

2003-04-07_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 7, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. James Kozlik gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, and Orlando Johnson
   ABSENT: Edward Anderson, Philip Hoag, Pamela May, James Trisdale (JT)
   PROXIES: Edward Anderson to Robert Wallace, Pamela May to Cynthia Blocker
   ALSO ATTENDING: Denise Orr (GLA secretary), Marjorie Lombard (landowner)

2. **Reading and Disposition of the Minutes General Business**
   March 3, 2003
   MOTION: Dan, Jr. motioned and Charlotte seconded to approve the 3/3/03 meeting minutes as amended. Motion carried.

3. **General Business**

   3.1 GLA Standards/Procedures, status reports. David reported that he met with Janet and Denise to draft secretarial standards/procedures. Denise is finalizing election standards.

4. **Report of Officers and Committees**

Charlotte suggested that we change the order of meeting agenda items—i.e. after the Treasurer's report, first discuss Old Business items and second discuss New Business items, which would include new items that are brought to the meeting.

4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "Check Book Transactions for March 2003," "Balance Sheet as of 3/31/03" and "Income and Expense Budget Overview, March 2003."

Board discussed that the cost of snowplowing is over-budget. Cynthia to research.

ACTION ITEM – Update on liens. Cynthia reported no liens have been filed in the past month. She passed out "Cost of Filing a Single Lien" (attached), which itemizes GLA's $50 lien charge to a variety of expenses involved with the cost of filing one lien. GLA actually spends $50.70 each time it files a lien

4.2 Architecture Subcommittee - Robert Wallace, Co-chair

ACTION ITEM – Status of Caspari Way road. David reported that the warning sign on Caspari Way is set up at the wrong location.

File: MtgMins 04 07 03 .doc
Draft(s); 4/15/03; 4/22/03; 4/29/03; 5/5/03
Approved and Amended: 5/5/03 - FINAL

ACTION ITEM – Status of Paul Rantallo's mobile home application. The Board discussed that the mobile home has not been removed.

MOTION: Charlotte moved and Cynthia seconded to send a letter to Paul informing him that his mobile home must be removed within 30 days or GLA will seek injunctive action and a court order. Reminder that he needs permission from his neighbor(s) before he moves his trailer across their land and that he will be responsible for repairing any damages this move may cause. Motion carried.

ACTION ITEM - Parcel 3A (NG)/M. Lombard, Steel Building. Dan, Jr. reported he had discussed the Board's concern about her proposed building. Marjorie and the Board discussed other potential locations, etc. Marjorie informed the Board that she decided not to go forward with this project and for the time being was withdrawing her building application.

ACTION ITEM - Status of the mobile home on Parcel 5 (NG)/Daniel & Valerie O'Connell. Board discussed that Philip told owners last year that the home was not approved and needs to be removed.

MOTION: James Kozlik motioned and Orlando seconded that we write to Daniel & Valerie O'Connell and inform them that they need to move their mobile home off of Parcel 5 (NG) within 30 days. Motion carried.

ACTION ITEM – Status of John Alexander's clean up plan. David was not able to reach John. Denise to call John.

ACTION ITEM - Jerome Tweedy bus on or near John Alexander's land. Board discussed that J. Tweedy has not removed his abandoned bus within the 30 days we previously gave to him in our letter of 2/10/03. Board agreed that we should write to him again and inform him that if he doesn't remove it, we will contact the County to remove it.

ACTION ITEM – Status of Parcel 51 (NG) Subdivision. David reported William Smith responded to GLA's conditional approval of the subdivision by informing him that the easement in question was an existing easement for power and telephone lines. David informed William that GLA therefore approved the subdivision and sent a written final approval to William, the Church and cc'd the County.

Buried Culvert on Venus Way: Charlotte reported a safety issue--David Otis told her that the culvert below the reservoir (which contains 200,000 gallons of water) between 63 & 37 (NG) has been covered or taken out. Board discussed the safety issues involved and that P. Rantallo may be responsible for this action.

MOTION: Charlotte motioned and Robert seconded to send P. Rantallo a letter asking if he covered the culvert or if he has removed it. Inform Paul that if this is the case, a) Paul is responsible for putting the culvert back within 30 days, b) he should submit a plan as to how and when he will handle this,

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Draft(s); 4/15/03; 4/22/03; 4/29/03; 5/5/03
Approved and Amended: 5/5/03 - FINAL

c) until the culvert is repaired, he is responsible for any damage that may occur to other landowner's property and the road. Motion carried.

Lot 6-B1 (NG)/Audra Christopher, Chicken Coup with Yard.
MOTION: Dan, Jr. motioned and Robert seconded to accept the plans for the Lot 6-B1 (NG)/Audra Christopher shed.

Lot 10-D (NG)/Christin Dhieux-Bray, Garden Shed/Chicken Coop.
James K. reported that the Architectural Subcommittee approved the shed and gave Christin verbal approval. Still need to send written approval.

4.3 Road Committee – Philip Hoag and JT Trisdale, Co-Chair

ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout. Temporary repair to guardrail done. Still waiting for contractor to complete.

ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads. Denise reported she received the new address for the Matthew's and that a new letter will be sent to them. We have received no response from Goodman. Board agreed Philip should call Goodman about this matter.

Virgo Way, SG: - David reported problem on Virgo Way that occurs each spring. The reason for the problem is that the spring under a part of the road thaws out and softens the road making it dangerous. The solution is to dig up the road, put in gravel and drain water from under road, but this is not currently in our budget. James to contact Eric Newhouse to get a bid and to contact David.

4.4 Complaint Committee – Charlotte Mizzi – Chair

ACTION ITEM – Status of Rakela re. statue issue. David reported that Rakela has asked to receive attachments to the Smith's formal complaint. On advice from our attorney we declined; David sent a letter of response on 3/23/03.

ACTION ITEM – Status of cleanup of Parcel 81 (SG)/Hansard. Denise reported that we have received no response from Hansard re: clean-up plan details. Denise presented a draft of a new letter to Hansard and David, Janet and James K. agreed that it should be sent.

ACTION ITEM – Status of Parcel 32 (NG)/ K. Woodriff. David reported that he and Pamela visited Kathleen in her home on 3/24/03 and he spoke with her on the phone on 4/4/03. He passed out and reviewed with the Board his 3/24/03 memo and his 4/4/03 letter to Kathleen that recounted what he had told her in the meeting and phone conversation—the bottom line being that Kathleen must submit a cleanup plan and an architectural building application within 10 days of the 3/24/03 memo or

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submit a request for a 30-day extension. David reported that Kathleen has not responded within the requested 10 days. The Board agreed that if GLA receives no response from her in the next few days, t we should hand the matter over to our attorney.

Kathleen Rakela Complaint re: William Smith's Real Estate Signs. David passed out copies of the complaint. Board discussed.
MOTION: James Kozlik motioned and Janet seconded that GLA should write William Smith regarding the formal complaint from Rakela and a) enclose copy of complaint b) include the GLA Sign Standards document, c) include a GLA sign application and request that he complete it and submit to the GLA. Send separate letter to Rakela that includes a copy of our letter to Smith and a cover letter explaining that GLA cannot, however, handle the portion of her complaint about the sign that is on county property because it is out of our jurisdiction. Motion carried.

4.5 Land Use Master Plan Committee - Daniel Kehoe, Jr., Co-chair. No report. Daniel reported that his committee would have meeting (Charlotte's home, April 28, 7 pm) concerning the revision of the Master Plan and then present their proposal to the Board.

4.6 Recreation Committee – Robert Wallace – Chair

ACTION ITEM – Present plans for recreation land.
Robert reported that a master plan will be presented to the board at the May meeting. He also reported that a representative from Home Depot, who budgets money for donations, came to a recent committee meeting and gave suggestions as to how the committee could acquire donations. Robert reported the progress on the soccer field: a well, pump and piping are being purchased for wholesale prices and local residents are donating free labor. Robert stated that the committee may be short $1,400 to proceed with installing an irrigation system.
MOTION: Charlotte motioned and Dan, Jr. seconded to approve that GLA could loan the Recreational Committee $1,400 for installing an irrigation system, if needed. This loan would need to be repaid to the GLA in 6 months with no interest. Motion carried.

4.7 Web Site Committee - Edward Anderson, Chair
OLD ACTION ITEM – Report on converting web site so it will handle advertisements. No report.
David reviewed a number of items that he will ask the Website Committee to research and decide upon.

4.8 Weed Committee: James Trisdale /Philip Hoag, Co-Chair. No report.

4.9 Ombudsman Report: Richard Allen(SG) Richard Johnson(NG) No reports.

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Draft(s); 4/15/03; 4/22/03; 4/29/03; 5/5/03
Approved and Amended: 5/5/03 - FINAL

4.10 Clean-Up Committee: Charlotte Mizzi/Philip Hoag, Co-Chair.
Charlotte proposed and the Board agreed to have Spring Clean-Up Days (where we bring in green roll offs) on May 17 & 18 in North Glastonbury and on May 24, 25 & possibly 26 in South Glastonbury.

5. Other Business

NEW ACTION ITEM—Status of installing culvert at SG fire pond/reservoir. Done. However. There is water flowing off top of pond and culvert and going on to other landowners' property. Board discussed landscaping and safety issues re: pond.

6. Next Meeting and Adjournment
The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held on May 5, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB040703 David to meet with Architectural Subcommittee and Weed Committee to discuss the standards/procedures for each committee.

TR040703 Cynthia to research if some of the costs of sanding and driving the truck have been mistakenly placed under "snowplowing" instead of "sanding." Also will check if there are some costs listed under "snowplowing" that should be listed under road grading. **Done**

AR040703.1 Denise to send letter to P. Rantallo regarding the removal of his mobile home. **Done.**

AR040703.2 Denise to send letter to P Rantallo regarding the covered culvert issue. **Done.**

AR040703.3 Denise to send letter to O'Connel's regarding the removal of their mobile home. **Done.**

AR040703.4 Denise to call J. Alexander regarding his clean-up plan. **Done.**

AR040703.5 Denise to draft letter to J. Tweedy regarding the removal of his bus. **Done.**

AR040703.6 Denise to send shed approvals to A. Christopher and C. Dhieux-Bray. **Done.**

RD040803.1 Dan Blocker to move sign on Gemini Rd. to proper location on Caspari Way. Also report if there is a Caspari Way sign posted.

RD040703.2 JT to be on location with contractor when guardrail is repaired on Capricorn. Save cable and chain, etc.

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RD040703.3 David and JT to determine where other guardrails are needed in Glastonbury.

RD040703.4 Philip to call Mr. Goodman about his response to December letter re: use of GLA roads.

RD040703.5 James K. to call Eric N. about bid to repair SG road that becomes soggy during the spring thaw; also ask Eric to call David for details.

CP040703.1 Denise to send final draft of letter (for Charlotte to sign) to Hansard. **(Done.)**

CP040703.2 David to bring K. Woodriff complaint issue to attorney.

CP040703.3 Denise to draft letter (for Charlotte to sign) to W. Smith re: Rakela sign complaint and cc to Rakela. Draft a separate letter to Rakela. **Done.**

WB040703.1 David to give Edward a list of website items to research. Also ask him about placing GLA database on secure website

WB040803.2 Dan to talk to Edward concerning the GLA website.

CU040703 Charlotte to organize Spring Clean-Up Days in NG & SG.

OB040703.1 Orlando to talk to a real estate company in Bozeman (with specialized liability insurance) about SG fire pond safety issue (i.e. putting up a 6 ft. chain-link fence around pond, a "No Trespassing" sign and a rope ladder inside the reservoir).

OB040803.2 David to talk to attorney about his recommendation about SG fire pond safety issue (i.e. putting up a 6 ft. chain-link fence around pond, a "No Trespassing" sign and a rope ladder inside the reservoir).

OB040803.3 David to talk to JT and Dan Blocker about lowering outlet of SG fire pond and landscaping. Also ask Dan to call fishery to ask recommendations for the type of fish we should put in pond. **Done.**

OB040703.4 Cynthia to inform Kistharts that we are investigating SG fire pond issue. **Done.**

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Approved and Amended: 5/5/03 - FINAL

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Glastonbury Landowners Association
Board of Directors Meeting Agenda
April 7, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - March 3, 2003

3 **General Business**
3.1 GLA Standards/Procedures, status reports

4 **Report of Officers and Committees.**
4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
ACTION ITEM – Update on liens

4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
ACTION ITEM – Status of Caspari Way road
ACTION ITEM – Status of Paul Ranttalo's mobile home application
ACTION ITEM – Status of John Alexander's clean up plan
ACTION ITEM – Status of Parcel 51 (NG) Subdivision
Lot 6-B1 (NG)/Audra Christopher, Shed
Lot 10-D (NG)/Christin Dhieux-Bray, Shed

4.3 **Road Committee** – Philip Hoag and JT Trisdale, Co-Chair
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads

4.4 **Complaint Committee** – Charlotte Mizzi - Chair
ACTION ITEM – Status of Rakela/Pittendorfer re. statue issue
ACTION ITEM – Status of cleanup of Parcel 81 (SG)/Hansard
ACTION ITEM – Status of Parcel 32 (NG)/ Woodriff

4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair

4.6 **Recreation Committee** – Robert Wallace - Chair
ACTION ITEM – Present plans for recreation land

4.7 **Web Site Committee** - Edward Anderson, Chair
ACTION ITEM – Report on converting web site so it will handle advertisements

4.8 **Weed Committee** - Philip Hoag and James Trisdale, Co-Chair

4.9 **Clean-up Committee** - Philip Hoag & Charlotte Mizzi, Co-Chair

4.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5 **Other Business**
ACTION ITEM – Status of installing culvert at SG water reservoir

6 **Next Meeting and Adjournment**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of March 31, 2003

	Mar 31, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	4,559.80
1st National Bank Savings	33,266.87
Total Checking/Savings	37,826.67
Accounts Receivable	
Accounts Receivable	93,939.96
Total Accounts Receivable	93,939.96
Other Current Assets	
Undeposited Funds	-120.00
Total Other Current Assets	-120.00
Total Current Assets	131,646.63
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**131,647.63**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	68,327.68
Net Income	51,592.43
Total Equity	-112,664.68
TOTAL LIABILITIES & EQUITY	**131,647.63**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
March 2003

	Mar 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	0.00	212.50	-212.50
Interest Income	0.00	41.66	-41.66
Misc. Income	0.00	8.33	-8.33
Sanitation Bond Account	0.00	8.33	-8.33
Total 1. General Income	0.00	270.82	-270.82
2. Assessments			
Assessments prior to 1998	40.00	8.33	31.67
Dwelling Assessment 1998	0.00	8.33	-8.33
Dwelling Assessment 1999	0.00	25.00	-25.00
Dwelling Assessment 2000	20.00	66.66	-46.66
Dwelling Assessment 2001	15.00	83.33	-68.33
Dwelling Assessment 2002	70.00	450.00	-380.00
Dwelling Assessment 2003	1,120.00	1,908.00	-788.00
Golden Age Village Assessment	0.00	857.50	-857.50
Land Assessment 1998	120.00	8.33	111.67
Land Assessment 1999	120.00	41.66	78.34
Land Assessment 2000	195.00	83.33	111.67
Land Assessment 2001	135.00	125.00	10.00
Land Assessment 2002	310.00	524.16	-214.16
Land Assessment 2003	2,200.00	3,078.00	-878.00
Total 2. Assessments	4,345.00	7,267.63	-2,922.63
3. Late Fees/Finance Charges			
Finance Charges	423.70	166.66	257.04
Five Percent Penalty	32.00		
Total 3. Late Fees/Finance Charges	455.70	166.66	289.04
Total Income	4,800.70	7,705.11	-2,904.41
Expense			
A. Business Expenses			
1. Banking Fees	0.00	2.50	-2.50
2. Gifts & Donaitons	0.00	83.33	-83.33
3. Insurance	26.00	500.00	-474.00
4. Licenses	15.00	2.50	12.50
5. Lien Filing	213.50	50.00	163.50
6. Rentals	0.00	11.66	-11.66
7. Sanitation Bond Refunds	0.00	83.33	-83.33
8. Taxes	0.00	8.33	-8.33
Total A. Business Expenses	254.50	741.65	-487.15
B. Office Expense			
1. Copying	8.56	41.66	-33.10
2. Postage	31.50	45.83	-14.33
3. Office Supplies	233.84	41.66	192.18
4. Misc. Expenses	0.00	33.33	-33.33
5. Refreshments	0.00	25.00	-25.00
6. Petty Cash Account	0.00	25.00	-25.00
Total B. Office Expense	273.90	212.48	61.42
C. Professional Fees			
1. Accountant	0.00	8.33	-8.33
2. Bookkeeper	0.00	233.33	-233.33
3. Legal Council	0.00	166.66	-166.66
4. Manager	578.58	183.33	395.25
5. Misc. Professional Fees	0.00	8.33	-8.33
6. Secretarial	0.00	500.00	-500.00
7. Treasurer	0.00	25.00	-25.00
8. Web Site	225.00	25.00	200.00
Total C. Professional Fees	803.58	1,149.98	-346.40

GLA 01349

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
March 2003

	Mar 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	0.00	2,500.00	-2,500.00
2. Misc. Road Maint.	0.00	166.66	-166.66
3. Misc. Supplies	0.00	83.33	-83.33
4. Road Grading	0.00	1,000.00	-1,000.00
5. Sanding	0.00	125.00	-125.00
6. Snow Plowing	3,235.00	208.33	3,026.67
7. Snow Fences	0.00	33.33	-33.33
Total D. Road Repairs & Maintenance	3,235.00	4,116.65	-881.65
E. General Expenses			
1. Clean-up Day	0.00	100.00	-100.00
2. Equipment Repair & Maint.	0.00	25.00	-25.00
3. Miscellaneous	0.00	41.66	-41.66
4. Weed Control	0.00	125.00	-125.00
Total E. General Expenses	0.00	291.66	-291.66
F. Misc. Projects			
1. Snow Plow/Sander Truck	0.00	333.33	-333.33
2. Master Plan	0.00	83.33	-83.33
3. Guardrails	1,261.59	250.00	1,011.59
4. Recreation Area	0.00	333.33	-333.33
Total F. Misc. Projects	1,261.59	999.99	261.60
G. Emergency Fund	0.00	9.33	-9.33
Total Expense	5,828.57	7,521.74	-1,693.17
Net Income	**-1,027.87**	**183.37**	**-1,211.24**

Glastonbury Landowners Association, Inc.

P.O. Box 312, Emigrant, MT 59027

Sign Standards

1) All signs shall be commercially produced or professionally lettered, worded in "good taste" as solely determined by the Board of Glastonbury Landowners Association (no profanity or obscene language) and kept in good repair.

2) All signs, excluding "No Trespassing," "Private Property," "No Hunting" and "Posted" shall be less than 2x3 ft. "No Trespassing," "Private Property," "No Hunting," and "Posted" signs shall be no larger than 14- by 16-inches

3) Minimum distance between postings of "No Trespassing," "Private Property," "No Hunting" and "Posted" signs is 50 feet apart

4) Landowners must submit an application to the GLA Board and receive approval prior to posting sign(s) in the following instances:

a) When sign is business or advertising related, excluding Real Estate and For Sale signs

b) When landowner is planning to post more than 2 (two) Real Estate or For Sale signs

c) When sign size exceeds 2x3 feet

d) Traffic warning signs such as Beware of Dog, Children at Play, Horses, etc. Such signs shall be commercially made.

5) Realtors must collect their signs within 30-days after sale of property

6) Property Ownership Designated Signs (PODS) are signs of a personal nature such as owner(s) name, property name, or greeting that are done in "good taste" are permitted. PODS signs larger than 1- by 2-feet shall be professionally lettered. Signs smaller than 1- by 2-feet or of a temporary nature may printed by hand.

7) All signs must be posted out of the road easement, in a location that will not affect traffic safety or block road visibility and no closer than 5-feet from the road surface. No permanent sign may be posted on property other than ones personal property unless written permission has been obtained, a copy is sent to the GLA Board and is keep on file until the sign is removed.

8) Placement of all traffic signs shall be done under the authority of Glastonbury Landowners Association Board.

9) Temporary signs such as advertising of garage sales, announcements of an event or other similar activity are allowed and may be hand printed or made provided they are removed after 3 days of the event. Temporary signs may be only posted on lands where permission has been granted by the landowner. Signs in road easements, such as attached to street signs need the permission of GLA.

10) Applications for sign placements on property owned by a landowner other than the applicant shall also have the landowner's signature on the application.

-End-

SignStandards Final.doc
(Adopted by Board of Directors on 3/4/03)

COST OF FILING A SINGLE LIEN: Prepared 4-06-03 by Cynthia Blocker

File Lien:	$ 5.00
Release a lien	$ 5.00
Certified mail return receipt	$ 4.65
Trips to town to file-gas	$ 1.00
Prepare 2 notice letters	$12.00
Prepare lien and release	$12.00
Postage for three letters	$ 1.11
Long Distance calls, corrections, time discussing with landowner, additional postage for payment plan, research.	$10.00
TOTAL OUT OF POCKET	**$50.76**

Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on 4-7-03
date

Pamela Jr. May
signature

4-7-03
date

Glastonbury Landowners Association
Board Member Proxy Notification

I, Edward Anderson,

give my proxy to Robert Wallace

for the GLA Board of Directors Meeting on 4/7/03.
date

Edward J Anderson
signature

3/28/03
date

2003-05-05_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 5, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:10 p.m., at Golden Ratio Woodworks. The meeting officially opened at 7:40 p.m. after video. Edward gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson and Pamela May.
   ABSENT: James Trisdale, Philip Hoag PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**
   MOTION: Charlotte motioned and Pamela seconded to approve the April 7, 2003 meeting minutes as amended. Motion carried.

3. **General Business**
   3.1 Old Business. None
   3.2 New Business
   3.2.1. Video about how to conduct a successful meeting.

4. **Report of Officers and Committees.**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   William Smith Subdivision/Waiver Issue: Cynthia researched this issue. She reported that William Smith told her that when the GLA approved his subdivision in 2001, he requested a waiver on paying assessments on the lots he planned to sell and not develop. William stated he was told that the GLA granted him "a 2-year moratorium" on paying these assessments. Cynthia explained that our accountant was never informed about the subdivision and therefore did not bill William for the subdivided lots. Dan was on the Board in 2001 and stated the Board did not give final approval to Smith regarding this issue.

   The Board agreed that the GLA should a) ask William to send, in writing, his reasons for requesting a contractor's waiver; and b) invite him to our June meeting to present his side of the issue to the Board in person, if he chooses.

   The Board discussed that the GLA may want to allow landowners to postpone payment on each subdivided for-sale parcel until the parcel is sold. Assessment fee would not be waived, but would accumulate over time and be paid when a parcel is sold and could be taken out at the real estate settlement. Board to review at June meeting.

   ACTION ITEM: Sanding/Snow Plowing costs: Cynthia reported that the sanding/snow plowing costs recorded on the "April 2003 Income & Expense Report" is accurate.

   4.1.2. New Business.

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Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

Cynthia passed out "Check Book Transactions for April 2003," "Balance Sheet as of 4/30/03," "Income and Expense Budget Overview, April 2003," "List of Delinquent Accounts under $500" and "2003 List of Delinquent Assessments Over $250.00."

4.2 Architecture Subcommittee - Robert Wallace, Co-chair

4.2.1. Old Business

ACTION ITEM – Status of Caspari Way road. David reported that the GLA received a second letter from the Church attorney that offered to share the guard rail cost with the the GLA. David will review this issue and get back to the GLA Board. Pamela also reported that the County approved the name of "Caspari Way."

ACTION ITEM – Status of Mr. Ranttalo's mobile home application. Letter was sent.

ACTION ITEM – Status of John Alexander's clean-up plan. Denise reported that John was waiting to receive special forms from the GLA for his clean-up plan. She presented a draft of a clean-up form that could be sent to John.
MOTION: Dan motioned and Robert seconded to send the draft clean-up form and a waiver form to Alexander. Motion carried.

4.2.2. New Business

104 (SG) Driveway Site Distance Waiver Request/David Tonkin: David presented his request for the sight distance to the right of his driveway to be reduced to 150 feet. Board reviewed details
MOTION: Daniel motioned and James K. seconded to approve David Tonkin's request for the sight distance to the right of his driveway to be reduced to 150 feet. Motion carried.

4.3 Road Committee – Philip Hoag and JT Trisdale, Co-Chair

4.3.1. Old Business

ACTION ITEM – Status of repair of the Capricorn Drive guard rail & washout. David reported that the guard rail is still pending contractor's repair and that the washout problem needs to be handled. Incomplete.

ACTION ITEM – Status report on Mr. Matthew's and Mr. Goodman's response to GLA letter re: use of GLA roads. Denise reported letter to Matthews was Done. Will check with Philip about follow-up call with Goodman.

ACTION ITEM – Installation of signs. David to talk to Dan Blocker.

ACTION ITEM – Location of new guard rails. David reported that he and JT made a list of needed guard rails and will present at June meeting.

ACTION ITEM – Cost of repairing VirgoWay. Waiting for bid from Eric.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

4.3.2. New Business
Board discussed speed limits required for Hercules Road due to frequent curves and blind spots
MOTION: Dan motioned and James K. seconded that there should be a sign at the bottom of Hercules road that reads "25 mph speed limit. 15 mph on curves". Motion carried.

4.4 Complaint Committee – Charlotte Mizzi - Chair
4.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reviewed the main points in his letter re: Woodriff is being sent to Swindlehurst this coming week.

ACTION ITEM – Status of sign complaint by Rakela. Charlotte presented a sign application from William Smith; the Board reviewed application and agreed the sign meets the GLA standards.
MOTION: Dan moved and James K. seconded to approve William Smith's sign application Motion carried.

ACTION ITEM – Status of Exposing Culvert under Venus Way. Tabled.

4.4.2. New Business.
Jerome Tweedy's Abandoned Bus: Charlotte presented letter from Jerome that stated his plans to move his bus by the end of May.

4.5 Land Use Master Plan Committee - Daniel Kehoe, Jr., Co-chair.
4.5.1 Old Business. None.

4.5.2 New Business. None.
ACTION ITEM – Report on Master Plan (MP) meeting. Dan reported that (2 or 3?) people attended a recent meeting to work on the MP. The Standards were lifted out of the MP which shortens it to 26 pages. Dan to send Standards to David.

4.6 Recreation Committee – Robert Wallace - Chair
4.6.1 Old Business
ACTION ITEM – Present plans for recreation land. Robert passed out yellow map of Phase 1 of plans for the proposed recreational area.

David reported that our attorney, John Glover, is drafting Bylaws for PVRC and will complete draft in 2 weeks for a fee of $500.

MOTION: Dan motioned and Robert seconded to approve Phase 1 of the Recreational Master Plan as shown on yellow map. Motion carried.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

4.6.2 New Business

Fund Raising Meeting: Robert passed out PVRC letter that included an invitation to ribbon cutting ceremony at the PVRC site and fundraising campaign on 5/9/03. Board reviewed and agreed that the letter's statement, "donations are tax deductible," should be deleted until non-profit status application for PVRC is completed.

4.7 Web Site Committee - Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Report on converting web site so it will handle advertisements
Edward passed out a picture of GLA-MT.ORG website page and Board suggested changes/edits, including deleting Draft Master Plan and adding Standards. Edward responded to a list of questions that David posed in a memo regarding putting Real Estate ads on website. Board discussed criteria for realtors placing ads and keeping them on our website, including stipulation that they must inform GLA when they sell Glastonbury homes or property and pay a monthly or quarterly fee for their ads.

4.7.2 New Business. None.

4.8 Weed Committee - Philip Hoag and JT Trisdale, Co-Chair.

4.8.1 Old Business. None.

4.8.2 New Business. None

4.9 Clean-up Committee - Philip Hoag & Charlotte Mizzi, Co-Chair.

4.9.1 Old Business: May Clean-Up Days-Charlotte reported that she was having difficulty renting green roll offs for the dates originally planned and may have to choose alternate dates.

4.9.2 New Business. None.

4.9 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG). No report.

5. Other Business

5.1 Fire Reservoir.

5.1.1 Old Business

ACTION ITEM – Status of landscaping, lowering outlet, adding fish, adding a fence, obtaining attorney's and insurance people's opinion on need. David reported that the outlet of the reservoir had been lowered. David and Orlando to do further research on remaining issues.

5.1.2 New Business. None.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:00 p.m. with no further business. The next meeting will be held June 2, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

NEW ACTION ITEMS:

TR050503 .1 Ask William Smith to send, in writing, his reasons for requesting a waiver, and b) invite him to come to our June meeting if he would like to present his side of the issue to the Board in person.

TR050503.2 Dan to formulate questions for attorney regarding the GLA Board granting assessment variances on subdivided parcels and will send them to David.

AR050503.1 David to report to the GLA Board concerning recent letter from Church's attorney concerning sharing the cost of guard rails on Caspari Way.

AR050503.2 Denise to send clean-up form and a waiver form to J. Alexander. **Done.**

AR050503.3 Denise to send Board's project review approval to David Tonkin.

RD050503.1 Denise to contact Philip regarding follow up call to Mr. Goodman re: use of roads. **Done**

RD050503.2 David to talk to Dan Blocker re: installation of signs.

RD050503.3 JT to present list of needed guard rails at June meeting

RD050503.4 Waiting for bid from Eric for repairing Virgo Way.

RD050503.5 David & Dan to make changes to Road Standards

RD050503.6 David to research speed limit sign for Hercules Road. .

CP050503.1 Denise to send letter to Swindlehurst re: Woodriff issue. **Done.**

CP050503.2. Denise to send sign approval to W. Smith and copy to Rakela.

MP050503.1 Denise to e-mail new sign standards to Dan. **Done.**

MP050503.2 Dan to complete edits on Master Plan and send to David. **Done.**

MP050503.3 David to submit proposed changes to Bylaws and Covenants documents.

WS050503.1 Edward to incorporate Board's 5/5/03 suggestions for website page and e-mail to Board.

WS050503.2 Janet to draft a letter to realtors introducing our website ad offer.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

2003-05-05_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
May 5, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   April 7, 2003

3. **General Business**
   3.1 New Business
      3.1.1. Video of how to conduct a successful meeting

4. **Report of Officers and Committees.**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
      4.1.1. Old Business
      ACTION ITEM: Sanding/Snow plowing costs
      4.1.2. New Business

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
      4.2.1. Old Business
      ACTION ITEM – Status of Caspari Way road
      ACTION ITEM – Status of Mr. Ranttalo's mobile home application
      ACTION ITEM – Status of John Alexander's clean up plan
      4.2.2. New Business
      Review Tonkin's Waiver

   4.3 **Road Committee** – Philip Hoag and JT Trisdale, Co-Chair
      4.3.1. Old Business
      ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
      ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re: use of GLA roads
      ACTION ITEM – Installation of signs
      ACTION ITEM – Location of new guardrails
      ACTION ITEM – Cost of repairing Virgo Way
      4.3.2. New Business

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
      4.4.1. Old Business
      ACTION ITEM – Status of Parcel 32 (NG) Woodriff
      ACTION ITEM – Status of sign complaint by Rakela
      ACTION ITEM – Status of Exposing Culvert under Venus Way
      4.4.2. New Business

File: MtgAgenda050503a.doc

4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
4.5.1. Old Business
ACTION ITEM – Report on MP meeting
4.5.2. New Business

4.6 **Recreation Committee** – Robert Wallace - Chair
4.6.1. Old Business
ACTION ITEM – Present plans for recreation land
4.6.2. New Business
Fund Raising Meeting

4.7 **Web Site Committee** - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Report on converting web site so it will handle advertisements

4.8 **Weed Committee** - Philip Hoag and JT Trisdale, Co-Chair

4.9 **Clean-up Committee** - Philip Hoag & Charlotte Mizzi, Co-Chair

4.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business
5.1 Fire Reservoir
5.1.1. Old Business
ACTION ITEM – Status of landscaping, lowing outlet, adding fish, adding a fence (attorney's and insurance people's opinion on need of)
5.2 New Business

6. Next Meeting and Adjournment

File: MtgAgenda050503a.doc

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

05/05/03

Balance Sheet
As of April 30, 2003

	Apr 30, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,486.24
1st National Bank Savings	33,266.87
Total Checking/Savings	36,753.11
Accounts Receivable	
Accounts Receivable	84,661.39
Total Accounts Receivable	84,661.39
Total Current Assets	121,414.50
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**121,415.50**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	42,012.76
Total Equity	-122,896.81
TOTAL LIABILITIES & EQUITY	**121,415.50**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
April 2003

	Apr 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	0.00	212.50	-212.50
Interest Income	0.00	41.66	-41.66
Misc. Income	0.00	8.33	-8.33
Sanitation Bond Account	0.00	8.33	-8.33
Total 1. General Income	0.00	270.82	-270.82
2. Assessments			
Assessments prior to 1998	0.00	8.33	-8.33
Dwelling Assessment 1998	0.00	8.33	-8.33
Dwelling Assessment 1999	20.00	25.00	-5.00
Dwelling Assessment 2000	203.32	66.66	136.66
Dwelling Assessment 2001	0.00	83.33	-83.33
Dwelling Assessment 2002	714.77	450.00	264.77
Dwelling Assessment 2003	3,027.54	1,908.00	1,119.54
Golden Age Village Assessment	0.00	857.50	-857.50
Land Assessment 1998	0.00	8.33	-8.33
Land Assessment 1999	20.00	41.66	-21.66
Land Assessment 2000	216.68	83.33	133.35
Land Assessment 2001	240.00	125.00	115.00
Land Assessment 2002	714.77	524.16	190.61
Land Assessment 2003	4,823.38	3,078.00	1,745.38
Total 2. Assessments	9,980.46	7,267.63	2,712.83
3. Late Fees/Finance Charges			
Finance Charges	260.22	166.66	93.56
Five Percent Penalty	36.00		
Total 3. Late Fees/Finance Charges	296.22	166.66	129.56
Total Income	10,276.68	7,705.11	2,571.57
Expense			
A. Business Expenses			
1. Banking Fees	0.00	2.50	-2.50
2. Gifts & Donaitons	0.00	83.33	-83.33
3. Insurance	0.00	500.00	-500.00
4. Licenses	0.00	2.50	-2.50
5. Lien Filing	108.00	50.00	58.00
6. Rentals	0.00	11.66	-11.66
7. Sanitation Bond Refunds	0.00	83.33	-83.33
8. Taxes	0.00	8.33	-8.33
Total A. Business Expenses	108.00	741.65	-633.65
B. Office Expense			
1. Copying	0.00	41.66	-41.66
2. Postage	0.00	45.83	-45.83
3. Office Supplies	0.00	41.66	-41.66
4. Misc. Expenses	0.00	33.33	-33.33
5. Refreshments	0.00	25.00	-25.00
6. Petty Cash Account	0.00	25.00	-25.00
Total B. Office Expense	0.00	212.48	-212.48
C. Professional Fees			
1. Accountant	0.00	8.33	-8.33
2. Bookkeeper	0.00	233.33	-233.33
3. Legal Council	277.50	166.66	110.84
4. Manager	778.97	183.33	595.64
5. Misc. Professional Fees	0.00	8.33	-8.33
6. Secretarial	804.00	500.00	304.00
7. Treasurer	0.00	25.00	-25.00
8. Web Site	0.00	25.00	-25.00
Total C. Professional Fees	1,860.47	1,149.98	710.49

GLA 01364

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
April 2003

	Apr 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	0.00	2,500.00	-2,500.00
2. Misc. Road Maint.	0.00	166.66	-166.66
3. Misc. Supplies	0.00	83.33	-83.33
4. Road Grading	2,460.00	1,000.00	1,460.00
5. Sanding	0.00	125.00	-125.00
6. Snow Plowing	385.00	208.33	176.67
7. Snow Fences	0.00	33.33	-33.33
Total D. Road Repairs & Maintenance	2,845.00	4,116.65	-1,271.65
E. General Expenses			
1. Clean-up Day	0.00	100.00	-100.00
2. Equipment Repair & Maint.	0.00	25.00	-25.00
3. Miscellaneous	742.70	41.66	701.04
4. Weed Control	0.00	125.00	-125.00
Total E. General Expenses	742.70	291.66	451.04
F. Misc. Projects			
1. Snow Plow/Sander Truck	0.00	333.33	-333.33
2. Master Plan	0.00	83.33	-83.33
3. Guardrails	0.00	250.00	-250.00
4. Recreation Area	5,000.00	333.33	4,666.67
Total F. Misc. Projects	5,000.00	999.99	4,000.01
G. Emergency Fund	0.00	9.33	-9.33
Total Expense	10,556.17	7,521.74	3,034.43
Net Income	**-279.49**	**183.37**	**-462.86**

List of Delinquent Accounts under $ 500.00					
1/30/03				LATE PLUS	
Glastonbury Landowners Assoc.			LATE CHARGES	CURRENT CHARGE	
NAME	# 1 letter-Reminer sent	Pacel #	Due as of Dec 02	Bal as of Jan. 15th	Bal. As of Aril 30th
BHES Shelter-Marcia Wollerman (Suzanne Anderson-cc)	11/11/02	NG37D	$ 460.79	$ 580.79	$ 580.79
Thomas Germaine-cc	11/11/02	SG24	$ 448.66	$ 808.66	$ 743.40
Chalice Well/ James Shafer-verbal will pay	11/11/02	SG84	$ 299.17	$ 419.17	$ 419.17
Diaz, John	10/28/02	SG32B	$ 297.31	$ 537.31	$ 537.31
Pamela M. & Johan D.B Lindstrom	11/11/02	SG93A	$ 410.31	$ 595.31	$ 420.31
Hayward,Donald	11/11/02	SG35C	$ 457.69	$ 817.69	$ 817.69
Earth Home Properties-Newhouse, Craig	11/11/02	NG57E-1	$ 466.99	$ 586.99	$ 586.99
Patterson, Dewayne	11/11/02	NG37A	$ 432.91	$ 652.91	$ 652.91
Petterson, Ola	11/28/03	SG 103	$ 598.32	$ 838.32	$ 838.32
Sherwood, Robert/Sonne of Man	11/11/02	SG50D	$ 299.17	$ 419.17	$ 419.17
Terhorst, Jacobus	11/11/02	SG60	$ 339.61	$ 459.61	$ 459.61
Scott Pellet	11/7/02	SG83	$ 466.99	$ 592.99	$ 567.99
TOTAL			$ 4,977.92	$7,308.92	$7,043.66

as of 3-03-03 Liens will be filed if the delinquent assessment is at least $250.00

GLA	3/19/03				
				Statement included	
Payment Plan on sent	**Payment Plan on received**	**Amount to pay monthly**	**Checked on MIS Mapping System**	**Date Second notice sent # 2 letter**	**NOTES**
			X	19-Mar	
			X	19-Mar	
			X	19-Mar	
7-Feb			X	19-Mar	
8-Apr	25-Apr	$50.00	X	19-Mar	
23-Apr		$100.00	X	19-Mar	
			X	19-Mar	Business name used at clerks office
			X	19-Mar	
Lien HOLD				19-Mar	Church asked us to hold
			X	19-Mar	
			X	19-Mar	Could not pay-letter sent
25-Apr			X	19-Mar	Scott Pellet-received new add.

2003 list of delinquent assessment			over	$250.00	GLA				
1/30/03				LATE PLUS					
Glastonbury Landowners Assoc.			LATE CHARGE	CURRENT CHARGE				Cynthia Prepare	
NAME	# 1 letter-Reminder sent-enter date	Pacel #	Due as of Jan. 15, 02	Due as of mar. 4,03	Payment Plan sent?	Hold Lien-Payment Agreement on file?	PAID IN FULL	Date Second notice sent # 2 letter sent	Clerk Recorder-NOTES
Blais, Harold	No	NG 11D	299.11	539.11				3/23/03	
Boise, Steven	No	SG 31B	286.59	526.59			PAID	3/23/03	
Bowden, Anne	No	SG43A	299.11	539.11				3/23/03	
Diehl, Rose-Aline	No	SG25D	299.11	539.11				3/23/03	
Dubiel, Mary Ann	No	NG2E-1	299.11	539.11				3/23/03	
Duke,David & Roxanne	No	NG33	299.11	539.11				3/23/03	3 address listed
Eisvang, Jorn	No	SG64	269.55	269.55				3/23/03	
Glennon, Margaret Alfaro	No	SG100	293.11	533.11			PAID	3/23/03	
Knoop, Mary	No	NG 47A	299.11	539.11				3/23/03	
Murphy, Carlson Patricia	No	NG37E	299.11	539.11				3/23/03	
Nelson, Stuart	No	SG 18-2	299.11	539.11				3/23/03	
Smith, William	No	NG 54	299.17	419.17	Yes	Yes		3/23/03	
Smith, William	No	NG55	299.17	419.17	Yes	Yes		3/23/03	
Thorpe, Catherine	No	SG 6 B 3	299.11	539.11				3/23/03	

C:\My Documents\$250 delinquent assessments

2003 list of delinquent assessment			over	$250.00	GLA				
1/30/03	reminder sent	Lot NO.	Delquent amount	Total due to date	send payment form	Rec'd Pay form	GIS system	60 day notice	
Glastonbury Lantlowners Assoc.			plus late fees				checked	mailed	
Blais, Harold co tax payer, Kristy L. Hall	No	NG 11D	$ 299.11	$ 539.11	Yes		May 8th	3/23/03	
Bowden, Anne Hall	No	SG43A	$ 299.11	$ 539.11			May 8th	3/23/03	Orlando's address
Diehl,Derlise	No	SG25D	$ 299.11	$ 534.11			May 8th	3/23/03	copy to the mother
Duke,David & Roxanne	No	NG33	$ 299.11	$ 539.11	discussed		May 8th	3/23/03	3 address listed
Eisveng, Jom Thomas	No	SG64	$ 269.55	$ 269.55			May 8th	3/23/03	
Knoop, Mary L.	No	NG 47A	$ 299.11	$ 539.11			May 8th	3/23/03	
Carlson, Patricia Murphy	No	NG37E	$ 299.11	$ 539.11			May 8th	3/23/03	2 addresses use both
Thorpe, Catherine S	No	SG 6 B 3	$ 299.11	$ 539.11			May 8th	3/23/03	Deleased-Robert Jovick
Totals			$ 2,363.32	$ 4,038.32					
Accounts paid in full									
Boise, Steven	No	SG 31B	$ 286.59	$ -			PAID	3/22/03	
Glennon, Margaret Alfaro	No	SG100	$ 293.11				PAID	3/23/03	
Dubiel, Mary Ann	No	NG2E-1	$ 299.11	$ 240.00			PAID	5/6/03	
Smith, William	No	NG 54	$ 299.17	$ 419.17	Yes	Yes	Paid	3/23/03	
Smith, William	No	NG55	$ 299.17	$ 419.17	Yes	Yes	Paid	3/23/03	
Hazen, John	No	SG-25-A	$ 900.00	$ 37.01			PAID	4/28/03	
Nelson, Stuart	No	SG 18-2	$ 299.11	$ 539.11	Yes		May 8th	3/23/03	Neil 17% owner
Totals			$ 2,676.26 Collected	$ 1,654.46 Current					

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List of Delinquent Accounts under $ 500.00

GLA 3/19/03

1/30/03

Glastonbury Landowners Assoc.

NAME	# 1 letter-Reminder sent	Parcel #	LATE CHARGES Due as of Dec 02	LATE PLUS CURRENT CHARGE Bal as of Jan. 15th	Bal. As of April 30th	Payment Plan on sent	Payment Plan on received	Amount to pay monthly	Checked on MIS Mapping System	Statement included Date Second notice sent # 2 letter	NOTES
BHESS Shelter-Marcia Wollerman (Suzanne Anderson-cc-Gis system)	11/11/02	NG37D	$ 460.79	$ 580.79	$ 580.79				X	19-Mar	cc Orlando
Thomas, Germaine-cc	11/11/02	SG24	$ 443.66	$ 808.66	$ 743.40				X	19-Mar	
Chalice Well/ James Shafer-verbal will pay	11/11/02	SG84	$ 293.17	$ 419.17	$ 419.17				X	19-Mar	
Diaz, John	10/23/02	SG32B	$ 297.31	$ 537.31	$ 537.31	7-Feb			X	19-Mar	
Hayward,Donald	11/11/02	SG35C	$ 457.69	$ 817.69	$ 817.69	23-Apr		$100.00	X	19-Mar	
Earth Home Properties-Newhouse, Craig	11/11/02	NG57E-1	$ 466.99	$ 586.99	$ 586.99				X	19-Mar	Business name used at clerks office
Patterson, Dewayrie	11/11/02	NG37A	$ 432.91	$ 652.91	$ 652.91	16-May		$100.00	X	19-Mar	
Petterson, Ola	11/23/03	SG 103	$ 593.32	$ 838.32	$ 838.32	Lien HOLD				19-Mar	Church asked us to hold
Sherwood, Robert/Sonne of Man	11/11/02	SG50D	$ 293.17	$ 419.17	$ 419.17				X	19-Mar	
Scott Pellet	11/7/02	SG83	$ 466.99	$ 592.99	$ 567.99	25-Apr			X	19-Mar	Scott Pellet-received new add.
TOTAL			$ 4,223.00	$6,254.00	$6,163.74						

as of 3-03-03 Liens will be filed if the delinquent assessment is at least $250.00

Payment Plans on file **Signed**

Pamela M. & Johan D.B Lindstrom	11/11/02	SG93A	$ 192.31	$ 595.31	$ 420.31	8-Apr	25-Apr	$50.00	X	19-Mar	
Terhorst, Jacobus	11/11/02	SG60	$ 339.61	$ 459.61	$ 459.61	April 24th	May 15th	$30.00	X	19-Mar	Copy to Orlando

GLA 01369

GLA 01370

Presented at 5/5/03 MTG

150 FT

PARKING

PARKING

180 FT

Soccer Field.

25'

180 FT

Soccer Field

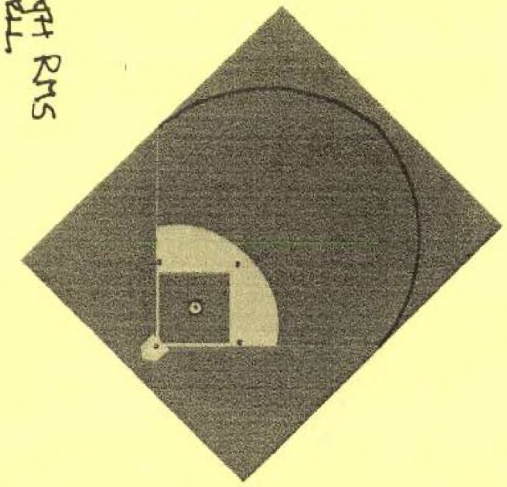
300 Feet

BATH RMS

CHILDREN'S PLAY AREA.

RECREATION CENTER BUILDING

PARKING



ARIES DRIVE

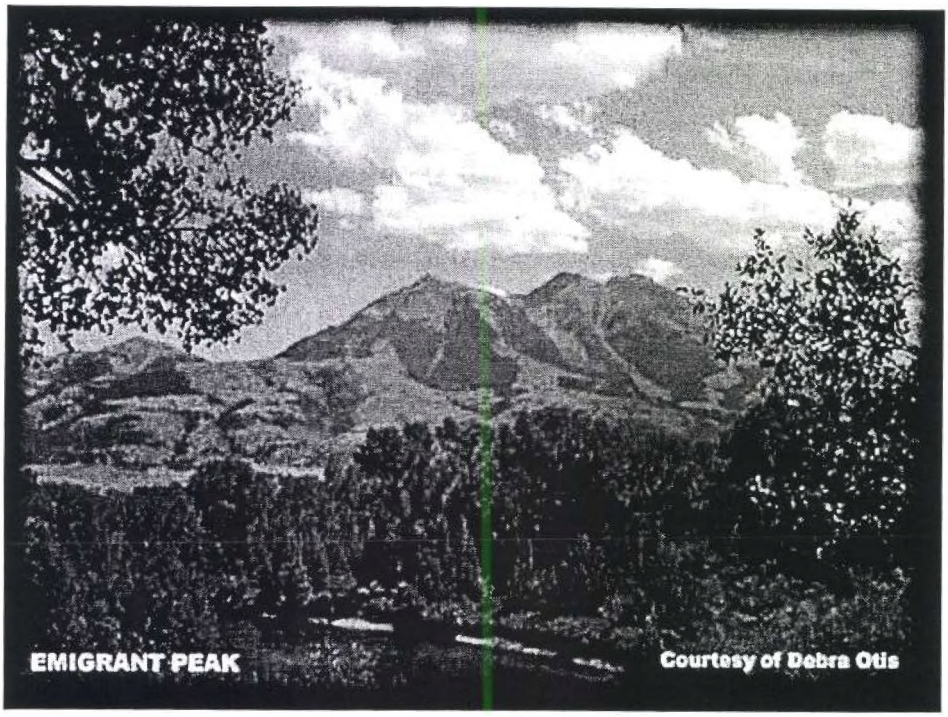
SIRIUS DRIVE

PARADISE VALLEY RECREATIONAL CENTER

P.V.R.C.

Thank you for bearing with us while our wel

Draft Will Be Changed



About Us	See Images	Map & Directions
~~Draft Master Plan~~ Recreational Center	Covenants	Art. of Incorporation
Bylaws	Rules & Procedures	Financial Report
Calendar of Events	Board Meetings	Notice Board
Applications/New Structures	Snowplowers	Contact Us
Sell Property	Buy Property	Realty Transfers

2003-06-02_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 2, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Daniel Kehoe, Jr., Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: James Kozlik.

PROXIES:

ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (GLA bookkeeper), Susan Gough (NG landowner), Fred Morsell (NG landowner)

2. **Reading and Disposition of the Minutes General Business**

MOTION: Dan motioned and Charlotte seconded to approve 5/05/03 meeting minutes with amendment. Motion carried.

3. **Report of Officers and Committees**

3.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "Balance Sheet as of May 31, 2003" and "GLA Income & Expense Overview from January through May 2003."

3.1.1 Old Business--None.

3.1.2 New Business.

David reported that Denise Diehl, SG landowner, contacted him requesting that the GLA Board forgive her 2002 assessments ($299 delinquent) due to hardships she experienced in 2002. Cynthia offered Diehl a payment plan of small payments per month which Diehl declined to sign. Pamela suggested that the Board create a policy and criteria of how they will review similar cases in the future. Board discussed various options of how to handle Diehl's request.

MOTION: Cynthia motioned and Philip seconded that within one week Diehl should sign a monthly payment plan (made up of small affordable payments of $5/month in 2003, $20/month in 2004 and $40/month in 2005) for 2002 assessments. If Diehl decides not to sign a payment plan, GLA will file a lien against her property to insure repayment if her land is sold. Motion carried.

3.2 Architecture Subcommittee: Robert Wallace/James Kozlik, Co-Chair

3.2.1 Old Business

ACTION ITEM: Status of Caspari Way Road.

David passed out a letter, dated April 7, 2003, from Church's attorney, Thad A. Huse "Re: Caspari Way through Parcels 60, 63, 64 and 66 NG-Safety Issues." Board reviewed various details of the letter and agreed that GLA should hire a civil engineer to provide an

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expert opinion on behalf of GLA. Ultimately GLA will have our lawyer respond to Thuse's letter. JT will obtain an engineer and document his findings and opinion.

ACTION ITEM – Status of Mr. Ranttalo's mobile home application
Board reviewed 5/28/03 letter from Rantallo to James Kozlik re: mobile home. Robert reported that Rantallo indicated to him that he would be moving his trailer. Robert will ask him the moving date.

ACTION ITEM – Status of John Alexander's clean up plan. GLA received a letter from John, dated 6/3/03, regarding his clean-up plans. Denise to Xerox & send letter to Board to review and discuss at next meeting.

ACTION ITEM – Construction Waiver: William Smith's opinion & attorney's opinion. William was not contacted. Tabled.

3.2.2 New Business. None.

3.3 Road Committee: Philip Hoag/James Trisdale, Co-Chair

3.3.1 Old Business
ACTION ITEM – Status on repair of Capricorn Drive guard rail & washout.
Philip will call OMA Construction in Billings to follow up on guard rail.

ACTION ITEM – Status report on Mr. Matthew's and Goodman's use of GLA roads.
Philip reported that a) Goodman told him he wasn't using the roads, and b) it appears that Matthews is no longer using our roads. Item completed.

ACTION ITEM – Installation of signs. Tabled.

ACTION ITEM – Speed limit signs on Hercules Road. David showed samples of signs we can use and Denise will order.

ACTION ITEM – Location of new guardrails. Tabled.

ACTION ITEM – Cost of repairing Virgo Way. Tabled.

ACTION ITEM – Update of Road Standards. No report. Copy of Standards on CD to be made for Board to review.

3.3.2 **New Business.** None.

3.4 Complaint Committee: Charlotte Mizzi/Pamela May, Chair

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3.4.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reported that a letter was sent to our attorney and we are waiting for a response.

ACTION ITEM – Status of sign complaint by Rakela. Completed.

ACTION ITEM – Status of Exposing Culvert under Venus Way.
MOTION: Charlotte motioned and Robert seconded to write to Paul Rantallo regarding the culvert that acts as overflow to the water tank, etc, Janet to draft letter stating that the culvert has been covered over by Rantallo's new driveway and needs to be corrected. Motion carried.

3.4.2 New Business. None.

3.5 Land Use Master Plan Committee: Daniel Kehoe, Jr., Chair; Orlando Johnson. Charlotte Mizzi, Pamela May. No report.

3.6 Recreation Committee: Robert Wallace, Chair; Edward Anderson & Janet Naclerio.
3.6.1 Old Business
ACTION ITEM – Report on new Bylaws. David reported that our attorney is still working on drawing up incorporation papers.

3.6.2 New Business.

3.6.2.1 Landowner's Concerns About Recreation Area
NG landowner's Susan Gough and Fred Morsell came to the meeting to address some questions and concerns that they and other landowners developed after reviewing the PVRC fundraising letter, dated May 2003.

David, Robert and Charlotte reviewed the history of the Recreation land to the present and covered the following major points:

- As of this date, the PVRC has not incorporated nor has it been formed formally except through the GLA Board. Our attorney is in the process of preparing the incorporation papers. The GLA Board is considering whether it should be a 501-C3 or a non-profit organization.
- The GLA Board's intent has been to have the PVRC as a separate organization and have our attorney model the incorporation papers after the GLA'S Bylaws and Covenants. The GLA Board would then lease the recreation land to the PVRC. In a lease, the GLA will be able to define the requirements that the leasers would have to meet.
- The GLA Board has agreed there should be a minimum of two GLA Board members serving on the PVRC Board.

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- The PVRC Board is required to submit construction plans to the GLA Board for its approval and has followed this requirement.
- In the Recreation Land "Parkland Dedication Agreement," the Church designated "the recreation land for soccer field, baseball fields, playground and other recreational and sport activities designated by the GLA for the benefit of the residents of Glastonbury and the surrounding Emigrant area."
- When approving a subdivision, Park County has the authority to reserve certain parts of the land as recreation areas or park land reserve.
- Before the parkland agreement was completed, the Church sent a letter to all Glastonbury residents advising them of the recreation land soccer field plan and a comment period was given.
- In the last two annual GLA Board meetings, the PVRC has been discussed.
- The name "Paradise Valley Recreation Center" was chosen for the purpose of including people outside of the Glastonbury community.
- The most recent work done on the land includes de-rocking the fields to prepare for seeding and putting in approximately 5000 feet of underground sprinkler system. Park Electric will install power this week. The Committee is in the process of interacting with the State about bathroom plans.

Summary of Susan Gough's and Fred Morsell's questions/concerns and the response of individual members of the GLA Board.

- Susan: She was concerned as to how the PVRC Board was being formed and the extent of influence non-Glastonbury landowners would have on it.
  Charlotte: Expressed that she has had similar concerns, specifically about what laws the PVRC Board would operate under, how the PVRC Board would be appointed and where they would come from. The GLA Board is also interested in these matters.

- Fred: Had concerns as to plans for liability insurance for GLA, landowners or PVRC in the event of an accident or lawsuit.
  Philip: The GLA Board has discussed the insurance issue and plans to choose an insurance program that would cover such events.

- Fred: Questioned whether the cost of PVRC insurance has an impact on the Glastonbury assessment fees?
  Robert: No. The insurance costs will be paid by donations.

- Susan: After learning of the depth of the fundraising outside of the community, she stated her concern that the people who commit "big money" to this project may expect to have a lot of say in the future use of the land. She also noted that she has not seen a master plan for the recreation area yet.

Robert: About 80% of the donations for this project have come from people outside the Glastonbury community because most of them have children who play soccer who believe that their financial donations will ultimately pay off for their families. (i.e.: Hank Fabish has put in an irrigation system that is worth approximately $14,000, and has refused reimbursement for this expense, including gas, and asks nothing in return for his donation.)

- Susan: Inquired why PVRC could not be a separate arm of GLA and decide the master plan of the recreation land.
  David: The GLA Board created the PVRC apart from GLA with the understanding it would be beneficial obtaining financial aid; bridge the gap between our community and the community outside of Glastonbury; and for insurance reasons.
  Janet: The PVRC is accountable to the GLA Board and the GLA must approve all major decisions. At PVRC meetings, the GLA Board members who are on the PVRC Committee represent the GLA and look out for the GLA's best interest.
  Dan: Commented that what people invest in, they also don't destroy. He suggested that perhaps the PVRC could be set up on a membership basis requiring a membership fee.

- Susan: Stated that a number of landowners requested that she ask the GLA Board if there are any issues concerning the PVRC on which the community at large needs to vote.
  David: He will research that question and get an answer to Susan before any final decisions are made so people can voice an opinion.
  Janet: Stated the PVRC is planning to send out a survey requesting input from the landowners. Plans for a soccer field were previously stated in the deed, therefore the PVRC Board moved forward and acted upon them so the field would be functional for the next soccer season. The remaining use of the land will require the vote of the landowners.
  Dan: Over the years, one of the greatest concerns in the Glastonbury community has been that we haven't built any recreational facilities for the children.
  Robert: The PVRC Committee currently consists of 80% Glastonbury landowners and a few people outside of Glastonbury.

- Susan and Fred: Both commented that they were happy that the soccer field was being constructed for the children. They expressed their satisfaction with the GLA Board's answers to their main questions and concerns about the formation of the PVRC Board, the process of how the PVRC will function, communication and liability, etc.

3.6.2. 2 Choosing the type of organization the PVRC will be.

David passed around a letter from attorney Jeremy Jon leFeber, dated 6/2/03, describing

the basic requirements for recognition as a charitable tax exempt organization and the application process for such recognition. Research will be done to determine the advantages and disadvantages of being a tax deductible organization vs. a non- profit organization, etc.

3.6.2.3 Adding Recreation Land, Parcel 16A, to the Glastonbury Covenants
MOTION: Dan motioned and Robert seconded that the GLA should add and subject Parcel 16-A of Certificate of Survey 1729 to all of the Glastonbury Restated Covenants as Common Use Land and that the GLA will execute and record an instrument in writing with the Park County Clerk and Recorder's Office to that effect. Motion carried.

3.7 Web Site Committee: Edward Anderson, Chair

3.7.1 Old Business
ACTION ITEM—Status of website. David reported that research is still being done regarding a database of landowner addresses to be available to the Board. The database will limit editing privileges to certain Board members, the hired secretary and bookkeeper.
Board discussed various information to be put on the website and who should provide it. It unanimously agreed not to put financial reports on the website.

ACTION ITEM-Review draft letter to Realtors introducing our website. In process.

3.8 Weed Committee: James Trisdale /Philip Hoag, Co-Chair. No report.

3.9 Ombudsman Report: Richard Allen (SG) Richard Johnson (NG). No reports.

4. Other Business
Orlando requested the Board to discuss shelter insurance issues be added to our July agenda.

5. Next Meeting and Adjournment
The meeting was adjourned at 10:05 p.m. with no further business. The next meeting will be held July 14, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR0602033.1.2 Cynthia to contact Denise Diehl re: assessment payment plan.

AR0602033.2.1.1 JT to find engineer to inspect Caspari Way and document his findings & opinion.

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AR0602933.2.1.2 Philip and Dan to list responses to various details in Thuse's letter re. Caspari Way and send to David.

AR0602933.2.1.3 Draft a letter to our attorney re: Caspari Way to review at July meeting.

AR0603033.2.1.4 Robert to contact Paul Rantallo about moving date of his trailer.

AR0603033.2.1.5 Janet to draft letter to Paul Rantallo re: culvert.

AR0603033.2.1.6 Denise to send copy of John Alexander's 5/28/03 letter to Board to review at July meeting

RD0603033.3.1.1 Philip to call OMA Construction about repair of Capricorn Dr. guardrail & washout.

RD0603033.3.1.2 Denise to order signs for Hercules Road.

RD0603033.3.1.3 Dan to send Denise electronic copies on CD of all Glastonbury standards.

RD0603033.3.1.4 Denise to send Board road standards.

CP06033.4.1 Janet to draft letter to Rantallo re: culvert.

RC0603033.1 David to research if there are any issues concerning the PVRC that the GLA landowners need to vote on.

RC0603033.2 Recreation Committee to review letter from attorney Jeremy Jon leFeber, dated 6/2/03, describing the basic requirements for PVRC to be recognizing charitable tax exempt organization.

RC 0603033.3 Dan and Robert to research issues regarding 501C-3 vs. another kind of 501 public charitable organization or private foundation

RC 0603033.4 Cynthia to execute and record an instrument in writing with the Park County Clerk and Recorder's Office that states GLA has added Parcel 16A of Certificate of Survey 1729 to all of the Glastonbury Restated Covenants as Common Use Land.

WB0603033.1 Denise to send complaint form to Edward for website.

WB0603033.2 Dan to find updated maps for website.

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WB0603033.3	Janet & Denise to determine schedule of events for website (i.e. monthly meetings, annual meetings, soccer games, clean-up days, etc.)
WB0603033.4	Robert & Janet to provide PVRC information for website.
OB0603034	David to add shelter insurance issues discussion to July 14 agenda.

File: MtgMins 06 02 03.doc
Draft(s): 6/30/03-FINAL
Approved: 9 08 03

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 2, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   May 5, 2003

3. **Report of Officers and Committees**
   3.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
   3.1.1. Old Business
   3.1.2. New Business

   3.2 **Architecture Subcommittee Report** - Robert Wallace, Co-chair
   3.2.1. Old Business
   ACTION ITEM – Status of Caspari Way road
   ACTION ITEM – Status of Mr. Ranttalo's mobile home application
   ACTION ITEM – Status of John Alexander's clean up plan
   ACTION ITEM – Construction Waiver: Wm Smith's Opinion & Attorney's Opinion
   3.2.2. **New Business**

   3.3 **Road Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   3.3.1. Old Business
   ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
   ACTION ITEM – Status report on Mr. Matthew's and Goodman's use of GLA roads
   ACTION ITEM – Installation of signs
   ACTION ITEM – Speed limit signs on Hercules Rd
   ACTION ITEM – Location of new guardrails
   ACTION ITEM – Cost of repairing Virgo Way
   ACTION ITEM – Update of Road Standards
   3.3.2. **New Business**

   3.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
   3.4.1. Old Business
   ACTION ITEM – Status of Parcel 32 (NG) Woodriff
   ACTION ITEM – Status of sign compliant by Rakela
   ACTION ITEM – Status of Exposing Culvert under Venus Way
   3.4.2. **New Business**

   3.5 **Land Use Master Plan Committee Report** - Daniel Kehoe, Jr., Co-chair
   3.5.1. **Old Business**
   ACTION ITEM – Submit proposed changes to Covenants and Bylaws
   3.5.2. **New Business**

   3.6 **Recreation Committee Report** – Robert Wallace – Chair
   3.6.1. **Old Business**

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ACTION ITEM – Report on new Bylaws
3.6.2. **New Business**

3.7 **Web Site Committee Report** - Edward Anderson, Chair
3.7.1. Old Business
ACTION ITEM – Status of web site
ACTION ITEM – Review Draft letter to Realtors introducing our Website
3.7.2. **New Business**

3.8 **Weed Committee Report** - Philip Hoag and JT Trisdale, Co-Chair

3.9 **Clean-up Committee Report** - Philip Hoag & Charlotte Mizzi, Co-Chair

3.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

4. Other Business
4.1 **Fire Reservoir Report**
4.1.1. Old Business
ACTION ITEM – Status of landscaping, adding fish, adding a fence
4.1.2. New Business

5. Next Meeting and Adjournment

File: MtgAgenda060203.doc

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

06/02/03

Balance Sheet
As of May 31, 2003

	May 31, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,073.80
1st National Bank Savings	33,266.87
Total Checking/Savings	36,340.67
Accounts Receivable	
Accounts Receivable	76,392.45
Total Accounts Receivable	76,392.45
Total Current Assets	112,733.12
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**112,734.12**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	33,331.38
Total Equity	-131,578.19
TOTAL LIABILITIES & EQUITY	**112,734.12**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through May 2003

	Jan - May 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,191.79	1,062.50	129.29
Interest Income	0.00	208.30	-208.30
Misc. Income	0.00	41.65	-41.65
Sanitation Bond Account	0.00	41.65	-41.65
Total 1. General Income	1,191.79	1,354.10	-162.31
2. Assessments			
Assessments prior to 1998	254.76	41.65	213.11
Dwelling Assessment 1998	0.00	41.65	-41.65
Dwelling Assessment 1999	150.00	125.00	25.00
Dwelling Assessment 2000	223.32	333.30	-109.98
Dwelling Assessment 2001	15.00	416.65	-401.65
Dwelling Assessment 2002	1,423.92	2,250.00	-826.08
Dwelling Assessment 2003	12,754.30	9,540.00	3,214.30
Golden Age Village Assessment	5,880.00	4,287.50	1,592.50
Land Assessment 1998	120.00	41.65	78.35
Land Assessment 1999	270.00	208.30	61.70
Land Assessment 2000	411.68	416.65	-4.97
Land Assessment 2001	612.00	625.00	-13.00
Land Assessment 2002	2,203.60	2,620.80	-417.20
Land Assessment 2003	22,610.15	15,390.00	7,220.15
Total 2. Assessments	46,928.73	36,338.15	10,590.58
3. Late Fees/Finance Charges			
Finance Charges	890.24	833.30	56.94
Five Percent Penalty	97.00	500.00	-403.00
Total 3. Late Fees/Finance Charges	987.24	1,333.30	-346.06
Total Income	49,107.76	39,025.55	10,082.21
Expense			
A. Business Expenses			
1. Banking Fees	36.00	12.50	23.50
2. Gifts & Donaltons	0.00	416.65	-416.65
3. Insurance	26.00	2,500.00	-2,474.00
4. Licenses	15.00	12.50	2.50
5. Lien Filing	778.00	250.00	528.00
6. Rentals	0.00	58.30	-58.30
7. Sanitation Bond Refunds	500.00	416.65	83.35
8. Taxes	50.00	41.65	8.35
Total A. Business Expenses	1,405.00	3,708.25	-2,303.25
B. Office Expense			
1. Copying	490.18	208.30	281.88
2. Postage	503.20	229.15	274.05
3. Office Supplies	317.34	208.30	109.04
4. Misc. Expenses	15.00	166.65	-151.65
5. Refreshments	15.11	125.00	-109.89
6. Petty Cash Account	125.79	125.00	0.79
Total B. Office Expense	1,466.62	1,062.40	404.22
C. Professional Fees			
1. Accountant	95.00	41.65	53.35
2. Bookkeeper	2,278.00	1,166.65	1,111.35
3. Legal Council	570.00	833.30	-263.30
4. Manager	1,357.55	916.65	440.90
5. Misc. Professional Fees	0.00	41.65	-41.65
6. Secretarial	3,130.00	2,500.00	630.00
7. Treasurer	0.00	125.00	-125.00
8. Web Site	281.00	125.00	156.00
Total C. Professional Fees	7,711.55	5,749.90	1,961.65

GLA 01385

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through May 2003

	Jan - May 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64	12,500.00	2,612.64
2. Misc. Road Maint.	0.00	833.30	-833.30
3. Misc. Supplies	0.00	416.65	-416.65
4. Road Grading	3,475.00	5,000.00	-1,525.00
5. Sanding	1,395.77	625.00	770.77
6. Snow Plowing	4,840.00	1,041.65	3,798.35
7. Snow Fences	0.00	166.65	-166.65
Total D. Road Repairs & Maintenance	24,823.41	20,583.25	4,240.16
E. General Expenses			
1. Clean-up Day	0.00	500.00	-500.00
2. Equipment Repair & Maint.	0.00	125.00	-125.00
3. Miscellaneous	898.70	208.30	690.40
4. Weed Control	0.00	625.00	-625.00
Total E. General Expenses	898.70	1,458.30	-559.60
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	1,666.65	-728.91
2. Master Plan	0.00	416.65	-416.65
3. Guardrails	1,261.59	1,250.00	11.59
4. Recreation Area	5,000.00	1,666.65	3,333.35
Total F. Misc. Projects	7,199.33	4,999.95	2,199.38
G. Emergency Fund	0.00	46.65	-46.65
Total Expense	43,504.61	37,608.70	5,895.91
Net Income	**5,603.15**	**1,416.65**	**4,186.30**

GLA 01386

6609 Vireo Court
Carlsbad, CA 92009
May 19, 2003

Glastonbury Landowner Assoc., Inc.
Cynthia Blocker
P.O. Box 312
Emigrant, MT 59027-0312

Dear Cynthia,

My father is Davies Anderson. He suffered a (second) stroke last July which left him incapacitated and I have been managing his affairs since. I enclose payment for the 2003 fee. I realize it is late and that you have a penalty structure in place. Due to the hardship of his situation I would like to request that you waive the penalty fees for this year. Not only is he no longer able to work, but he has mounting medical bills due to the need for 24 hour care and rehabilitation treatment and a huge amount of credit card debt. He has very limited resources so I have been paying essential things for him. Due to the overwhelming nature of this situation, I have not even been able to think about paying this bill until now.

I will endeavor to pay the 2004 bill on time. To help me do that, I would appreciate it if you would mail it in care of me at the address above.

Sincerely,

Robert J. McMillen, POA
(760) 431-8216 (H)
(858) 344-3643 (W)

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

July 15, 2003

CONFIDENTIAL – DO NOT COPY

Not official meeting as quorum was not met.

DRAFT

Glastonbury Landowners Association

Informal Meeting NOT AN OFFICIAL BOARD MEETING

Meeting Minutes

July 14, 2003

CONFIDENTIAL – DO NOT COPY

1. Call to Order

The meeting was called to order by Janet Naclerio at 7:30 p.m., at Golden Ratio Woodworks.
PRESENT: Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Charlotte Mizzi, Orlando Johnson and Edward Anderson.
ABSENT: David Tonkin (President), Robert Wallace (Vice-President), Philip Hoag, Daniel Kehoe, Jr., James Kozlik, Pamela May and James Trisdale (JT).
ALSO ATTENDING: Denise Orr (GLA secretary), Carl Anderson (SG landowner) and his nephew (not a landowner), Rick Spallone (SG landowner) and Everett and Mary Johnston (SG landowners).

2. Summary of Meeting

Janet stated that the Board member quorum required for holding a "formal" meeting had not been met, but that the attending Board would hold an "informal meeting" with the guest landowners giving them an opportunity to discuss their questions and concerns. Janet stated that meeting minutes would be taken and reviewed by the GLA Board at the August meeting. Board members and landowners introduced themselves. The following summarizes the major questions and concerns that the landowners discussed with the Board.

a) Master Plan

Carl and Everett: Both expressed their concerns regarding the potential of over-development in Glastonbury and wanted to know the status of the Master Plan.
Board: *1) Stated they have mutual concerns regarding the protection of Glastonbury from over-development. 2) Reviewed some of the history of the Board's work on the Master Plan and their efforts to complete it. 3) Explained that when the final draft of the Master Plan is drawn up, it will be sent to all landowners for comment and a meeting will be held for the landowners to vote their approval or disapproval. There are no specific dates for completing the above. Charlotte will send Everett a copy of the current draft of the Master Plan.*

Everett: Questioned whether it has ever been considered to make North and South Glastonbury separate and have separate Boards, etc.
Board: *Not aware if this has ever been proposed. The landowners in South and North are equally represented on the GLA Board of Directors and it is beneficial to have South and North united, etc.*

b) Everett Johnston's Complaint: Non-Response from Board to Phone Calls & E-mails, etc.

Everett: Stated that the Board doesn't answer his phone calls or e-mail and specifically named Dan Kehoe and David Tonkin.
Board: *Agreed that Board should respond to phone calls & e-mails.* ***Janet:*** *Asked visiting landowners to contact her or Denise with their concerns if they don't receive a satisfactory response from Board members. Janet and Denise will then follow- up on their behalf.*

File: MtgMins 07 14 03 Informal.doc
Draft(s): 7/20/03; 7/28/03
Amended:

c) Everett Johnston's Letter to Board re: Potential Recreational Development Plans by Orlando Johnson

Everett: Expressed his concern that Orlando was planning to develop multiple recreational units in South Glastonbury; was unhappy that his letter to the Board regarding this had not been answered.
Board: *No one on the Board has received an application from Orlando or has heard about such a plan. At this time and throughout meeting, some of the Board members explained the multi-level responsibilities and extensive nature of the tasks that they, as volunteers, handle on an ongoing basis.*
Orlando: *Stated he doesn't have plans to develop recreational units. He commented that Everett concluded that he had this plan based on a real estate agent's comment about extensive water pressure on his land. Orlando also rebutted various accusations Everett had made about him in his letter.*
Denise: *Commented that David Tonkin told her several weeks ago that Everett had voiced the above concern to him over the phone and David told him that the GLA Board had not seen any project application from Orlando for recreational units and that none had been approved in the past.*
Everett: Acknowledged the conversation with David Tonkin, and stated he expected a written response from GLA.

d) South Glastonbury Road Safety and Potential Paving

Carl: Asked how often do the roads get graded since Hercules Road has not been graded since the last snow. **Rick:** Commented that the South Glastonbury roads are dangerous, especially wash board and sharp corners on Hercules Road. **Mary and Everett:** Stated that recently in the a.m. they were walking their dog and were almost hit by a fast driver, going to Spec Tec, coming around the corner. They reported this to Walter Wunsch who was very helpful and apologetic.
Board: *The roads are graded when there is a good rain and sometimes grading lasts a short time, especially when people drive fast after the grading. Board stated that Philip or JT will respond to this concern. Denise reported that the Board voted to put up speed limit/curve signs on Hercules.*

Rick: Is there any plan to pave more roads (eg. Hercules) in South Glastonbury?
Board: *No plans at this time. Reviewed history of how the paving occurred in NG & SG and that in the future more paving "may" occur if the Association can meet the expense, etc.*

3) Adjournment: The meeting was adjourned at 8:45 p.m. with no further business.

NEW ACTION ITEMS:
2a) Charlotte to send copy of most current Master Plan Draft to Everett Johnston.
2d) Letter from Philip and/or JT to Carl, Everett and Rick regarding road grading and safety issues.

File: MtgMins 07 14 03 Informal.doc
Draft(s): 7/20/03; 7/28/03
Amended:

Tabled
We did not
have quorum

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
July 15, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 2, 2003

3. **Report of Officers and Committees**
   3.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
      3.1.1. Old Business
         ACTION ITEM: Denise Diehl
      3.1.2. New Business

   3.2 **Architecture Subcommittee Report** - Robert Wallace, Co-chair
      3.2.1. Old Business
      ACTION ITEM – Status of Caspari Way road
         Engineer Report
         List of Responses to Thuse's Letter
         Draft Letter to Thuse
      ACTION ITEM – Date when Paul Rantallo is to remove his trailer
      ACTION ITEM – John Alexander's property, status of his waiver request
      3.2.2. **New Business**
      Lot 88 SG – Architectural Review
      Lot 32 SG - Architectural Review
      Lot 54-D SG – Driveway Review

   3.3 **Road Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
      3.3.1. **Old Business**
      ACTION ITEM – Guardrail on Capricorn Way
      ACTION ITEM – Signs
         Putting up signs
         Purchasing signs for Hercules Rd
      ACTION ITEM – Sending CD's of all standards to Denise
      3.3.2. **New Business**

   3.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
      3.4.1. **Old Business**
      ACTION ITEM – Draft letter to Rantallo re. exposing culvert
      3.4.2. **New Business**
      Lot 59/60 SG – Complaint

   3.5 **Land Use Master Plan Committee Report** - Daniel Kehoe, Jr., Co-chair
      3.5.1. **Old Business**
      ACTION ITEM – Submit proposed changes to Covenants and Bylaws
      3.5.2. **New Business**

File: MtgAgenda071503

3.6 **Recreation Committee Report** – Robert Wallace – Chair

3.6.1. **Old Business**

ACTION ITEM – Legal Formation of PVRC

List of Issues needing membership voting

Review of conditions of becoming tax deductible foundation

Jon leFeber's letter

Other ways

ACTION ITEM – Filing with Park Co. that Parcel 16A is now part of Glastonbury

3.6.2. **New Business**

3.7 **Web Site Committee Report** - Edward Anderson, Chair

3.7.1. Old Business

ACTION ITEM – Status of web site

ACTION ITEM – Review Draft letter to Realtors introducing our Website

ACTION ITEM – Placement of documents on website

Complaint form

Maps

Schedule of events

PVRC

ACTION ITEM – Approval of placing GLA Database on web page

3.7.2. **New Business**

3.8 **Weed Committee Report** - Philip Hoag and JT Trisdale, Co-Chair

3.9 **Clean-up Committee Report** - Philip Hoag & Charlotte Mizzi, Co-Chair

3.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

4. Other Business

4.1 **Fire Reservoir Report**

4.1.1. Old Business

ACTION ITEM – Status of landscaping, adding fish, adding a fence

4.1.2. New Business

5. Next Meeting and Adjournment

2003-08-04_BDGN.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
August 4, 2003
CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Opening Prayer**

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Janet gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Charlotte Mizzi, Pamela May and James Trisdale (JT), Edward Anderson
ABSENT: Philip Hoag, Daniel Kehoe, Jr., James Kozlik, Orlando Johnson
PROXIES: Pamela May to Cynthia Blocker (after 9 p.m.)
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. Reading and Disposition of Minutes
Approve June 2, 2003 Meeting Minutes. Tabled. Board will vote by e-mail.

David reported that the Board of Directors meeting on the evening of 7/14/03 was unofficial due to insufficient quorum. (see minutes attached)

3. General Business

3.1 New Business

Select Election Committee Chair: Board agreed that Pamela would be an excellent person to head this committee. David will ask Pamela if she would be willing to take this position.

Proposed Rattlenake Hunt: Janet reported that Eric Newhouse advised her that a SG landowner requested the Board to consider conducting a rattlesnake hunt. Brief discussion. Tabled.

Correspondence Procedures: Janet reminded the Board to follow our secretarial procedures concerning correspondence and the need to make copies for our files. All correspondence (with the exception of the correspondence that the Treasurer and accountant normally handle in the course of their duties) needs to be reviewed by the Secretary to make sure it matches our standards and is not in conflict with other correspondence. (2) Carbon copies of all written correspondence (letters, e-mail and faxes) should be sent to our secretary for our files. (3) All significant communication (via phone, personal meetings, etc.) that a Board member has with a landowner or other individuals concerning GLA matters should be documented, dated and forwarded to the secretary to file in GLA files.

4. Report of Officers and Committees

4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

Cynthia passed out (1) "Checkbook transactions for June 2003 for GLA Account"; (2) "GLA Balance Sheet As of June 30, 2003"; (3) "GLA Income and Expense Budget Overview, January through June 2003"; (4) "Checkbook Transactions for GLA Account –July 2003"; (5) "GLA 08/02/03 Treasurer's Report" re: accounts receivable and liens filed; (6) "GLA Treasurer's Update 7-

File: MtgMins 08 04 03 rev
Draft(s): 8/11/03, 8/18/03, 8/29/03-Final
Amended:

23-03" re: liens prepared and filed; and (7) "Delinquent Accounts Making Payments, 8/2/03."

Cynthia reported that GLA Balance Sheet for July wasn't available because Clare's computer was down.

4.1.1. Old Business
ACTION ITEM: Denise Diehl. Cynthia reported that Denise paid her assessment fees.

4.1.2. New Business. None.

4.2 Architecture Subcommittee Report - Robert Wallace, Co-chair
4.2.1 Old Business
ACTION ITEM – Status of Caspari Way road.

Engineers Report. JT checked with his source and found they would not take on our small project. JT and David will measure the grade and research names of other engineers.

List of Responses to Thuse's Letter. Board discussed the issue.
MOTION: Robert motioned and JT seconded the following:
(1) That the GLA agrees to pay half of the guardrail expenses for Caspari Way Road *provided* the Church pays the $15,000 it owes to GLA for the Master Plan; the Church may deduct its half of the guardrail expense from that $15,000;and
(2) JT and David will inspect Caspari Way. GLA will then write to the Church regarding their findings and, if appropriate, based on their findings, the letter will include the following: (a) the GLA will offer the above payment proposal providing the cross slope is corrected. This offer doesn't indicate that the Board accepts responsibility for the Caspari Way road; and (b) The GLA Board would like to remind Mr. Smith and the Church that, according to the Covenants, a landowner must submit to the GLA a formal project application for the construction of a road or building *prior* to construction. This procedure was not followed for construction of Caspari Way. The road application was submitted to the GLA only after GLA requested it and at a point when the road was nearly completed. The GLA Board requires that this procedure be followed in the future. Motion carried with one abstention from Charlotte Mizzi.

ACTION ITEM – Determine date when Paul Rantalo is to remove his mobile home. Not completed.

ACTION ITEM – Status of John Alexander's Waiver request. Board reviewed " 2003 Plan for Clean-up and Removal of Eyesores on Parcel 66 (NG)" of 5/28/03 from John Alexander and Ronda Coffey. Board agreed to Board agreed that Charlotte, JT and David will meet with John to inspect his property and work out the details of the cleanup on his property. Board also agreed to respond to John's clean up plan as follows:
(1) Response to John's request for a waiver to retain his 2 mobile homes and goat barn (Item numbers 1 and 5 in John's plan): The GLA will accept his request to retain these structures (a) only if he applies a fresh coat of paint to them and tidies up around them as much as possible; and (b) only until such time that GLA receives a complaint from his neighbors. (2) Response to John's plan to sell unlicensed vehicles (Item number 2 in John's plan): The dates given are not acceptable. Inform John that he is being given a 60-day notice to remove them. Suggest to him that he can donate them to charity and maybe get a tax write-off. (3) Response to John's plan to clean up/remove scrap piles, tires and miscellaneous debris by October 2003 (Item numbers 3, 4 & 6 in John's plan): Board approved these dates. (4) Response to the issue concerning Jerome Tweedy's school bus that John states he is not responsible for (Item 7 in John's plan): Board accepted this is not John's responsibility and discussed the need to confirm if Jerome has moved his bus. (5) Response to issue that the uprooted trees (Item number 8 in John's plan) were most likely the responsibility of the Church, etc.: Board accepted the uprooted trees are the responsibility of the Church.

ACTION ITEM: Removal of O'Connel trailer. It was reported the trailer had not been removed after a verbal warning from Philip Hoag and the 4/30/03 letter from Charlotte Mizzi which gave the O'Connels 60 days to remove the trailer. The Board agreed that David should call the O'Connels one more time. Needs letter.

Mobile Home Standards: Discussed the revisions to the Mobile Home Standards.
MOTION: Charlotte motioned and Robert seconded to amend the 10/7/02 Adopted Mobile Home Standards with amendments made at 8/4/03 GLA Board of Directors Meeting. Motion carried.

4.2.2 New Business
Lot 88-B (SG)/John Hunsaker – Log Cabin & Garage
Robert reported that he inspected Hunsaker's property lines and the lines appear to be correct.
MOTION: Robert motioned and Edward seconded to grant preliminary approval to John & Marceann Hunsaker's application for a log cabin & garage on Lot 88-B (SG) with the conditions that the disturbed land be reseeded after construction. Motion carried.

Lot 32-A (NG)/Edward Anderson – Steel Building Shed & 2 Circular Sheds
Board discussed details of the proposed corrugated metal sheds. Edward stated they were secluded and would not be visible to any neighbors on platted roads.
MOTION: Robert motioned and Cynthia seconded to grant preliminary approval to Edward Anderson, for a steel building shed and 2 circular sheds on Lot 32-A (NG) with the following conditions: (1) The necessary electrical permit is obtained prior to electrical work starting; (2) the disturbed land be reseeded after construction; and (3) the $250 Sanitation/Reclamation Bond is received by the GLA. Motion carried with one abstention from Edward Anderson.

Lot 32-A (SG)/Pedro Pinardo – Residence Construction
MOTION: Robert motioned and JT seconded to grant preliminary approval to Pedro Pinardo's construction of a home on Lot 32-A (SG) with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to electrical work starting; and 3) the disturbed land be reseeded after construction. Motion carried

Lot 53-D (SG)/Henry Follman – Driveway Review.
David reported that Mr. Follman has continued to use his driveway although the Board disapproved it and it wasn't repaired according to the Board's suggestions. (See 8/20/02 letter from GLA to Mr. Follman) David will check with our attorney concerning setting a precident with Follman's driveway – i.e. disapproving a driveway while allowing the construction of a home.
MOTION: Robert motioned and JT seconded that a letter be written to Henry Follman, Lot 53-D (SG), stating that the GLA disapproved his driveway road in August and October of 2002 on the basis that it was too steep. In the meantime, we are granting approval for him to continue building his home. Motion carried.

Lot 36-C (SG)/Wallace –Residence and Driveway
MOTION: Pamela motioned and Charlotte seconded to grant preliminary approval of Robert Wallace's residence and driveway application on Lot 36-C (SG) on the conditions that: (1) The necessary septic permit is obtained prior to septic system construction; and (2) the disturbed land be reseeded after construction. Motion carried with one abstention from Robert.

Trailer Parked on Arcturus: Robert reported that there is a trailer parked on Arcturus.

Lot 89 (SG)/James Kozlik's house/trailer. David reported that the Kozlik's trailer is supposed to be moved and an application needs to be submitted.

4.3 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1 Old Business

ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. No report. JT to investigate repair of used guardrail material.

ACTION ITEM – Signs

Putting up Signs—Signs are being installed.

Purchasing signs for Hercules Road -- Denise reported they have been ordered.

ACTION ITEM – Send CD's of all standards to Denise. David gave Standards on CD to Denise.

4.3.2 New Business

Logging Trucks in SG: JT reported his concerns about the many logging trucks he has recently observed traveling in South Glastonbury.

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reported that this issue was currently being handled by our lawyer.

ACTION ITEM – Draft/mail letter to Rantallo Re: Exposing Culvert. Done.

ACTION ITEM – Status of Brettschneider Complaint re: Parcel 81 (SG). Janet reported that we had e-mailed a response to Brettschneider regarding his recent e-mail complaints of June & July 2003 concerning the eyesores on Parcel 81. David reported that Brettschneider talked to David on the phone and told him that GLA should disregard his last e-mail. Board agreed that: (a) David should request James Kozlik to call Hansard and ask for a written commitment that lists the dates for his clean-up, and (b) After James speaks to Hansard, we should again write to Brettschneider and include a hard copy of our last e-mail to him, a current progress report on the clean up status of Parcel 81 and any new information that we receive from James concerning what he has learned from Hansard..

4.4.2 New Business

ACTION ITEM –Lot 59/50 SG Complaint. No report.

ACTION ITEM –Complaint from Rakela via Mark Hartwig, atty. Not completed. David read a draft of our response to Hartwig's letter. Board agreed on a few changes to the letter before sending to Hartwig.

Complaint about Safety Issues on Caspari Way and Gemini Road:
Page 2 of 5/28/2003 letter from John Alexander and Ronda Coffey regarding safety issues on Caspari Way and Gemini Road -and- attached letter of 1/16/97 from Kathleen Alexander [John's former wife] to the Royal Teton Ranch about safety issues on Gemini Road. Board discussed and agreed to respond as follows: We have received your concerns and complaints about the safety of the Gemini Road and Caspari Way and we are looking into the issues you have listed.

4.5 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair

4.5.1 Old Business

ACTION ITEM – Submit proposed changes to Covenants and Bylaws. In progress.

4.5.2 New Business. None.

4.6 Recreation Committee Report – Robert Wallace – Chair

4.6.1 Old Business

ACTION ITEM – Legal Formation of PVRC . Tabled.

ACTION ITEM: Filing Parcel 16-A to be a part of Glastonbury. Not completed.

4.6.2 New Business.

Fundraising: Janet presented an avenue of fundraising that the local soccer players could use to raise money for the soccer field bathroom and parking lot. The Board agreed that: (1) the Board doesn't have to approve methods of fundraising; (2) the PVRC should research and know if it needs insurance for those who go door to door to fundraise; and (3) the PVRC should carefully instruct fundraisers to request donations and receive responses in a respectful manner.

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Status of web site. Tabled.

ACTION ITEM – Review Draft letter to Realtors introducing our Website. Tabled.

ACTION ITEM: - Sending Edward Documents for Placement on Website

Edward stated documents should be sent to Clare to post.

(a) Complaint form. Not done.
(b) Maps. No report
(c) Schedule of Events. **Done.**
(d) PVRC Description. Not done.

ACTION ITEM: - Approval of placing GLA Database on web site
Cost would be approximately $1,000. David requested that Edward research which database should be used.

4.7.2 New Business. None.

4.8 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair
4.8.1 Old Business: None.

4.8.2 New Business
Knapweed Spraying: JT reported that we hired a new company to spray the platted road in SG & NG and this was recently done. Reminder: GLA needs to submit our bill to the State for a refund next Spring.

Knapweed: Charlotte reported that she received a report that there was knapweed on Golden Eagle Road, an unplatted road.

4.9 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair. Tabled.

4.10 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG). No reports.

5. Other Business
5.1 Fire Reservoir Report.
5.1.1 Old Business
ACTION ITEM – Status of landscaping, adding fish, adding a fence.
David to e-mail the Board a report on the current status of the above.

5.1.2 New Business. None.

5.1 Shelter Insurance. No report.

6. Next Meeting and Adjournment
The meeting was adjourned at 11:00 p.m. with no further business. The next meeting will be held on September 8, 2003 at Golden Ratio Woodworks Cafeteria, at 7 p.m.

NEW ACTION ITEMS:

MN080403 Denise to e-mail Board asking them to vote on approving 6/4/03 meeting minutes.

GB080403 David to contact Pamela about Election Chairperson position. **Done.**

TR080403 Cynthia to send July Balance Sheet to David. **Done.**

AR080403.1 David to research finding engineer to evaluate Caspari Way.

AR080403.2 JT & David to inspect Caspari Way.

AR080403.3 Janet to draft letter to Church after above two action items are completed for Caspari Way

AR080403.4 Robert to ask Paul Rantallo date of removing trailer.

AR 080403.5 Charlotte, JT & David to inspect John Alexander's area. Also note if J. Tweedy's bus is still there.

AR080403.6 Denise to draft letter to John Alexander.

AR080403.7 David to call O'Connel's to request commitment to remove trailer.

AR080403.8 Denise to send architectural approval forms to John Hunsaker, Edward Anderson, Pedro Pinardo and Robert Wallace. **Done.**

AR080403.9 David to check with attorney about Henry Follman issue. Then Janet to write letter to Follman.

AR080403.10 Pamela to research trailer parked on Arcturus.

AR080403.11 Denise to edit 10/07/02 Adopted Mobile Home Standards and e-mail to David. **Done.**

RD080403.1 JT to investigate repair and purchasing of used guardrail on Capricorn.

RD080403.2 JT to research check on logging trucks recently observed in SG

CP080403.1 David to ask James to call Hansard. Then Denise to draft follow- up letter to Brettschneider.

CP080403.2 Janet to revise response letter to Rakela's attorney, Mark Hartwig, and send.

CP080403.3 Denise to ask Dan for latest version of MP and then send to E. Johnston.

File: MtgMins 08 04 03 rev
Draft(s): 8/11/03, 8/18/03, 8/29/03-Final
Amended:

RC080403.1 Denise to send Cynthia the past Motion regarding filing Parcel 16-A. Cynthia to file it with County Records.

RC080403.2 PVRC Committee to research our insurance liability for fundraisers and y instruct fundraiser participants to respectful and polite when requesting donations.

WB080403.1 David to e-mail report on the current status of the web site to all Board members

WB080403.2 Denise to input Complaint form and e-mail to Clare for website.

WB080403.3 Edward to research which database to use (i.e. user friendly and compatible with relatively easy to use by Board members).

FR080403 David to e-mail the Board a report on the status of landscaping, adding fish, adding a fence, etc.

File: MtgMins 08 04 03 rev
Draft(s): 8/11/03, 8/18/03, 8/29/03-Final
Amended:

2003-08-04_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 4, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 2, 2003
3. **General Business**
   3.1 New Business
   Select Election Committee Chair

4. **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM: Denise Diehl *[Cynthia]*
   4.1.2. New Business

   4.2 Architecture Subcommittee Report - Robert Wallace, Co-chair
   4.2.1. Old Business
   ACTION ITEM – Status of Caspari Way road
   Engineers Report *[JT]*
   List of Responses to Thuse's Letter *[Philip and Dan]*
   Draft Letter to Thuse *[Janet]*
   ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
   ACTION ITEM – Status of John Alexander's Waiver request

   4.2.2. New Business
   Lot 88-B (SG)/Hunsaker – Architectural Review
   Lot 32-A (NG)/Anderson – Architectural Review
   Lot 32-A (SG)/Pinardo – Architectural Review
   Lot 54-D (SG) – Driveway review
   Lot 36-C (SG)/Wallace –Architectural Review

   4.3 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[Philip]*
   ACTION ITEM – Signs
   Putting up Signs *[David]*
   Purchasing signs for Hercules Rd *[Denise]*
   ACTION ITEM – Sending CD's of all standards to Denise *[Dan]*
   4.3.2. New Business

   4.4 Complaint Committee Report – Charlotte Mizzi – Chair
   4.4.1. Old Business
   ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*
   ACTION ITEM – Draft letter to Rantallo re. Exposing Culvert *[Janet]*
   ACTION ITEM – Status of Brettschneider Complaint re: Parcel 81 (SG)

File: MtgAgenda080403

4.4.2. New Business
ACTION ITEM –**Lot 59/50 SG** Complaint
ACTION ITEM –Complaint from Rakela.via Mark Hartwig, atty. *[David]*

4.5 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
4.5.1. Old Business
ACTION ITEM – Submit proposed changes to Covenants and Bylaws *[David, Others?]*
4.5.2. New Business

4.6 Recreation Committee Report – Robert Wallace – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC
List of Issues needing membership voting *[David]*
Review of conditions to become tax deductible foundation
Jon leFeber's letter *[Recreation Committee]*
Other ways *[Dan and Robert]*
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury
4.6.2. New Business

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Status of web site *[Edward]*
ACTION ITEM – Review Draft letter to Realtors introducing our Website
ACTION ITEM: - Sending Edward and Placement of documents on Website
Complaint form *[Denise]*
Maps *[Dan]*
Schedule of Events *[Janet and Denise]*
PVRC *[Robert and Janet]*
ACTION ITEM: - Approval of placing GLA Database on web site
4.7.2. New Business

4.8 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair
4.9 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair
4.10 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business
5.1 Fire Reservoir Report
5.1.1. Old Business
ACTION ITEM – Status of landscaping, adding fish, adding a fence *[David]*
5.1.2. New Business

5.2 Shelter Insurance *[Orlando]*

6. Next Meeting and Adjournment

File: MtgAgenda080403 Rev DO

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of June 30, 2003

	Jun 30, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,149.45
1st National Bank Savings	29,266.87
Total Checking/Savings	31,416.32
Accounts Receivable	
Accounts Receivable	71,419.13
Total Accounts Receivable	71,419.13
Total Current Assets	102,835.45
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**102,836.45**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	23,433.71
Total Equity	-141,475.86
TOTAL LIABILITIES & EQUITY	**102,836.45**

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through June 2003

	Jan - Jun 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,191.79	1,275.00	-83.21
Interest Income	0.00	249.96	-249.96
Misc. Income	0.00	49.98	-49.98
Sanitation Bond Account	0.00	49.98	-49.98
Total 1. General Income	1,191.79	1,624.92	-433.13
2. Assessments			
Assessments prior to 1998	254.76	49.98	204.78
Dwelling Assessment 1998	0.00	49.98	-49.98
Dwelling Assessment 1999	180.00	150.00	30.00
Dwelling Assessment 2000	223.32	399.96	-176.64
Dwelling Assessment 2001	65.00	499.98	-434.98
Dwelling Assessment 2002	1,741.42	2,700.00	-958.58
Dwelling Assessment 2003	14,204.30	11,448.00	2,756.30
Golden Age Village Assessment	5,880.00	5,145.00	735.00
Land Assessment 1998	120.00	49.98	70.02
Land Assessment 1999	300.00	249.96	50.04
Land Assessment 2000	508.68	499.98	8.70
Land Assessment 2001	930.00	750.00	180.00
Land Assessment 2002	2,701.10	3,144.96	-443.86
Land Assessment 2003	25,079.00	18,468.00	6,611.00
Total 2. Assessments	52,187.58	43,605.78	8,581.80
3. Late Fees/Finance Charges			
Finance Charges	1,018.87	999.96	18.91
Five Percent Penalty	121.00	500.00	-379.00
Total 3. Late Fees/Finance Charges	1,139.87	1,499.96	-360.09
Total Income	54,519.24	46,730.66	7,788.58
Expense			
A. Business Expenses			
1. Banking Fees	36.00	15.00	21.00
2. Gifts & Donaltons	0.00	499.98	-499.98
3. Insurance	6,899.83	3,000.00	3,899.83
4. Licenses	15.00	15.00	0.00
5. Lien Filing	778.00	300.00	478.00
6. Rentals	0.00	69.96	-69.96
7. Sanitation Bond Refunds	500.00	499.98	0.02
8. Taxes	50.00	49.98	0.02
Total A. Business Expenses	8,278.83	4,449.90	3,828.93
B. Office Expense			
1. Copying	490.18	249.96	240.22
2. Postage	503.20	274.98	228.22
3. Office Supplies	317.34	249.96	67.38
4. Misc. Expenses	15.00	199.98	-184.98
5. Refreshments	15.11	150.00	-134.89
6. Petty Cash Account	125.79	150.00	-24.21
Total B. Office Expense	1,466.62	1,274.88	191.74
C. Professional Fees			
1. Accountant	95.00	49.98	45.02
2. Bookkeeper	2,278.00	1,399.98	878.02
3. Legal Council	570.00	999.96	-429.96
4. Manager	1,357.55	1,099.98	257.57
5. Misc. Professional Fees	0.00	49.98	-49.98
6. Secretarial	3,622.00	3,000.00	622.00
7. Treasurer	0.00	150.00	-150.00
8. Web Site	281.00	150.00	131.00
Total C. Professional Fees	8,203.55	6,899.88	1,303.67

GLA 01408

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through June 2003

	Jan - Jun 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64	15,000.00	112.64
2. Misc. Road Maint.	120.00	999.96	-879.96
3. Misc. Supplies	0.00	499.98	-499.98
4. Road Grading	4,105.00	6,000.00	-1,895.00
5. Sanding	1,395.77	750.00	645.77
6. Snow Plowing	4,840.00	1,249.98	3,590.02
7. Snow Fences	0.00	199.98	-199.98
Total D. Road Repairs & Maintenance	25,573.41	24,699.90	873.51
E. General Expenses			
1. Clean-up Day	0.00	600.00	-600.00
2. Equipment Repair & Maint.	0.00	150.00	-150.00
3. Miscellaneous	898.70	249.96	648.74
4. Weed Control	2,160.00	750.00	1,410.00
Total E. General Expenses	3,058.70	1,749.96	1,308.74
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	1,999.98	-1,062.24
2. Master Plan	0.00	499.98	-499.98
3. Guardrails	1,261.59	1,500.00	-238.41
4. Recreation Area	5,000.00	1,999.98	3,000.02
Total F. Misc. Projects	7,199.33	5,999.94	1,199.39
G. Emergency Fund	0.00	55.98	-55.98
Total Expense	53,780.44	45,130.44	8,650.00
Net Income	738.80	1,600.22	-861.42

GLA
08/02/03
Treasurer's Report

Effective July 14, 2003 the Accounts Receivable list total is $ 69,104.16. (This is a special report printed for my collections process.)

Of this total amount liens are filed on $45,920.04.

C:\My Documents\Liens total filed.doc

GLA
TREASURERS
UPDATE 7-23-03

List of 7 Liens prepared and filed on July 30th 2003

Scott Pellet	SG 83	$488.45
Jorn Eisvang	SG64	$565.10
Robert Sherwood	SG50D	$483.27
Craig Newhouse	NG 57-E-1	$658.14
John Diaz	SG32B	$603.15
Chalice Well	SG 84	$483.27
Thomas Germaine	SG 24	$814.52 (total $4095.90)

Thank you.

Cynthia Blocker

C:\My Documents\GLA update on liens filed 7-29-03.doc

Delinquent accounts making payments				2003				
8/2/03	Lot NO.	Deliquent amount	Total due to date	send payment form	Rec'd Pay form	Payment to be sent in monthly	60 day notice	
		plus late fees				checked	mailed	
Kristy L. Hall	NG 11D	$ 299.11	$ 539.11	Yes	yes	$ 45.00	3/23/03	
Carlson, Patricia Murphy	NG37E	$ 299.11	$ 539.11	yes	yes	$ 5.00	3/23/03	
Pettersdn, Ola	SG103	$ 598.32	$ 838.32	Due from escrow			3/19/03	
Patterson, Dewayne	NG37A	$ 432.91	$ 652.91	yes	yes	$ 100.00		
Terhorst, Jacobus	SD60	$ 259.61	$ 459.61	yes	yes	$ 30.00		
Totals		$ 1,889.06	$ 3,029.06					
		delinquent	total due					

GLA 01412

Notice of Meeting of Board of Directors

Of

Glastonbury Landowners Association, Inc.

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on August 4, 2003, 7:00 p.m., at the Golden Ratio Woodworks cafeteria in Emigrant, Montana.

Dated July 29, 2003

By: Denise M. Orr
Denise M. Orr
Secretary

Dear Board:

David asks that you please be ready to report on Action Items you are responsible for as listed in the August agenda. Also, please review:

Additional contents of this package:

a) Letter from Mark J. Hartwig, Kathleen Rakela's attorney
b) Architectural Applications from John Hunsaker and Edward Anderson. I don't have complete applications for the remaining projects listed on the agenda; hopefully I will receive complete copies so that I can give them to you before or by Monday.
c) Mobile Home Standards Draft 7/30/03

-and-

The contents of the package sent to you for the July 14th meeting.

a) Meeting Minutes for June
b) Everett Johnston (June 24, 2003) letter
c) John Alexander (May 28, 2003) letter

As you may have heard, the July14 meeting was not held because 5 Board members attended which did not give us a quorum. An informal meeting was held with 4 landowners (including Everett & Mary Johnston, Carl Anderson and Rick Spallone) who voiced their questions and concerns about various matters.

Reminder: please give someone your proxy if you are unable to attend a Board meeting. Thank you.

Denise

Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on Aug 4, 2003
date

Pamela May
signature

8-4-03
date

2003-09-08_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 8, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks and Daniel gave the opening prayer.

PRESENT: David Tonkin (President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson, and Edward Anderson
ABSENT: Robert Wallace (Vice-President), Philip Hoag, Pamela May, James Trisdale (JT)
PROXIES: None.
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**

June 2, 2003 Meeting Minutes
MOTION: Janet motioned and Orlando seconded to approve the 6/2/03 meeting minutes. Motion carried.

August 4, 2003 Meeting Minutes
MOTION: Charlotte motioned and James K. seconded to approve the 8/4/03 meeting minutes. Motion carried.

3. **Report of Officers and Committees**

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Checkbook Transactions for August 2003," "Balance Sheet As of July 31, 2003" and Income and Expense Budget Overview January through July 2003."

3.2 Election Committee Report – Pamela May, Chair
David requested that each Board Member call at least one landowner to ask if he/she would like to run for Board of Director. There was a discussion that the landowners would be voting on a 3-year term for Board members (rather than the present 2-year term) at the Annual Meeting.

3.3 Architecture Subcommittee Report - Robert Wallace, Co-chair

3.3.1 Old Business
ACTION ITEM – Status of Caspari Way road: David reported that he inspected Caspari Way road and that the slope is not a big problem. The inside edge of the road is full of rocks and needs to be graded. JT will do a cross slope measurement. The Board discussed that it may want to propose to the CUT that the GLA will grade the road and split the cost with CUT.

File: MtgMins 09 08 03.doc
Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

ACTION ITEM - Inspection of Road/Engineers Report [JT] No report.

ACTION ITEM - Draft Letter to Thuse. David read draft letter. Board agreed GLA should send letter to Thuse and copy the CUT with the same proposal as voted by the Board at the August 3, 2003 meeting and request them to grade the road, removes the rocks out from the start of the Caspari Way up to John Alexander's house, and remove the trees that were pulled up when the Church built the road.

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home. No report.

ACTION ITEM – Status of Inspection of John Alexander's property. Charlotte, David and JT still need to meet with Alexander, and then send letter.

ACTION ITEM – Letter to Alexander. Preliminary draft is done. After inspection takes place, letter will be sent to Alexander.

ACTION ITEM – O'Connel's Trailer. David was unable to reach O'Connel's and will try again.

ACTION ITEM – Follman's Driveway. David reported that he needs to consult with our attorney before we write to Follman. The Board discussed and agreed to combine the two draft letters to Follman. Letter should begin with "We're concerned with winter coming that the driveway is too steep, etc."

3.3.2 New Business
Lot 32-B (SG)/John Diaz – Architectural Review. Board discussed.
MOTION: Dan moved and James K. seconded to approved the moving of the home on the condition that (1) the mobile home is moved within 12 months; and (2) the $250 bond must be paid or a snow fence is constructed on the north side of the property. Motion carried.

Lot 43-5/NG James Kozlik/ Garage application:
MOTION: Dan moved and Charlotte seconded to approve James Kozlik's garage construction. Motion carried.

MOTION: Charlotte moved and Cynthia seconded to amend the motion by adding that the bond would be waived. Motion carried.

Lot 2A, (NG)/Marjorie Lombard: Updated application, dated 9/7/03, for the Board to reconsider construction of a galvanized steel shop/multi-purpose building for a home-based business at a new location. Board discussed application at length.

File: MtgMins 09 08 03.doc
Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

MOTION: Orlando called for a division of the house and Edward seconded regarding approval of Marjorie Lombard's steel building application. Motion carried (5 were in favor; 1 against; and 1 abstained).

The Board continued its discussion of the application and it became apparent that many board members were confused by the above motion . Many thought that it was a motion to approve the application.

MOTION: Orlando moved and Edward seconded to reconsider the previous motion. Motion carried (4 approved and 3 opposed).

The Board had further discussions regarding the issue. Charlotte, speaking as a landowner, stated that the Board had not been given adequate notice or time to review Marjorie Lombard's application (i.e. the Board just received her application at the meeting).

MOTION: Charlotte motioned and Janet seconded to table the review of M. Lombard's steel building and to review it at the September 22, 2003 Board Meeting. Motion carried.

Brettschneider Driveway: James K. and David reported that the cut slope of his private driveway significantly exceeded the maximum slope and should be cut back. Discussion was tabled.

3.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.4.1 Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout. No report.

ACTION ITEM – Logging Trucks. David reported that the logging trucks are coming from private land up Dry Creek Road and not from GLA land.

3.4.2 New Business
Mowing Edge of Roads: David and JT will handle mowing of all GLA platted roads for winter.

3.5 Complaint Committee Report – Charlotte Mizzi – Chair
3.5.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reported that our attorney has filed injunctive relief.

ACTION ITEM – Letter to Rantallo re: Exposing Culvert. David reported that GLA received letter from Rantallo that stated culvert had been repaired. David will check out area as there may be rocks that need to be removed.

File: MtgMins 09 08 03.doc
Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

ACTION ITEM – Status of Cleanup on Hansard property. David reported that he and JT checked out Hansard property and there has been some improvement (i.e. a number of areas were cleaned up; debris is being readied to be buried; house is gone). James K. to call Hansard to request dates for clean-up plan. Board discussed sending letter to Brettschneider stating that progress has been made and that we'll give him update as soon as we confirm dates for clean-up completion.

ACTION ITEM – Response letter to Rakela's attorney. No Report

ACTION ITEM – Send latest version of Master Plan to Everett Johnston. Dan to send Denise copy for Everett.

3.5.2 New Business

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair. (See 3.6.2.) No report.

3.6.1 Old Business
ACTION ITEM – Submit proposed changes to Covenants and Bylaws. Discussed benefits and potential problems with Master Plan. Orlando and Jim K to research whether Master Plan will have tax implications and bring findings to October meeting.

Board agreed to review changes to Master Plan, Bylaws and Covenants for final approval at a special Board meeting scheduled for 9/22/03 at 7:00 p.m. at the Golden Radio Woodworks Cafeteria. Approved version will be mailed in early part of October to landowners for their feedback. Dan will make first draft of cover letter to accompany the proposed Master Plan mailing.

3.6.2 New Business None

3.7 Recreation Committee Report – Robert Wallace – Chair

3.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC

1) List of Issues needing membership voting. David reported that he has reviewed the Bylaws and needs to ask our attorney's opinion.
2) Review of conditions to become tax deductible foundation
David stated the PVRC should review Jon leFeber's letter (re: what it takes to become a tax deductible foundation) and then present its recommendations to the GLA Board

File: MtgMins 09 08 03.doc
Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

concerning what type of organization it wants to be. Dan also to research other ways where it might be less expensive than using an attorney.

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury. Tabled.

3.7.2 New Business

3.8 Web Site Committee Report - Edward Anderson, Chair

3.8.1 Old Business

ACTION ITEM – Status of web site. Edward reviewed the various documents that are still needed for posting. He still needs the building application form, Rules and Procedures, Standards, Notice of meetings, architectural forms, complaint forms, complaint procedures based on complaint procedure memo and list of snow plowers. We should check whether we are able to use maps of area with permission.

Discussed placing link to GIS website which shows Park County – Emigrant area parcels. Board discussed having a link on the GLA Meeting dates page. There could also be a link allowing landowners to request the next meeting's agenda. Edward to put a proposal together regarding links to GIS and others on our website

Dan reported that Andrew Field has a website called "Glastonbury" and that he would be willing to transfer it to us. The website's annual fee is $12. The board approved to use it.

ACTION ITEM – Review Draft letter to Realtors introducing our Website

Draft letter to realtors will be e-mailed to Board for review. Orlando recommended using EBay to sell homes. Janet, Jim K., Edward and Orlando to meet separately to draft realtors' letter.

ACTION ITEM - Sending Edward forms for placement on Website:

Complaint form and procedures - Denise to send to Clare.

Maps - Dan to call for copyright permission to use maps on our website.

PVRC Description – Still needed.

ACTION ITEM - Approval of placing GLA Database on our Website
Board discussed using SQL database of landowners on website for Board use only. David reported that Rudy Parker could create database for $1,000 and explained the

various features of the site, including the capability of creating a sheet that would list voting information. Clare's database would not be compatible with this database, and therefore, information will need to be inputted separately. Board will have the ability to download the information from the database into their personal computer.

MOTION: Charlotte motioned and James Kozlik seconded to pay $1,000 to place SQL database on website. Motion carried.

3.8.2 New Business None

3.9 Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair. Board discussed that GLA is over budget and will not be spraying this fall. We will wait until next year because of cost issue ($2,200). We would need a special license for toxic fumes if we rented equipment. MOTION: James Kozlik and Janet seconded that GLA researches details of what it would take to own our weed sprayer equipment, etc., for next spring, etc., and determine cost and liability insurance, etc.

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair. David will call Pamela and request that she handle arrangements for fall clean-up day.

4. **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5. **Other Business**

5.1 Old Business:

Fire Reservoir Report

ACTION ITEM – Status of landscaping, adding fish, adding a fence. David reported: (1) GLA will need to weed, landscape and seed banks with grass. (2) He talked to State about putting fish into the fire reservoir to control mosquitoes and was told we can't do without state approval and a permit unless the pond water does not enter into state waters. The stream feeding the reservoir does not enter Dry Creek; it percolates into the ground before reaching the creek. (3) We also found a new and less expensive insurance carrier which instructed us to place a "No Fishing or Swimming" sign near pond.

5.2 New Business

Memo of 9/8/03: Request by Thomas More School to Use Certain Paved Roads in NG on afternoon of 10/6/03 for Annual Bike-a-Thon. Marjorie Lombard presented request and discussed details with Board.

MOTION: Orlando motioned and James K. seconded to approve the 9/8/93 memo request concerning Thomas More School to Use Certain Paved Roads in NG on afternoon of 10/6/03 for Annual Bike-a-Thon. (see memo attached). Motion carried.

Shelter Insurance. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:50 p.m. with no further business. The next meeting will be held September 22, 2003 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

EC0908033.2	Each Board Member call at least one landowner to ask if he/she would like to run for GLA Board of Directors.
AR0908033.3.1.1	JT to do a cross slope measurement of Caspari Way road. **Done**
AR0908033.3.1.2	Janet to draft letter with David to Church re: Caspari Way.
AR0908033.3.1.1	David, Charlotte & JT to visit Alexander. **Done** Then send letter.
AR0908033.3.1.2	David/Janet send letter to Thuse.
AR0908033.3.1.3	Janet to draft letter to Follman re: driveway.
AR0908033.3.2.1	Denise send project approval w/stipulations to John Diaz.
AR0908033.3.2.2	Denise to send project approval to James Kozlik.
AR0908033.4.2	David and JT to mow GLA platted roads. **Done**
CP0908033.5.1.1	David to check out Rantallo culvert area for possible rock removal. **Done**
CP0908033.5.1 .2	James K. to call Hansard to request dates for clean-up plan. Then Denise to draft letter to Brettschneider.
MP0908033.6.1	Denise send newest Master Plan to E. Johnston. **Done.**
MP0908033.6.2.1	Orlando to research whether Master Plan will have tax implications and bring findings to October meeting.
MP0908033.6.2.2	Denise to make copies of updated changes on Master Plan, Covenants & Bylaws and send to Board for review at 9/22/03 meeting. **Done**
MP0908033.6.2 .3	After 9/22/03 meeting, send approved version of Master Plan and changes to Bylaws and Covenants to landowners. Dan to write first draft of cover letter to accompany the proposed Master Plan.

File: MtgMins 09 08 03.doc
Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

RC0908033.7.1.1	David to ask attorney's opinion regarding PVRC issues needing landowners vote.
RC0908033.7.1.2	PVRC Committee to review Jon leFeber's letter and present it's recommendations to the GLA Board
RC0908033.7.1.3	Dan to research other ways to set up PVRC that might be less expensive than using an attorney.
WB0908033.8.1.1	Denise to check with Clare re: documents sent for website; send revised complaint form and new complaint procedure forms for landowners. **Done**
WB0908033.8.1.2	Edward and Janet to draft letter to realtors introducing our Website and e-mail to Board for review.
WB0908033.8.2.1	Dan to obtain copyright permission to use maps on our website.
WB0908033.8.2.2	Edward to contact Andrew Field requesting transference of his "Glastonbury" website.
WB0908033.8.2.3	Edward to prepare proposal concerning GLA website using links to GIS and others.
WB0908033.8.2.4	Contact Rudy regarding Board's approval to pay $1,000 to place GLA Database on our Website
WD0908033.9.1	? to research details of what it would take for GLA to own our weed sprayer equipment, etc., for next spring, etc., and determine cost and liability insurance, etc.

File: MtgMins 09 08 03.doc
Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

2003-09-08_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 8, 2003

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes
June 2, 2003
August 4, 2003

3. Report of Officers and Committees

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
3.1.1 Old Business
3.1.2 New Business

3.2 Election Committee Report – Pamela May, Chair

3.3 Architecture Subcommittee Report - Robert Wallace, Co-chair
3.3.1 Old Business
ACTION ITEM – Status of Caspari Way road
Inspection of Road/Engineers Report *[JT]*
Draft Letter to Thuse *[Janet]*
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Status of Inspection of John Alexander's property *[JT]*
ACTION ITEM – Letter to Alexander *[Denise]*
ACTION ITEM – O'Connel's Trailer *[David]*
ACTION ITEM – Follman's Driveway *[David]*
3.3.2 New Business
John Diaz/Lot 32-B SG – Architectural Review

3.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair
3.4.1 Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[Philip]*
ACTION ITEM – Logging Trucks *[David]*
3.4.2 New Business
Mowing Edge of Roads

3.5 Complaint Committee Report – Charlotte Mizzi – Chair
3.5.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*
ACTION ITEM – Letter to Rantallo re. Exposing Culvert *[Janet]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
ACTION ITEM – Response letter to Rakela's attorney
ACTION ITEM – Send latest version of Master Plan to Everett JohnstonN
3.5.2 New Business

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
3.6.1 Old Business
ACTION ITEM – Submit proposed changes to Covenants and Bylaws *[David, Others?]*
3.6.2 New Business

(over)

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3.7 Recreation Committee Report – Robert Wallace – Chair

3.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC
List of Issues needing membership voting *[David]*
Review of conditions to become tax deductible foundation
Jon leFeber's letter *[Recreation Committee]*
Other ways *[Dan and Robert]*
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury

3.7.2 New Business

3.8 Web Site Committee Report - Edward Anderson, Chair

3.8.1 Old Business

ACTION ITEM – Status of web site *[Edward]*
ACTION ITEM – Review Draft letter to Realtors introducing our Website
ACTION ITEM: - Sending Edward forms for placement on Website:
Complaint form *[Denise]*
Maps *[Dan]*
PVRC Description *[Robert and Janet]*
ACTION ITEM: - Approval of placing GLA Database on our Website

3.8.2 New Business

3.9 Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

4. Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business

5.1 Fire Reservoir Report

5.1.1 Old Business

ACTION ITEM – Status of landscaping, adding fish, adding a fence *[David]*

5.1.2 New Business

5.2 Shelter Insurance *[Orlando]*

6. Next Meeting and Adjournment

File: M... ...enda09/08/03

Recd 9/8/03 MTG

08/20/03

Glastonbury Landowners Association, Inc.
Balance Sheet
As of July 31, 2003

	Jul 31, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	1,019.75
1st National Bank Savings	29,266.87
Total Checking/Savings	30,286.62
Accounts Receivable	
Accounts Receivable	68,865.74
Total Accounts Receivable	68,865.74
Total Current Assets	99,152.36
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**99,153.36**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	19,750.62
Total Equity	-145,158.95
TOTAL LIABILITIES & EQUITY	**99,153.36**

08/20/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2003

	Jan - Jul '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,191.79	1,487.50	-295.71
Interest Income	0.00	291.62	-291.62
Misc. Income	0.00	58.31	-58.31
Sanitation Bond Account	0.00	58.31	-58.31
Total 1. General Income	1,191.79	1,895.74	-703.95
2. Assessments			
Assessments prior to 1998	254.76	58.31	196.45
Dwelling Assessment 1998	0.00	58.31	-58.31
Dwelling Assessment 1999	180.00	175.00	5.00
Dwelling Assessment 2000	223.32	466.62	-243.30
Dwelling Assessment 2001	102.63	583.31	-480.68
Dwelling Assessment 2002	1,970.04	3,150.00	-1,179.96
Dwelling Assessment 2003	15,024.30	13,356.00	1,668.30
Golden Age Village Assessment	5,880.00	6,002.50	-122.50
Land Assessment 1998	120.00	58.31	61.69
Land Assessment 1999	300.00	291.62	8.38
Land Assessment 2000	628.68	583.31	45.37
Land Assessment 2001	1,121.31	875.00	246.31
Land Assessment 2002	3,029.16	3,669.12	-639.96
Land Assessment 2003	26,299.00	21,546.00	4,753.00
Total 2. Assessments	55,133.20	50,873.41	4,259.79
3. Late Fees/Finance Charges			
Finance Charges	1,149.64	1,166.62	-16.98
Five Percent Penalty	169.00	500.00	-331.00
Total 3. Late Fees/Finance Charges	1,318.64	1,666.62	-347.98
Total Income	57,643.63	54,435.77	3,207.86
Expense			
A. Business Expenses			
1. Banking Fees	36.00	17.50	18.50
2. Gifts & Donaitons	0.00	583.31	-583.31
3. Insurance	7,531.83	3,500.00	4,031.83
4. Licenses	15.00	17.50	-2.50
5. Lien Filing	967.00	350.00	617.00
6. Rentals	0.00	81.62	-81.62
7. Sanitation Bond Refunds	500.00	583.31	-83.31
8. Taxes	50.00	58.31	-8.31
Total A. Business Expenses	9,099.83	5,191.55	3,908.28
B. Office Expense			
1. Copying	490.18	291.62	198.56
2. Postage	503.20	320.81	182.39
3. Office Supplies	317.34	291.62	25.72
4. Misc. Expenses	15.00	233.31	-218.31
5. Refreshments	15.11	175.00	-159.89
6. Petty Cash Account	375.79	175.00	200.79

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2003

	Jan - Jul '03	Budget	$ Over Budget
Total B. Office Expense	1,716.62	1,487.36	229.26
C. Professional Fees			
1. Accountant	95.00	58.31	36.69
2. Bookkeeper	2,278.00	1,633.31	644.69
3. Legal Council	1,348.20	1,166.62	181.58
4. Manager	1,423.55	1,283.31	140.24
5. Misc. Professional Fees	0.00	58.31	-58.31
6. Secretarial	4,022.00	3,500.00	522.00
7. Treasurer	0.00	175.00	-175.00
8. Web Site	281.00	175.00	106.00
Total C. Professional Fees	9,447.75	8,049.86	1,397.89
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64	17,500.00	-2,387.36
2. Misc. Road Maint.	120.00	1,166.62	-1,046.62
3. Misc. Supplies	0.00	583.31	-583.31
4. Road Grading	4,105.00	7,000.00	-2,895.00
5. Sanding	1,395.77	875.00	520.77
6. Snow Plowing	4,840.00	1,458.31	3,381.69
7. Snow Fences	0.00	233.31	-233.31
Total D. Road Repairs & Maintenance	25,573.41	28,816.55	-3,243.14
E. General Expenses			
1. Clean-up Day	0.00	700.00	-700.00
2. Equipment Repair & Maint.	39.48	175.00	-135.52
3. Miscellaneous	898.70	291.62	607.08
4. Weed Control	4,080.00	875.00	3,205.00
Total E. General Expenses	5,018.18	2,041.62	2,976.56
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	2,333.31	-1,395.57
2. Master Plan	0.00	583.31	-583.31
3. Guardrails	1,261.59	1,750.00	-488.41
4. Recreation Area	5,025.10	2,333.31	2,691.79
Total F. Misc. Projects	7,224.43	6,999.93	224.50
G. Emergency Fund	0.00	65.31	-65.31
Total Expense	58,080.22	52,652.18	5,428.04
Net Income	**-436.59**	**1,783.59**	**-2,220.18**

MEMO

To: Glastonbury Landowners Association

From: Thomas More Schools
Marjorie Lombard

Date: September 8, 2003

RE: **REQUEST TO USE CERTAIN PAVED ROADS IN NORTH GLASTONBURY ON SUNDAY AFTERNOON, OCTOBER 6, FOR ANNUAL BIKE-A-THON.**

1. For a number of years the school has used 2 ½ to 5 miles of the Mill Creek Road east of East River Road for its annual Bike-a-thon. Staff have felt for a number of years that we are more vulnerable along that stretch than we would like to be. We did cut back to using only 2 ½ miles several years ago, however we allow local traffic through and have to ask other drivers to take a detour around the Pray Road. Local traffic is usually pretty gracious and careful as they go through, but we also have a hard time keeping parents with young children off the road at the start point. Detour people are sometimes gracious, sometimes not.
2. We would like you to consider our use of the N. Glastonbury road from the top of the hill (Sirius Drive) at its east end, to the corner of Sirius and Aries, and then north to the T with Capricorn for our bikers.
3. Our plan would be to let locals know well ahead and also have signage up the day of the Bike-a-thon, asking all traffic headed in for residences along or off of Capricorn to use the north entrance from 89.
4. We would ask Pete Story if all heading to or from GAV or residences on Taurus Road, could use his road that afternoon.
5. Thus, no traffic would need to come on the road stretches named in 2 above.
6. We would close roads at 12:45 (after church was out)—and run the Bike-a-thon for four hours—until 5:00 when the roads would be reopened.
7. Sunday afternoons tend to be slow times along our roads, according to some observers.

NORTH AND SOUTH GLASTONBURY
BOARD ELECTION ELIGIBLITY

ELIGIBLE TO RUN
Will have completed their terms of office in November

North Glastonbury
1) Edward Anderson (He had the least votes by about 2 of the NG nominations and therefore was put into finishing Jon Olsen's position who had one more year to complete)
2) Charlotte Mizzi
3) Robert Wallace

South Glastonbury
1) Cynthia Blocker
2) Dan Kehoe
3) David Tonkin

NOT ELIGIBLE TO RUN
Have 1 More Year of 2-Year Term

North Glastonbury
1) James Kozlik
2) Janet Naclerio
3) Philip Hoag

South Glastonbury
1) Orlando Johnson
2) Pamela May
3) James Trisdale

Glastonbury Landowners Association
Complaint Form

(Attach separate sheet if more space is needed)

Date_____

Name(s) of landowner complainant(s). _____

Parcel/Lot No._____ North___ South___ Glastonbury *(Check One)* Phone No. (____)_____

Mailing Address _____

State *Zip*

Name(s) of landowner(s) involved in alleged violation. _____

Parcel/Lot No._____ North___ South___ Glastonbury *(Check One)*

Specific Section and Title in Covenants relating to alleged violation. Section: _____

Title:_____

History of the problem. _____

Have you communicated with the other landowner(s) involved in the alleged violation and tried to resolve the situation amicably? YES ____ NO____ (If no, please do so before submitting this complaint.)

Date, time and details of your communication for attempted resolution._____

Complainant Signature:_____

Please mail this completed form to the Glastonbury Landowners Association, Attn: Complaint Committee, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

For GLA Use

Date received. _____ Date reviewed: _____

Recommended action. _____

Disposition._____

Signature of Board Member Reviewing Complaint. _____

File: ComplaintForm.doc

Proxy for 9/8/03 MTG

----- Original Message -----

From: Pamela Miksch
Sent: Monday, September 08, 2003 9:04 AM
To: DENISE ORR; cynthia blocker
Cc: CBLOCKER@TSL.ORG
Subject: TONIGHT

I'VE FELT REALLY LOUSY THE LAST FEW DAYS, SO I'M NOT COMING TO THE MEETING TONIGHT. I FEEL TOO WOBBLY TO EVEN GET A PROXY OVER TO CYNTHIA, SO IF IT'S O.K. TO HAVE THIS SERVE AS MY PROXY TO CYNTHIA, I'D APPRECIATE IT.
THE ONLY ONE'S WHO HAVE REPONDED TO ME ABOUT WILLINGNESS TO RUN THIS YEAR ARE CYNTHIA, DAVID & EDWARD. DAN, CHARLOTTE & ROBERT WILL NEED TO BE ASKED.
THANKS,
PAMELA

----- Original Message -----

From: Jannac99@aol.com
Sent: Wednesday, September 03, 2003 10:39 PM
To: denisemorr@msn.com
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

I , Janet Naclerio, motion to approve the Draft of the June 2, 2003 Draft of GLA Board of Directors
Meeting Minutes as written. Date: 9/3/03

----- Original Message -----

From: Dancynv7@aol.com
Sent: Thursday, September 04, 2003 9:42 PM
To: denisemorr@msn.com
Subject: Fwd: Please vote: Draft of GLA Meeting Minutes of June 2.

I Cynthia Blocker approve the June 2, 2003 meeting minutes-- today 9/5/03

----- Original Message -----

From: Pamela Miksch
Sent: Thursday, September 04, 2003 8:14 AM
To: Denise Orr
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

> Approval with no amendments
>
> I,PAMELA MAY, motion to approve the Draft of the June 2, 2003
> Draft of GLA Board of Directors Meeting Minutes as written. Date: 9-4-03

----- Original Message -----

From: Edward Anderson
Sent: Thursday, September 04, 2003 10:46 PM
To: Denise Orr
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

I, Edward Anderson , motion to approve the Draft of the June 2, 2003 Draft of GLA Board of Directors

Meeting Minutes as written. Date: September 4, 2003

----- Original Message -----

From: Jkoz59027@aol.com
Sent: Friday, September 05, 2003 8:53 AM
To: denisemorr@msn.com
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

I Jame Kozlik approve of the June 2 nd 2003 GLA meeting minutes.

2003-10-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 6, 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Dan gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Edward Anderson, Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson, Pamela May
   ABSENT: Philip Hoag, James Trisdale (JT)
   PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA secretary)

2. **Reading and Disposition of the Minutes General Business**
   MOTION: Orlando motioned and James Kozlik seconded to approve September 8, 2003 meeting minutes. Motion carried.

3 **General Business**

3.1 Old Business: No report.

3.2 New Business: Board discussed various institutions to which it might designate the GLA Gifts and Donations Fund of $1,000 for 2003. Board members proposed donating to Church Universal and Triumphant, Emigrant Church, Thomas More School, Arrowhead School, Cambodia Orphanage, Livingston Food Bank or local needy families.
MOTION: Janet motioned and Charlotte seconded to allocate the GLA Gifts and Donations Fund of $1,000 for 2003 divided in the following manner: 1/3 of the fund to Church Universal and Triumphant, 1/3 to Thomas More School and 1/3 to Livingston Food Bank. Motion did *not* carry.

A Board discussion followed concerning the division of the $1,000 Gifts and Donations Fund between different recipients would diminish the value and impact of the donation.

MOTION: Robert motioned and James Kozlik seconded to give the GLA $1,000 Gifts and Donations Fund for 2003 to the Thomas More School. The Board voted 5 in favor, 3 against and 1 abstention. Motion carried.

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Blocker, Treasurer
   Cynthia passed out "Balance Sheet as of September 30, 2003" and "Income and Expense Budget Overview, January through September 2003."

   4.1.1 Old Business. None

   4.1.2 New Business.

   4.1.2.1 Cynthia reported that she spoke to our bank about the possibility of GLA receiving credit card payments. She will do further research and report at the next meeting the costs of a credit card machine and printer.

File: MtgMins 10 06 03.doc
Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

4.1.2.2 Cynthia passed out a proposal entitled "Oct 6, 2003 MOTION TO CONSIDER: Special Contractors Waiver of Assessment Fees." The Board discussed her proposal and suggested edits.
MOTION: Cynthia motioned and Charlotte seconded to approve an assessment fee waiver for Landowners who are subdividing. Effective January 1, 2004, a Landowner who is subdividing his parcel or tract may ask for a special assessment fee waiver. GLA will still charge the landowner on all subdivided tracts or lots, but collection of these fees will be as follows:

Assessments on a minimum of one unsold tract or lot per subdivision will be due each year and assessments on the remaining tracts or lots will not become due until the individual lot or tract is sold. The normal late fees and normal interest rates will not apply. The interest charged for contractors will be 6% per year on the unpaid balance. Motion carried.

The Board also discussed that the assessment fee waiver would be optional and not automatic. In other words, landowners would have to apply for the waiver by contacting the GLA Treasurer's Office. Application for the waiver could *not* be on a retroactive basis.

4.2 Election Committee Report – Pamela May, Chair
The Board discussed the status of their contacts with potential candidates.
Pamela proposed several suggestions to improve the November 15th Annual Meeting, as follows:

(1) Shorten its length; (2) All current Board members will sit at conjoined tables in front of the audience rather than approaching the podium to speak; (3) To avoid unnecessary repetition of information and disruption, the audience will be requested to ask their questions after all Board members have given their reports; and (4) Landowners may submit written questions to the Board. The Board agreed that these recommendations.

4.3 Architecture Subcommittee: Robert Wallace/James Kozlik, Co-Chair

4.3.1 Old Business

ACTION ITEM – Status of Caspari Way road

Inspection of Road/Engineers Report: David reported that JT and he had inspected Caspari Way and concluded that it is not necessary to get an engineer to represent GLA. The road is narrow --- approximately 18 feet similar to some of the roads in upper areas of high SG. The following recommendations were made by JT and David: (1) cut out on the inside approximately 2 ft. of the material that has sloughed off the slope and discard it; (2) construct a ditch to catch rocks that continue to slough off the edge of the road, (3) construct a 10 inch

culvert across the road at the point where John Alexander's driveway comes off of it since it's a low spot and the water is going to have to run across the road, which will cause erosion. JT called Archie Mann requesting the cost of the above procedures and was told it would cost $1,200.

Draft Letter to Thad Huse: David will work with Janet to draft a letter to Huse.
MOTION: Dan motioned and Pamela seconded to amend previous motion (August 4, 2003) and send a letter to Huse that states the GLA will agree to pay ½ of the cost of guardrails provided that the Church pays the $15,000 owed to the GLA for the Master Plan; and the Church pays for the following improvements to the road: (1) On the inside of the road -- cutting out approximately 2 ft. of the material that has sloughed off the slope and discard it; (2) construction of a ditch to catch rocks that continue to slough off the edge of the road; (3) construction of a 10 inch culvert across the road at the point where John Alexander's driveway comes off of it (this is needed because it is a low spot and the water is going to have to run across the road which will cause erosion); and (4) removal of trees pulled out during the construction of the road and left behind. Motion carried with one abstention.

ACTION ITEM – Date when Paul Rantallo is to remove his mobile home. Robert will call him and advise him the trailer needs to be moved within 60 days; this is our fall back position and we would prefer to avoid taking legal action.

ACTION ITEM – Status of Inspection of John Alexander's property.
David reported that JT had talked to John about cleaning up his property and that JT and he visited the property. They noted that there was still much debris on the property. In JT's phone call to John, he had promised to remove tires from the top of mobile homes in addition to what his waiver request outlined.

ACTION ITEM – Letter to Alexander. Draft letter has been written.

ACTION ITEM – O'Connel's Trailer. Charlotte reported that the trailer has been moved.

ACTION ITEM – Follman's Driveway. The builder of Follman's road advised David that he recently graded the road. David will inspect the road. If it is determined that the road is within 14%, GLA will be able to approve the road.

4.3.2 New Business
Lot 56-A (SG)/ Ross and Connie Fitzgerald: Application for Home Construction.
GLA received Ross Fitzgerald's application on an outdated application form. David reported that he checked out the construction site and it appeared to be fine. New application forms will be sent to Ross.

MOTION: Robert moved and Orlando seconded to approve Ross Fitzgerald's home construction application on Lot 56-A (SG) pending receipt of Ross's project application on updated forms. Motion carried.

4.4 Road Committee: Philip Hoag/James Trisdale, Co-Chair

4.4.1 Old Business

ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. David reported that one washout has been filled in and another one (located at the bottom of the road) is in the process of being repaired and should be completed within a few weeks. It was also reported that used guardrail has been found and the repair will include it and the I-beams as described in 4.4.2 below.

4.4.2 New Business

Guardrail proposal. David and JT proposed using standard guardrail system that includes 4-inch I-beams buried approximately 4-feet into the ground and with 3 cables mounted 28 inches above the ground. Equipment for repairing can be rented at $700 per week.

Board further discussed there will need to be another motion regarding guardrails at November meeting. Information will be E-mailed to Board members.

Missing sign on Capricorn Drive. James Kozlik reported there is an arrow sign missing from the curve on Capricorn.

4.5 Complaint Committee: Charlotte Mizzi/Pamela May, Chair

4.5.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Kathleen Woodriff Ulrich. David reported that our attorney has delivered our complaint to Kathleen. David said that Kathleen spoke with him and told him that the County allows abandoned cars to be left if covered with canvas and that the tents and some materials outside belong to her ex-husband, who is in the process of moving them off site. David will ask Kathleen to put in writing her plans for responding to our complaint. He will also call our attorney.

ACTION ITEM – Status of Exposing Culvert. David reported the culvert was exposed and operational. There may still be some rocks removed. Robert will tell Rantallo that on the upstream side of the culvert there are piles of rocks that need to be removed and it appears that Rantallo created this situation.

ACTION ITEM – Status of Cleanup on Hansard property. James Kozlik reported that: (1) He has endeavored to contact Hansard through a number of phone calls and will continue

attempting to reach him; (2) that he and his wife, Marian, have done some clean-up on Hansard's property and observed other cleanup as well; (3) firewood has been moved and stacked; (4) he will try to get a burn permit from Emigrant Store so that some of the remaining debris can be burned; and (5) bullet holes in shelter and salt scattered around the property indicate vandalism has occurred.

Board agreed that the GLA should send a letter to Brettschneider to update him on Hansard property clean-up. Letter should include: (1) Hansard has started cleaning up and more work is is still needed; (2) materials have been moved; (3) it appears other materials are about to be buried; and (4) we have made a number of attempts to contact Hansard via phone and will continue to do so.

ACTION ITEM – Response letter to Rakela's attorney. **Done.**

ACTION ITEM: Vito Sinopoli Complaint re: Parcels 39 and 47 (SG). Board discussed. David to call Sinopoli.

4.5.2 New Business. No Report

4.6 Land Use Master Plan Committee: Daniel Kehoe, Jr., Chair; Orlando Johnson, Charlotte Mizzi, Pamela May.

4.6.1 Old Business

ACTION ITEM – Status of Master Plan and changes to Covenants and Bylaws. David to complete changes. Need to send to landowners as early as possible to give sufficient time for landowners to review before the Annual Meeting where it will be discussed.

ACTION ITEM – Research on tax implication of Master Plan. Orlando reported that there are no tax implications.

ACTION ITEM – Letter to Landowners introducing Master Plan to Landowners. Dan to complete.

4.6.2 New Business. None

4.7 Recreation Committee: Robert Wallace, Chair; Edward Anderson & Janet Naclerio
Robert reported that the soccer field needs more fertilizer but is almost ready to be used. Robert stated that the PVRC has approximately $600 in the bank. The funds that the Church donated ($5,000) plus miscellaneous donations (approximately $1,000) have been used to reimburse Pouwell Gelderloos for his work and materials.

4.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC

List of issues needing membership voting. No report

Review of conditions to become tax deductible foundation in Jon leFeber's letter. No report

Other ways. No report

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury. Janet to send the GLA Motion concerning incorporating parcel 16A into Glastonbury to the County and inquire as to the filing procedure.

4.7.2 New Business None

4.8 Web Site Committee: Edward Anderson, Chair

4.8.1 Old Business

ACTION ITEM – Status of web site. See Action Items below.

ACTION ITEM – Review Draft letter to Realtors introducing our Website. Edward passed out a draft of a letter to Local Real Estate Agents and Homes Listed for Sale by Owner. Board reviewed letter and suggested edits.
MOTION: Edward motioned and Orlando seconded to approve the proposed draft letter as amended with some additions to reflect Clare's ?

ACTION ITEM - Sending Edward documents to place on Website.

Complaint form and instruction. Done

Maps. Not done. Board decided to use Glastonbury road maps from the Glastonbury phone book. Edward proposed that he purchase and scan an area map and acquire property rights to use it on our web site. David reported that he talked to Frank Petrik about how much it would cost to input Glastonbury property lines into an AutoCad file so we can create up to date road and parcel/tract/lot maps. Frank estimated a cost $20,000.

PVRC Description. Done

Project Review Application forms and instruction. Denise to send again.

Standards. Not done

Meeting Dates. Done

List of snow plowers. Not done

Properties for sale. Clare.

ACTION ITEM – Request use of Glastonbury website name from Andrew Field. Not done

4.8.2 New Business
Charlotte suggested and Board agreed that we should demonstrate how to use GLA website at the annual meeting using a laptop and projector.

4.9 Weed Committee: James Trisdale /Philip Hoag, Co-Chair
ACTION ITEM – Research into doing our own weed spraying. No Report

4.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

4.10.1 Old Business
Charlotte will try to schedule roll offs for clean-up day in early November before the Annual Meeting.

4.10.2 New Business
Board discussed how it might use the $15,000 (GLA will receive when the Church pays us for Master Plan) for land swap and clean up. Robert, Orlando, Dan and Pamela (Philip will be asked) will meet to form a proposal regarding this issue. Orlando to propose how we might deal with shelter clean-up.

4.11 Ombudsman Report: Richard Allen (SG) Richard Johnson (NG)

5. Other Business
5.1 Shelter Insurance. Tabled

6. Next Meeting and Adjournment
The meeting was adjourned at 10:06 p.m. with no further business. The next meeting will be held November 3, 2003 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

File: MtgMins 10 06 03.doc
Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

NEW ACTION ITEMS

100603TR.1 Cynthia to report credit card machine/printer costs at the next meeting.

100603TR.2 Cynthia to complete final wording re: Waiver of Assessment Fees. **Done**

100603AR.1 David and Cynthia to draft letter to Huse. **Done**

100603AR.2 Robert to call Paul Rantallo re. moving the mobile home.

100603AR.3 David to give Denise details to add to Alexander letter draft.

100603AR.4 David to inspect Follman road to determine if road is within 14%.

100603AR.5 Send Ross Fitzgerald construction approval once his new application is received and approved.

100703RD David to email information about guardrails to Board before next meeting.

100603CP.1 David to contact our attorney. **Done** Ask Kathleen Ulrich to put plans in writing.

100603CP.2 Robert to call P. Rantallo re. Removing the pile of rocks upstream of the culvert.

100603CP.3 James Kozlik to contact Hansard.

100703CP.4 Denise to write Brettschnieder re: progress of Hansard clean-up.

100603CP.5 David to call Sinopoli re: inspecting Parcels 39 and 47 (SG.)

100703MP.1 David to complete details for new Master Plan. **Done**

100603MP.1 Dan to complete letter to Landowners re: Master Plan, etc. **Done**

100603RC.3 Denise leave copies of leFeber letter at EGS for Dan and Robert. **Done.**

100603RC.4 Janet to file for the inclusion of Parcel 16A into GLA with the County.

100603WB.1 Edward and Janet to finalize website letter to realtors.

100702WB.2 Edward to acquire Glastonbury road maps from NGTC phone book for Website.

File: MtgMins 10 06 03.doc
Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

100603WB.3 Denise to resend Project Review Application forms and instruction to Clare. **Done.**

100603WB.4 David to submit the Standards for inclusion in the web page.

100603WB.5 David to send list of snow plowers to Edward.

100603WB.6 Edward to contact Clare re: properties for sale on website.

100603CU.1 Charlotte to schedule roll offs for November.

100603CU. 2 Robert, Orlando, Dan and Pamela (Philip will be asked) to form a proposal regarding how to use $15,000 the Church will repay for Master Plan. Orlando to research shelter clean-up.

File: MtgMins 10 06 03.doc
Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

2003-10-06_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
October 6, 2003

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes
September 8, 2003

3. General Business
3.1 New Business
Decide distribution of gifts budget ($1,000)

4. Report of Officers and Committees
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
4.1.2. New Business

4.2 Election Committee Report – Pamela May, Chair

4.3 Architecture Subcommittee Report - Robert Wallace, Co-chair
4.3.1. Old Business
ACTION ITEM – Status of Caspari Way road
Inspection of Road/Engineers Report *[JT]*
Draft Letter to Thuse *[Janet]*
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Status of Inspection of John Alexander's property *[JT]*
ACTION ITEM – Letter to Alexander *[Denise]*
ACTION ITEM – O'Connel's Trailer *[David]*
ACTION ITEM – Follman's Driveway *[David]*
4.3.2. New Business
Lot 56-A SG – Architectural Review

4.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair
4.4.1. Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[JT]*
4.4.2. New Business

4.5 Complaint Committee Report – Charlotte Mizzi – Chair
4.5.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*
ACTION ITEM – Status of Exposing Culvert *[David]*
ACTION ITEM – Status of Cleanup on Hansard property *[James]*
ACTION ITEM – Response letter to Rakela's attorney *[Janet]*
4.5.2. New Business

(Over)

4.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair

4.6.1. Old Business

ACTION ITEM – Status of Master Plan and changes to Covenants and Bylaws *[David]*

ACTION ITEM – Research on tax implication of Master Plan *[Orlando]*

ACTION ITEM – Letter to Landowners introducing Master Plan to Landowners *[Dan]*

4.6.2. New Business

4.7 Recreation Committee Report – Robert Wallace – Chair

4.7.1. Old Business

ACTION ITEM – Legal Formation of PVRC

List of Issues needing membership voting *[David]*

Review of conditions to become tax deductible foundation

Jon leFeber's letter *[Recreation Committee]*

Other ways *[Dan and Robert]*

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury

4.7.2. New Business

4.8 Web Site Committee Report - Edward Anderson, Chair

4.8.1. Old Business

ACTION ITEM – Status of web site *[Edward]*

ACTION ITEM – Review Draft letter to Realtors introducing our Website

ACTION ITEM: - Sending Edward and Placement of documents on Website

Complaint form and instruction *[Denise]*

Maps *[Dan]*

PVRC Description *[Robert and Janet]*

Project Review Application forms and instruction *[Denise]*

Standards

Meeting Dates

List of snow plowers

ACTION ITEM – Request use of Glastonbury website name from Andrew Field *[Edward]*

4.8.2. New Business

4.9 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair

ACTION ITEM – Research into doing our own weed spraying

4,10 C lean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

4,11 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business

5.1 Shelter Insurance *[Orlando]*

6. Next Meeting and Adjournment

File: MtgAgenda 10 06 03.doc

Glastonbury Landowners Association, Inc.
Balance Sheet
As of September 30, 2003

	Sep 30, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	5,749.55
1st National Bank Savings	23,766.87
Total Checking/Savings	29,516.42
Accounts Receivable	
Accounts Receivable	60,997.38
Total Accounts Receivable	60,997.38
Total Current Assets	90,513.80
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**90,514.80**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	11,112.06
Total Equity	-153,797.51
TOTAL LIABILITIES & EQUITY	**90,514.80**

10/06/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2003

	Jan - Sep '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	1,912.50	-114.40
Interest Income	0.00	374.94	-374.94
Misc. Income	0.00	74.97	-74.97
Sanitation Bond Account	750.00	74.97	675.03
1. General Income - Other	1,657.75		
Total 1. General Income	4,205.85	2,437.38	1,768.47
2. Assessments			
Assessments prior to 1998	254.76	74.97	179.79
Dwelling Assessment 1998	0.00	74.97	-74.97
Dwelling Assessment 1999	210.00	225.00	-15.00
Dwelling Assessment 2000	223.32	599.94	-376.62
Dwelling Assessment 2001	127.63	749.97	-622.34
Dwelling Assessment 2002	2,240.04	4,050.00	-1,809.96
Dwelling Assessment 2003	17,176.97	17,172.00	4.97
Golden Age Village Assessment	5,880.00	7,717.50	-1,837.50
Land Assessment 1998	120.00	74.97	45.03
Land Assessment 1999	330.00	374.94	-44.94
Land Assessment 2000	628.68	749.97	-121.29
Land Assessment 2001	1,480.52	1,125.00	355.52
Land Assessment 2002	3,684.17	4,717.44	-1,033.27
Land Assessment 2003	29,465.85	27,702.00	1,763.85
Total 2. Assessments	61,821.94	65,408.67	-3,586.73
3. Late Fees/Finance Charges			
Finance Charges	1,446.65	1,499.94	-53.29
Five Percent Penalty	232.50	500.00	-267.50
Total 3. Late Fees/Finance Charges	1,679.15	1,999.94	-320.79
Total Income	67,706.94	69,845.99	-2,139.05
Expense			
A. Business Expenses			
1. Banking Fees	36.00	22.50	13.50
2. Gifts & Donaitons	0.00	749.97	-749.97
3. Insurance	6,899.83	4,500.00	2,399.83
4. Licenses	15.00	22.50	-7.50
5. Lien Filing	1,088.15	450.00	638.15
6. Rentals	75.00	104.94	-29.94
7. Sanitation Bond Refunds	500.00	749.97	-249.97
8. Taxes	50.00	74.97	-24.97
Refund on Overpayment	180.00		
Total A. Business Expenses	8,843.98	6,674.85	2,169.13
B. Office Expense			
1. Copying	607.99	374.94	233.05
2. Postage	800.85	412.47	388.38
3. Office Supplies	331.24	374.94	-43.70
4. Misc. Expenses	15.00	299.97	-284.97
5. Refreshments	29.10	225.00	-195.90

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2003

	Jan - Sep '03	Budget	$ Over Budget
6. Petty Cash Account	225.79	225.00	0.79
Total B. Office Expense	2,009.97	1,912.32	97.65
C. Professional Fees			
1. Accountant	95.00	74.97	20.03
2. Bookkeeper	2,628.00	2,099.97	528.03
3. Legal Council	1,708.20	1,499.94	208.26
4. Manager	1,844.68	1,649.97	194.71
5. Misc. Professional Fees	0.00	74.97	-74.97
6. Secretarial	5,174.00	4,500.00	674.00
7. Treasurer	0.00	225.00	-225.00
8. Web Site	281.00	225.00	56.00
Total C. Professional Fees	11,730.88	10,349.82	1,381.06
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96	22,500.00	168.96
2. Misc. Road Maint.	875.97	1,499.94	-623.97
3. Misc. Supplies	61.95	749.97	-688.02
4. Road Grading	5,042.50	9,000.00	-3,957.50
5. Sanding	2,027.77	1,125.00	902.77
6. Snow Plowing	4,840.00	1,874.97	2,965.03
7. Snow Fences	0.00	299.97	-299.97
Total D. Road Repairs & Maintenance	35,517.15	37,049.85	-1,532.70
E. General Expenses			
1. Clean-up Day	0.00	900.00	-900.00
2. Equipment Repair & Maint.	39.48	225.00	-185.52
3. Miscellaneous	898.70	374.94	523.76
4. Weed Control	4,080.00	1,125.00	2,955.00
Total E. General Expenses	5,018.18	2,624.94	2,393.24
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	2,999.97	-2,062.23
2. Master Plan	0.00	749.97	-749.97
3. Guardrails	1,261.59	2,250.00	-988.41
4. Recreation Area	5,244.10	2,999.97	2,244.13
Total F. Misc. Projects	7,443.43	8,999.91	-1,556.48
G. Emergency Fund	0.00	83.97	-83.97
Total Expense	70,563.59	67,695.66	2,867.93
Net Income	**-2,856.65**	**2,150.33**	**-5,006.98**

October 6, 2003

MOTION PASSED

Assessment Fee Waiver for Landowners Who Are Subdividing

MOTION: Cynthia motioned and Charlotte seconded to approve the following assessment fee waiver for Landowners who are subdividing:

Effective January 1, 2004, the Landowner who is subdividing may ask for a special assessment fee waiver as follows:

The GLA assessment fees for Landowners who subdivide their parcel or tracts would be charged on all the subdivided tracts or lots, but collection of these fees could be as follows: Assessments on minimum of one unsold tract or lot per subdivision would be due each year and assessments on the remaining tracts or lots would not become due until the individual lot or tract is sold. The normal late fees and normal interest rates would not apply. The interest charged for contractors would be 6% per year on the unpaid balance.

"This assessment fee waiver is optional and not automatic. Landowners who wish to apply for the waiver may contact the GLA Treasurer's Office. The waiver may *not* be applied for on a retroactive basis."

Motion carried.

C:\My Documents\ContractorsWaiverofAssessmentsRev2.doc

This was submitted by Charlotte Mizzi 9/22/03

Arguments before GLA Board
Application for a Galvanized Steel Building
Application made by M. Lombard

Restated Declaration of Covenants for the Community of Glastonbury

Effective as of September 26th 1997

2:06 of the Covenants states any portion of these covenants and any rule or regulation derived from these convenanrts may be incorporated into the Master Plan or **may continue to exist independently of the Master Plan and shall be given full force and effect.**

I will rely mostly on the covenants since it is in full force and effect at this time. I will also rely on the intent and the spirit in which the community of Glastonbury was founded and the growth of this neighborhood along Taurus Road. The area has developed into a beautiful neighborhood with a majority of stick built building defining the way of building design for the neighborhood.

DEEFINITIONS AND SHORT NAME REFERRALS - pg.5 & 6 of the Covenants

3:08. Cottage Industry. An industry whose labor force consists primarily of family or communal units working at home.

Commercial Activity.
It is the intent of these covenants that the Community of Glastonbury should be a predominantly rural/residential community that allow for the reasonable and productive exercise of free enterprise by its residents, and **which both encourages future orderly growth and protects valuable rural and residential land qualities.**

Such activity may not be a nuisance or an eyesore;

5.08. Cottage Industry and Light Manufacturing.

> *Nothing stated herein shall prevent a Landowner from carrying on cottage industries, home occupations, home businesses, professions, warehousing and activities of light manufacturing* ***located in a Landowner's dwelling or auxiliary buildings*** *which produce not substantial sound, odor or vibration such as to be a nuisance to others and which are not in violation of any other provision of these convenants.*

I emphasize that the structure must be located in a Landowner's dwelling or auxiliary building.

So far the applicant has met certain criteria. However the covenants do state the any commercial activity both encourages future orderly growth and protects valuable rural and

residential land qualities. The application is for a proposed prefabricated galvanized steel structure on Parcel/Tract 2A. This galvanized steel structure is far from the quality of building the neighborhood has evolved in.

Residential Design Standard in the Master Plan calls for the following:-

> *Any outbuildings shall match or complement the color, siding and roofing material of the main structure. All detached buildings not in an agricultural area shall have the pitched roof design.(3.5 Residential Design Standards).*

The application before this Board does not comply with this standard. The building is of galvanized steel, it is prefabricated and does not match the main building. Even though the Master Plan has not been approved the covenants do refer to orderly growth and to the keeping of the rural and residential land qualities.

5.4 **Project Approval Process**

> *It is the responsibility of the landowner to obtain written approval from the GPRC prior to storing any building materials or structures on any Glastonbury property or beginning any construction of any type in the Glastonbury community. The first step in the project approval process is to request the application forms.*
> .....

The applicant had submitted the application on September 8th and the Board was going to move on it the same day without the Construction Committee's inspection or recommendation. The concrete slab was already in place and there were expectations for cutting in the driveway during the coming week following September 8, 2003.

*(***see regulation as to commercial structure without a toilet***)*

Purpose of the Covenants , Glastonbury Master Plan and Standards

The purpose of the Glastonbury Land Use Master Plan is to establish the standards for the development of the Communities of North and South. The objective of the Master Plan is to create a foundation for a thriving family-oriented community **built in beauty, order and harmony**. The Master Plan benefits the Community by establishing a unifying philosophy and shared vision which creates a magnet for enlightened development. By providing guidelines and standards which specify the type and character of development allowed in specific areas, the Master Plan enhances the quality of

development in the Community. The Master Plan supports property values by encouraging attractive growth and appropriate commercial and institutional activity.

The Master Plan is, due to its limitations as a static document, simply one of several tools to build a community from the various neighborhoods that comprise Glastonbury. Ultimately, the residents of Glastonbury have found that it is the ability of residents to come together in a state of heart referred to spiritual movements East and West as "lovingkindness" and with a respect for one anther's values and visions. History has shown that community formations have not bee helped or hindered by the economic status of the neighborhood in which they are found. They have been formed everywhere, from ghettos to exclusive communities. What communities share in common is the ability to multiply the strengths of the residents, to dissolve the artificial divisions and to form an invincible spirit of oneness of heart and purpose. As a step toward forming a Community of Glastonbury, a Master Plan has been created.

The Master Plan has not been enacted on yet however the Restated Covenants do mirror the same objectives of establishing a characteristic on the type of building already in place and of various neighborhoods that for the nucleus for a shared vision. One very nucleus is the neighborhood that runs along Taurus Road with its' magnificent view and a majority of stick built houses. The neighborhood dictates the standards of the type of buildings allowed since it has established a characteristic on the type of building already in place. Having anything less than the quality of structures in the neighborhood would bring property values down.

[Definition of Neighborhood:
1: Neighborly relationship 2: the quality or state of being neighbors; PROXIMITY 3 **a**; a place or region near; VICINITY **b**: an approximate amount, extent, or degree
4 **a: the people living near one another b:** a section lived in by neighbors and usu. having distinguishing characteristics
5: the set of all points belonging to a given set whose distances from a given point are less than a given positive number;

Based on the foregoing the structure proposed in this application does not meet the requirements of the Restated Declaration of Covenants for the Community of Glastonbury which is law at this time and does not meet the standards for growth in this particular neighborhood and therefore should be denied.

2003-11-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 3 , 2003

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Orlando gave the opening prayer.

PRESENT: David Tonkin (President) Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Edward Anderson, Charlotte Mizzi, James Kozlik, Orlando Johnson and Pamela May
ABSENT: Philip Hoag, Dan Kehoe, Jr., Robert Wallace (Vice-President) and James Trisdale (JT)
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**

10/6/03 Minutes

MOTION: Orlando motioned and Charlotte seconded to approve the October 6, 2003 meeting minutes. Motion carried.

3. **Report of Officers and Committees**

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "Balance Sheet as of November 14, 2003" and "Income & Expense Budget Overview January through May 2003." Clare passed out "Checkbook transactions for October 2003." The Board reviewed these materials.

3.1.1 Old Business

ACTION ITEM – Report on Accepting Credit Cards

Cynthia passed out Oct 7, 2003 letter from Cindy S. Kilwine, Branch Manager of Bank of Rockies, re: information on Master Charge and Visa payment acceptance. Board discussed the option of using an Omni Machine and accepting charge cards for assessment payments. Board agreed that the expense involved was not worthwhile and decided against this option.

Oct. 6, 2003 Motion Re: Assessment Fee Waiver for Landowners Who Are Subdividing.

Cynthia passed out the final wording of the above motion and Board agreed that the new waiver should be mailed to all landowners with subdivisions.

3.1.2New Business

Cynthia passed out "New Motion to Consider Regarding Liens Process & Procedures (To Supercede all previous motions and procedures) March 3, 2003." The Board reviewed the motion and discussed revisions to the 5% discount clause.

MOTION: Cynthia motioned and Charlotte seconded to approve the 3/3/03 motion regarding the Lien Process and Procedures with the following changes: The 5% discount will be deleted and revised to read: $2.50 discount for $120 assessments; $5.00 discount for $240 assessments; and $7.50 discount for $360 assessments. Motion carried with one vote in opposition.

Assessment Waivers for Teaching Centers

Board reviewed a request from the South Glastonbury Teaching Center to have its assessment fees waived. Board discussed having a consistent policy for offering waivers and giving waivers exclusively to non-profit organizations with a 501 (3) (C) status.

File: MtgMins 11 03 03.doc
Draft(s); 11 17 03; 11 24 03; 12 04 03 - FINAL
Approved: 12 02 03

MOTION: James Kozlik motioned and Cynthia seconded to waive assessment land fees for all 501 3-C non-profit organizations. Waiver is not automatic and all waiver applications must be submitted for approval by the GLA Board. The request from the SG Teaching Center for a land assessment waiver is approved. Motion carried.

3.1 Election Committee Report – Pamela May, Chair
Pamela reviewed the status of various election preparations and requested Board Members to arrive one hour before the Annual Meeting/Elections in order to assist with set up, etc. David reviewed annual meeting agenda. David, Pamela, Denise and Janet agreed to meet on November 9 to review and edit instructions for election sign-in and ballot tables, etc.

3.2 Architecture Subcommittee Report - Robert Wallace, Co-chair

3.2.1 Old Business

ACTION ITEM – Status of Caspari Way road
Draft Letter to Thuse. Letter has been drafted. Pamela & Denise will do further research to determine the exact amount owed by the Church to the GLA in 1997 or 1998.

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home. **Tabled.**

ACTION ITEM – Letter to Alexander. Letter is ready to be mailed.

ACTION ITEM – Follman's Driveway. David reported he still needs to survey the road before contacting Follman.

ACTION ITEM – Ross Fitzgerald Construction Application. GLA received the up-to-date application requested from Ross. Per the Board's motion on October 6, 2003, Ross received "preliminary approval" for his construction project.

3.2.2 New Business

Lot 43-2, NG/Eric Newhouse: Proposed residence construction.
James Kozlik presented Eric's residence application given to him before the meeting.
MOTION: James Kozlik motioned and Pamela seconded to approve Eric Newhouse's Lot 43-2, NG, residence construction application with the following conditions: (1) the home is placed 15 feet from the road easement and 25 feet from the property line; and (2) The well must be 100 feet from the drain field and 50 feet from the septic tank. Motion carried.

Lot 10-D, NG/Cris Brag & Rick Sendra: Proposed construction of 2-door car garage.
MOTION: James Kozlik motioned and Orlando seconded to approve Cris Brag's and Rick Sendra's construction application of a 2-door car garage on Lot 10-D, NG. No Sanitation-Reclamation Bond will be required. Motion carried.

3.3 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.4.1. Old Business

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Draft(s); 11 17 03; 11 24 03; 12 04 03 - FINAL
Approved: 12 02 03

ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. David reported that the washout has been repaired, but the guardrails still need repairing. They cannot be repaired at present due to frozen ground.

ACTION ITEM – Status of installation of guardrails
David distributed and reviewed "List of New Guardrails Needed, 11/3/03," (see attached) compiled by David and JT.
MOTION: Charlotte motioned and Orlando seconded to approve GLA to install guardrails on the roads shown on "List of New Guardrails Needed, 11/3/03," using I-Beams and 3-wire cable system. GLA will rent installation equipment and start installing guardrails listed in italic-bold weather permitting. Motion carried.

3.3.1 New Business
Snow Plowing Requirements: Board discussed snowfall guidelines that GLA snow plowers should use and various problems on Sirius and Aries intersections. Board agreed to the following guidelines: (1) Snow plowers will not plow the lower areas of Glastonbury until there is a 4-inch snow accumulation with the exception of intersections at the paved intersections and hills on the entrance roads which will be plowed and/or sanded when there is 1-inch of snow accumulation, and (2) Roads in higher elevations will not be plowed until there is more than 6 inches of snow.

3.4 Complaint Committee Report – Charlotte Mizzi – Chair
3.5.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff/Ulrich. David reported that he, Janet, and Edward Anderson met with Kathleen at her home and reviewed her cleanup plans.

ACTION ITEM – Status of Exposing Culvert. Tabled.

ACTION ITEM – Status of Clean-up on Hansard property. James Kozlik reported that he had not been able to reach Hansard and will give Hansard's phone number to David.

ACTION ITEM – Status of Brettschnieder letter. David reported that the letter is done and will be mailed on Tuesday, Oct. 4, and cc'd to Hansard.

ACTION ITEM – Status of Sinopoli complaint. David will call Sinopoli and discuss the complaint.

3.5.2 New Business - None.

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
3.6.1 Old Business
ACTION ITEM – Status of Master Plan. David reported that the editing of the Master Plan is complete, but updated maps need to incorporated. The Board agreed that: (1) the Master Plan

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Draft(s); 11 17 03; 11 24 03; 12 04 03 - FINAL
Approved: 12 02 03

will be mailed by Friday, November 7; (2) landowners will be required to return their vote for the Master Plan by a date to be selected in late January, 2004; and (3) if the GLA receives significant feedback concerning the Master Plan, the GLA may schedule additional meetings to get feedback from landowners.

3.6.2 New Business – None.

3.7 Recreation Committee Report – Robert Wallace – Chair

3.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC.

MOTION: Janet motioned and Orlando seconded to begin the process of setting up the PVRC as a 501 (3) (C) non-profit organization according to the recommendations and guidelines included in Jon leFeber's letter. Motion carried.

ACTION ITEM: Filing Parcel 16A to be a part of Glastonbury. Janet reported that she concluded that the filing of Parcel 16A should be handled by our attorney.

3.7.2 New Business None

3.8 Web Site Committee Report - Edward Anderson, Chair

3.8.1 Old Business

ACTION ITEM – Status of Letter to Realtors. Janet reported that this letter is ready and that an enclosure with the letter will be completed in the coming week. James Kozlik and David will choose the realtors to whom we should send the letter. Denise will handle the mailing.

ACTION ITEM: Documents to be sent to Edward for placement on our website

Maps. In progress. Charlotte will research trying to find a better Glastonbury map.

Architectural Application. **Done**.

Standards. David reported that the Standards are not ready to put on our website.

List of snow plowers. **Done**

Properties for Sale: Clare is almost finished preparing this site.

ACTION ITEM – Request use of "Glastonbury" website name from Andrew Field. Edward reported that Andrew Field will sell the "Glastonbury" website to GLA for $75.

3.8.2 New Business None

3.9 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair

3.9.1 Old Business

ACTION ITEM – Research into doing our own weed spraying. Tabled.

3.9.2 New Business None

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

3.10.1 Old Business
ACTION ITEM – Status of Scheduling Roll-offs. Charlotte reported that she can order roll offs for our use in November, December or February. Board agreed that Charlotte should order roll offs for Nov. 22 & 23 (NG) and Dec. 6 & 7 (SG). .

3.10.2 New Business None

3. 11 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG). No report.

4. Other Business
Shelter Insurance. Tabled.

5. Next Meeting and Adjournment
The meeting was adjourned at 10:20 p.m. with no further business. The next meeting will be held on December 2, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

110303TR.1 Cynthia to check on our insurance rebate not reflected on the Balance Sheet.

110303TR.2 Cynthia to mail waiver information to landowners w/subdivisions.

110303TR.4 Janet/Denise inform South Glastonbury TC and North Glastonbury TC (by letter) of waiver for land assessment fees.

110303EL.1 David, Pamela, Denise & Janet to meet 11/9 and review election materials. **Done**

110303AR.1 Pamela & Denise to research exact amount that the Church owes to GLA from 1997 or 1998.

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Draft(s); 11 17 03; 11 24 03; 12 04 03 - FINAL
Approved: 12 02 03

110303AR.2 Send letter to Alexander. **Done.**

110303AR.3 Send preliminary construction approval to Ross Fitzgerald.

110303AR.4 Send preliminary construction approval to Eric Newhouse.

110303AR.5 Send preliminary construction approval to Cris Brag & Rick Sendra.

110303RD.2 JT to inform snow plowers about new GLA guidelines. **Done**

110303CP.1 James Kozlik to transfer Hansard's phone number to David.

110303CP.2 Denise to mail letter to Brettschnieder and copy to Hansard. **Done**

110303MP.1 Complete Master Plan and mail to landowners. **Done**

110303RC.1 David to begin the process of filing to become 501 3-C non-profit organization.

110303RC.2 Janet to request our attorney (Glover) to handle filing Parcel 16A to be a part of Glastonbury.

110303WB.1 David & James to determine realtors to receive realtor letter mailing.
Denise to handle realtor letter mailing.

110303WB.2 Charlotte to research finding a better Glastonbury map.

110303WB.4 Edward to buy "Glastonbury" website from Andrew Field. **Done**

110303CU.1 Charlotte to schedule roll offs for November & December. **Done**

File: MtgMins 11 03 03.doc
Draft(s); 11 17 03; 11 24 03; 12 04 03 - FINAL
Approved: 12 02 03

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
November 3, 2003

1 Call to Order, Opening Prayer

2 Reading and Disposition of Minutes
October 6, 2003

3 Report of Officers and Committees

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

3.1.2 Old Business

ACTION ITEM – Report on Accepting Credit Cards

3.1.3 New Business

Assessment Waivers for Teaching Centers

3.2 Election Committee Report – Pamela May, Chair

- Agenda
- All need to attend. Be there by 9:30 am. Pamela can you make sure those on the ballot this time will attend
- Those giving a report should bring an extra copy of what you are saying to give to the Secretary.
- Proxies
- Is the help lined up?
- Forms. Do them by this Saturday. Janet, Denise, Pamela = let's meet to discuss details. When?
- Is everyone one the board and those running for office paid up on their assessments?
- Board vote to be used for any proxies given to the board.
- Dogs

3.3 Architecture Subcommittee Report - Robert Wallace, Co-chair

3.3.2 Old Business

ACTION ITEM – Status of Caspari Way road
Draft Letter to Thuse *[Janet]*

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*

ACTION ITEM – Letter to Alexander *[David]*

ACTION ITEM – Follman's Driveway *[David]*

ACTION ITEM – Ross Fitzgerald Application *[David]*

3.3.3 **New Business**

3.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.4.2 Old Business

ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[JT]*

ACTION ITEM – Status of Installation of guardrails *[JT]*

3.4.3 New Business

3.5 Complaint Committee Report – Charlotte Mizzi – Chair

3.5.2 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*

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ACTION ITEM – Status of Exposing Culvert *[Robert]*
ACTION ITEM – Status of Cleanup on Hansard property *[James]*
ACTION ITEM – Status of Brettschnieder letter *[Denise]*
ACTION ITEM – Status of Sinopoli compliant *[David]*
3.5.3 New Business

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
3.6.2 Old Business
ACTION ITEM – Status of Master Plan *[David]*
3.6.3 New Business

3.7 Recreation Committee Report – Robert Wallace – Chair
3.7.2 Old Business
ACTION ITEM – Legal Formation of PVRC
List of Issues needing membership voting *[David]*
Review of conditions to become tax deductible foundation
Jon leFeber's letter *[Recreation Committee]*
Other ways *[Dan and Robert]*
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury
3.7.3 New Business

3.8 Web Site Committee Report - Edward Anderson, Chair
3.8.2 Old Business
ACTION ITEM – Status of letter to Realtors
ACTION ITEM: - Sending Edward and Placement of documents on Website
Maps *[Edward]*
Architectrual Application *[Denise & Edward]*
Standards *[David]*
List of snow plowers *[David]*
Properties for Sale
ACTION ITEM – Request use of Glastonbury website name from Adrew Field *[Edward]*
3.8.3 New Business

3.9 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair
ACTION ITEM – Research into doing our own weed spraying

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair
3.10.2 **Old Business**
ACTION ITEM – Status of Scheduling Roll-offs

3.11 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

4 Other Business
4.1 Shelter Insurance *[Orlando]*

5 Next Meeting and Adjournment

File: MtgAgenda110303.doc

Glastonbury Landowners Association, Inc.
Balance Sheet
As of October 31, 2003

	Oct 31, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	1,931.23
1st National Bank Savings	23,766.87
Total Checking/Savings	25,698.10
Accounts Receivable	
Accounts Receivable	62,227.84
Total Accounts Receivable	62,227.84
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	87,352.44
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**87,353.44**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	7,950.70
Total Equity	-156,958.87
TOTAL LIABILITIES & EQUITY	**87,353.44**

11/03/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2003

	Jan - Oct '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	2,125.00	-326.90
Interest Income	0.00	416.60	-416.60
Misc. Income	0.00	83.30	-83.30
Sanitation Bond Account	750.00	83.30	666.70
1. General Income - Other	1,657.75		
Total 1. General Income	4,205.85	2,708.20	1,497.65
2. Assessments			
Assessments prior to 1998	254.76	83.30	171.46
Dwelling Assessment 1998	0.00	83.30	-83.30
Dwelling Assessment 1999	210.00	250.00	-40.00
Dwelling Assessment 2000	223.32	666.60	-443.28
Dwelling Assessment 2001	127.63	833.30	-705.67
Dwelling Assessment 2002	2,240.04	4,500.00	-2,259.96
Dwelling Assessment 2003	17,326.97	19,080.00	-1,753.03
Golden Age Village Assessment	5,880.00	8,575.00	-2,695.00
Land Assessment 1998	120.00	83.30	36.70
Land Assessment 1999	330.00	416.60	-86.60
Land Assessment 2000	628.68	833.30	-204.62
Land Assessment 2001	1,480.52	1,250.00	230.52
Land Assessment 2002	3,814.29	5,241.60	-1,427.31
Land Assessment 2003	29,621.03	30,780.00	-1,158.97
Total 2. Assessments	62,257.24	72,676.30	-10,419.06
3. Late Fees/Finance Charges			
Finance Charges	1,457.67	1,666.60	-208.93
Five Percent Penalty	236.18	500.00	-263.82
Total 3. Late Fees/Finance Charges	1,693.85	2,166.60	-472.75
Total Income	68,156.94	77,551.10	-9,394.16
Expense			
A. Business Expenses			
1. Banking Fees	36.00	25.00	11.00
2. Gifts & Donaitons	0.00	833.30	-833.30
3. Insurance	6,899.83	5,000.00	1,899.83
4. Licenses	15.00	25.00	-10.00
5. Lien Filing	1,088.15	500.00	588.15
6. Rentals	75.00	116.60	-41.60
7. Sanitation Bond Refunds	500.00	833.30	-333.30
8. Taxes	50.00	83.30	-33.30
Refund on Overpayment	180.00		
Total A. Business Expenses	8,843.98	7,416.50	1,427.48
B. Office Expense			
1. Copying	689.54	416.60	272.94
2. Postage	1,068.98	458.30	610.68
3. Office Supplies	513.17	416.60	96.57
4. Misc. Expenses	39.96	333.30	-293.34
5. Refreshments	29.10	250.00	-220.90

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2003

	Jan - Oct '03	Budget	$ Over Budget
6. Petty Cash Account	575.79	250.00	325.79
Total B. Office Expense	2,916.54	2,124.80	791.74
C. Professional Fees			
1. Accountant	95.00	83.30	11.70
2. Bookkeeper	3,023.50	2,333.30	690.20
3. Legal Council	2,302.20	1,666.60	635.60
4. Manager	2,024.68	1,833.30	191.38
5. Misc. Professional Fees	0.00	83.30	-83.30
6. Secretarial	5,978.00	5,000.00	978.00
7. Treasurer	72.00	250.00	-178.00
8. Web Site	281.00	250.00	31.00
Total C. Professional Fees	13,776.38	11,499.80	2,276.58
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96	25,000.00	-2,331.04
2. Misc. Road Maint.	1,023.97	1,666.60	-642.63
3. Misc. Supplies	61.95	833.30	-771.35
4. Road Grading	5,042.50	10,000.00	-4,957.50
5. Sanding	2,027.77	1,250.00	777.77
6. Snow Plowing	4,840.00	2,083.30	2,756.70
7. Snow Fences	0.00	333.30	-333.30
Total D. Road Repairs & Maintenance	35,665.15	41,166.50	-5,501.35
E. General Expenses			
1. Clean-up Day	0.00	1,000.00	-1,000.00
2. Equipment Repair & Maint.	39.48	250.00	-210.52
3. Miscellaneous	898.70	416.60	482.10
4. Weed Control	4,080.00	1,250.00	2,830.00
Total E. General Expenses	5,018.18	2,916.60	2,101.58
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	3,333.30	-2,395.56
2. Master Plan	0.00	833.30	-833.30
3. Guardrails	1,261.59	2,500.00	-1,238.41
4. Recreation Area	6,985.85	3,333.30	3,652.55
Total F. Misc. Projects	9,185.18	9,999.90	-814.72
G. Emergency Fund	0.00	93.30	-93.30
Total Expense	75,405.41	75,217.40	188.01
Net Income	**-7,248.47**	**2,333.70**	**-9,582.17**

Glastonbury Landowners Association

List of New Guardrails Needed

Date: 11/3/2003

Road	Mile Post	Side of Road	Length	Description
Hercules Rd				
	0.00	Lf		Locate end of culvert and unblock. Add some "<" signs to fence across Dry Creek at the fence line to warn drivers.
	0.00	***Rt***	***570'***	***Start approximately 50' from start of Hercules Rd and tie into the existing guardrail at the curve.***
	0.45	***Rt***	***900'***	***Start at the curve and continue up 900' to existing guardrail***
	0.45	Lf	60'	Start on opposite of the road and block off the cross country road. Can be a single strand
	0.70	Lf	285'	Start on the left side just after the curve
	1.00	Rt	140'	Start just after the road cut and continue down to where there is no drop off.
	1.10	**Lf**	**600'**	**Start just after the curve and continue 600' up to existing guardrail**
	1.25	Lf	250'	Start at the end of the existing guardrail and continue up 250'. Add boulder's beyond new guardrail to stop individuals from driving cross cc
	1.70	Lf	100'	Start just before steep ravine and continue past it.
Leo Drive				
	0.08	Rt	330'	Start where steep drop off starts and end before curve.
	0.18	Rt	270'	Start at end of curve and start of drop off
Dry Creek Rd				
	?	Lf	195'	At "Dangerous Curve"
Gemini Rd				
		Lf	1,600'	Start at the base of the hill to Caspari Way
Capicorn Dr.				
	0.00	Lf & Rt		Repair drainage ditch on right side and add culvert to prevent runoff from crossing road and washing out pavement on left side.
	0.15	Lf		Repair washout and reset two guard rail posts
	0.16	Lf	50'	Repair damaged guardrail

Recommend we install the guardrails listed italic-bold. Depending on the cost of the installed guardrails we would either shorten the length installed or include the guardrail list in just bold print. This would be in addition to installing guardrails on Caspari Way.

GLA 01470

2003-12-02_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 2, 2003

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1. **Call to Order, Prayer**
The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. gave the opening prayer.

PRESENT: David Tonkin (President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Edward Anderson, Kristen Hardesty, Philip Hoag , Edwin Johnson, Charlotte Mizzi, Orlando Johnson, Pamela May and James Trisdale (JT)
ABSENT: Jim Kozlik (Vice-President)
PROXIES: Jim Kozlik to Janet Naclerio; Edwin Johnson (left early) to Charlotte Mizzi
ALSO ATTENDING: Denise Orr Kirk (Administrative Secretary), Clare Parker (Bookkeeper), Landowners: Christopher MacDonald, Philip Covington, Eleanor Schieffelin, Marjorie Lombard and Laura Boise.

2. **Reading and Disposition of the Minutes General Business**
November 3, 2003 Meeting Minutes.

MOTION: Charlotte motioned and JT seconded to approve the November 3, 2003 meeting minutes as amended. Motion carried.

3. **General Business**
For the benefit of the new board members, David reviewed the procedures followed in GLA Board meetings including the use of an agenda, review of the minutes, proxies, etc.

3.1 Election of new officers
MOTIONS: Charlotte motioned and Orlando seconded to approve David Tonkin as President; Janet motioned and Philip seconded to approve James Kozlik as Vice-President; Pamela motioned and JT seconded to approve Cynthia Blocker as Treasurer; Cynthia motioned and Charlotte seconded to approve Janet Naclerio as Secretary. Motions carried.

3.2 Selection of New Committee Chairs/Co-Chairs
The Board nominated and approved the Committee Chairs listed below. David requested that former committee chairs who haven't yet written descriptions of their roles and responsibilities for those who will be taking their places.

Architectural Committee: Jim Kozlik (NG) and Pamela May (SG), Co-chair. Christopher MacDonald volunteered to assist Pamela.

Road and Weed Committee: James Trisdale and Philip Hoag, Co-Chair.

Complaint Committee: Charlotte Mizzi, Chair.

Master Plan Committee: Charlotte Mizzi, Chair; Orlando Johnson and (Dan Kehoe?)

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Draft(s); 12 29 03; 01 15 04 - Final
Approved: 01 12 04- Approved

Recreation Committee: Janet Naclerio, Chair; Kristen Hardesty, Edward Anderson.

Weed Committee: See Road Committee
MOTION: Philip motioned and Edwin seconded to merge the weed and road committee. Motion carried.

Web Site Committee: Edward Anderson, Chair.

Clean-up Committee: Kristen Hardesty, Chair.

3.3 Introduction of Landowners Attending the Meeting
Chris MacDonald stated he was in the process of buying land in South Glastonbury. Eleanor Schieffelin stated she had come to observe. Other landowners stated they had come to discuss the Master Plan. See 4.5.3 below.

3.4 November 15, 2003 Annual Meeting Debrief
The Board agreed that the 2003 meeting was an improvement from last year. Board discussed the positive points of the meeting included the seating set-up of the officers at tables in the front, holding the questions until the end of the Board reports, food, etc. The Board suggested improvements to the meeting would include using name tags for at least the candidates, a flag for the Pledge of Allegiance and trying not to cover a big issue (such as the Master Plan) which can make the meeting too long.

4. Report of Officers and Committees
4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business
ACTION ITEM – Status of Insurance Rebate. Cynthia reported that and insurance refund of $821.22 was received.

ACTION ITEM – Mailing of Contractor Waiver information. Cynthia drafted a letter that has been edited by Janet. David will give Cynthia a list of contractors to whom we should send the letter. Denise will add contractor/waiver section to waiver form. .

4.1.1. New Business
Cynthia distributed a sample of the pink ½ sheet notice reminder for landowners who still owe assessments for 2003; she recently sent this notice to approximately 100 landowners

Cynthia distributed "Checkbook Transactions for November 2003," "Balance Sheet As of November 30, 2003" and "Income and Expense Budget Overview January through November 2003."

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Final Subdivision Approval Reminder Letter Mailing
David reported that we are in the process of getting a letter out to landowners who have subdivided and have not sent final subdivision papers to GLA.

Changing GLA's Fiscal Accounting Year
David asked the Board to consider changing the GLA's fiscal accounting year from January through December *to* November 1 through October 31. This would allow GLA to announce at our annual meeting in mid-November the income balance sheet for the whole year. Board will discuss this further at the January board meeting.

4.2 Architecture Subcommittee

4.2.1 Old Business

ACTION ITEM – Status of determination of the amount the Church owes GLA for Master Plan. Charlotte will do further research. David reported that he asked Patrick Wolberd who doesn't remember the amount. David will call Alan Hearn and Joan Murphy.

ACTION ITEM – Status of letter to Thuse. Janet has drafted a letter and will complete letter when the amount due by Church is determined..

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home. David reported that Robert Wallace told him that Paul said he would remove his mobile home by the end of 2003. A letter to Paul will be written to confirm date of removal.

ACTION ITEM – Henry Follman's Driveway. David reported that Follman made improvements to his driveway and David will need to measure them. He will write to Follman to set up an appointment..

ACTION ITEM – Send Architectural approval to Ross Fitzgerald. **Done.**

ACTION ITEM – Send Architectural approval to Eric Newhouse. Not done.
Pamela reported that Eric Newhouse has requested that his sanitation bond be waived. James Kozlik wrote that he thought we should give Eric the waiver because his trailer is near the site and will presumably keep it neat. Pamela's concern is that Eric did not state a reason for requesting the waiver and that if the Board approves it, it may be setting a precedent to grant waivers based on no apparent reason. She proposed that Eric should state a reason for request before the Board grants a waiver. Board's discussion included Philip reviewing that the sanitation bond was originally created because one Glastonbury contractor created some major messes.
MOTION: Philip motioned to eliminate the GLA $250.00 sanitation bond and to incorporate a clause into the GLA Project Review Form that explains approval of a construction project is contingent on the applicant's agreement that GLA can charge the landowner up to a $1,000 for

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clean-up fees if a mess is left on a construction site or blows on to another property. A second motion was not given.
MOTION: Cynthia motioned and Edward seconded that Eric Newhouse should not be an exception to the rule of submitting the $250 sanitation bond and that his request for a waiver be denied because he did not give a reason for requesting it. He may reapply for the waiver, but must include his reason(s) for requesting it. Motion carried. (7 votes -in favor; 3 votes - opposed; 1 – abstention.)

The Board discussed how to handle contacting landowners who have construction debris on their property.
Clean-up of Pedro Pinardo's site in South Glastonbury
Denise/Pamela to draft letter to Pedro Pinardo to include: (1) David talked to Pedro on Nov. 18 and asked him to clean up debris or GLA would forfeit his $250 sanitation bond and (2) Since there appears to be no clean-up, GLA will hire a contractor who will be paid from Pedro's sanitation bond if the bond has been paid.

ACTION ITEM – Send Architectural approval to Chris Brag/Rick Sendra. **Done.**

4.2.2 New Business. None.

4.3 Road Committee
4.3.1 Old Business
ACTION ITEM – Status on repair of Capricorn Drive guardrail. We are waiting to incorporate this job with the Caspari Road work. Board discussed using fiberglass reflector posts or reflectors on guardrails.

4.3.2 New Business
David reported that the GLA bought several "Road Closed" signs in the event we need to close the entrance to North Glastonbury.

4.4 Complaint Committee: Charlotte Mizzi, Chair
4.4.1 Old Business
ACTION ITEM –Status on Parcel 32 (NG) K. Woodriff. David reported that we are ready to submit a letter to our attorney stating that we inspected K. Woodriff's property (including a portion of her debris on Edward Anderson's property) and that Woodriff has yet to submit a written clean-up plan and building application to the GLA.

ACTION ITEM – Status of Exposing Culvert. David will talk to Robert Wallace. He reported that a few feet above the culvert is a pile of rocks that needs to be cleaned up.

ACTION ITEM – Status of Cleanup on Hansard property. David needs Hansard's phone number from James Kozlik.

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ACTION ITEM – Status of Sinopoli complaint. David reported he needs to follow-up on this issue. He reviewed that a contractor moved a 6 ft. culvert (and will later move a 24 ft. culvert) so that it is barely visible from the road. The fuel tank has a "For Sale" sign posted on it.

4.4.1 New Business. None.

4.5 Land Use Master Plan Committee

4.5.1 Old Business

ACTION ITEM – Status of Master Plan

4.5.2 New Business

- What comments (other than what was voiced at the meeting) has the board heard that might need changing. Not discussed.
- Do we want to send out a new ballot that will allow people to respond by writing down the sections they have problems with. See 4.5.3 below.

4.5.3 11/03/03 Draft Master Plan

Landowners Philip Covington, Marjorie Lombard and Laura Boise came to discuss the Master Plan. Marjorie and Laura presented a petition, signed by 100 landowners. (See attached) The petition stated a number of concerns about the Master Plan and included a request to the GLA Board to schedule additional meetings with landowners before the January 17th final vote meeting. Laura and Marjorie emphasized the importance of allowing the landowners to get involved, define the issues of concern and help in the final formation of the Master Plan before the Jan. 17th meeting.

The discussion between the above landowners and the Board included:

1) Landowners expressed that there were inaccuracies in the revised Master Plan and substantial differences from its original form. One major concern involved the zoning of high density development of apartment buildings/condominiums in residential areas. David reviewed that he had previously explained that the section referred to was mistakenly placed and would be removed.
2) Philip briefly reviewed the history of writing the Master Plan. He explained that the GLA ran into a complication several years ago regarding subdivision and density issues on 20-acre parcels and realized that a Master Plan was needed to address these issues. Originally neighborhood meetings took place to determine a consensus of what landowners wanted to see happen in terms of subdivision densities in their neighborhoods and that was how most of the density standards were developed.
3) The Board asked the attending landowners to submit a list that specifically named their questions or concerns..
4) Board members confirmed that it has always been the intention to revise the Master Plan according to the consensus of the landowners. They discussed various options concerning how the vote on the Master plan could be deferred or cancelled, and that they would pursue

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legal advice on how they should proceed.

MOTION: Orlando motioned and Janet seconded for the GLA Board make a good faith effort to legally defer the vote on the 11/3/03 Land Use Master Plan to allow modification of that document. Motion did not carry.
AMENDMENT TO MOTION: Orlando motioned and Janet seconded that the GLA Board make a good faith effort to legally defer/postpone or cancel the date of the vote on the 11 03 03 Land Use Master Plan to allow modification of that document. Motion carried.

5) David confirmed that there are inaccurate figures on the maps in the Master Plan and it has been difficult to get them corrected [due to software problems].. Eg: South Glastonbury doesn't include 23-A and NG doesn't include 16 and it includes some parcels that aren't a part of the Master Plan.

4.6 Recreation Committee Report

4.6.1 Old Business

ACTION ITEM – Legal Formation of PVRC. David will work on it soon.

ACTION ITEM – Filing of Parcel 16-A as a part of Glastonbury. Janet to call Joe Swindlehurst., real estate attorney.

4.6.2 New Business. None.

4.7 Web Site Committee

4.7.1 Old Business

ACTION ITEM – Status of list of realtors. In process.

ACTION ITEM – Status of mailing letter to realtors. Janet reported she worked with Denise to clarify the form that will be attached to the letter
ACTION ITEM –Send documents to Edward for placement on GLA website.
Location Map for Glastonbury – David to determine where maps are located, etc.
Standards – David to complete
Properties for Sale – Done

4.7.2. New Business. None.

4.8 Weed Committee Report

ACTION ITEM – Research into doing our own weed spraying. The Board discussed using our pick-up truck, buying spraying equipment and a determining a location for storage. Cynthia will contact Matt Scoplite, who lives in South Glastonbury and has a license to spray, if he would be interested in working as an independent contractor for the GLA.

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4.9 Clean-Up Committee.

4.9.1 Old Business

ACTION ITEM – Status of sending out telephone tree about Clean-up Days. Done.

New Business.

Charlotte reported that there is currently one roll off by the red barn in GAV and one at the entrance to South Glastonbury.

4.10 Ombudsman Report - Jeanie Campbell (SG) and Richard Johnson (NG). No reports.

5. Other Business

5.1 Shelter Insurance.

Board discussed whether the GLA needs to consider having insurance and if it might be liable for accidents occur near private shelters in Glastonbury. Philip and Orlando will check with insurance agent and also compile a written list of points for the Board to consider regarding this issue and present it at the next meeting.

5.2 Shelter Clean-Up

David reviewed that a statement in the current Master Plan requires that landowners must submit a clean-up plan of shelter sites within one year of the approval of the Master Plan. He asked the Board to start thinking about how GLA should implement this action.

5.3 GLA Tithe

Several Board members discussed various reasons why GLA should and should not give an annual tithe from the landowner's money. David will send Board members an e-mail from a landowner who objected to GLA having tithed in 2003.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:05 p.m. with no further business. The next meeting will be held January 12, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB120303 Former Committee Chairs to write up descriptions of their roles/responsibilities

TR120203.1 David to send draft letter and list of contractors for contractor waiver mailing to Cynthia

TR120203.2 Denise to add contractor/waiver box to waiver form.

TR120203.3 Denise/Cynthia to complete mailing.

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TR120203.4 David, Janet & Denise to handle a mailing to landowners who need to submit final subdivision applications to GLA.

TR120203.5 Board to consider changing the GLA's fiscal accounting year from January – December *to* November 1 – October 31.

AR120203.1 Charlotte to research amount Church owes GLA for Master Plan.
David to call Alan Hearn and Joan Murphy.

AR120203.2 Denise to write letter to Paul Rantallo to confirm mobile home trailer removal date.

AR120203.3 David to draft letter to Henry Follman to set up appointment for measuring his grade.

AR120203.4 Denise to send architectural approval to Eric Newhouse with information regarding denial of waiver request, etc.

AR120203.5 Denise to write letter to Pedro Pinardo regarding clean-up.

CP120203.1 David to draft letter to our attorney regarding current status of Parcel 32 (NG) Woodriff.

CP120203.2 David to talk to Robert about rock pile above culvert..

CP120203.3 James Kozlik to give Hansard phone number to David.

CP120203.4 David to follow-up on Sinopoli complaint.

MP120203.1 David to contact attorney regarding postponing/deferring vote on Master Plan.

MP120203.2 Laura Boise & Marjorie Lombard to submit a list with the specifics of their concerns about Master Plan to David.

RC120203.1 David to contact attorney concerning legal formation of PVRC.

RC120203.2 Janet to call Joe Swindlehurst regarding filing of Parcel 16-A.

WB120203.1 Denise to review list of realtors w/David and complete realtor/website mailing .

WB120203.2 David to determine location of maps for Edward to place on GLA website.
David to send Standards to Edward.

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WD120203.1 Cynthia to call Matt Scoplite.

OB120203.1 Philip and Orlando to compile a written list of points that the Board needs to consider regarding shelter insurance and present it at January meeting.

OB120203.2 David to send copies of e-mail regarding GLA tithe to Board.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
December 2, 2003

1 Call to Order, Opening Prayer

2 Reading and Disposition of Minutes
November 3, 2003

3 General Business
3.1. Elect new officers
President, VP, Treasurer, and Secretary
3.2. Select new Committee Chairs/Co-chairs
(Committees are listed under "4" below)
3.3. Annual meeting debrief

4 Report of Officers and Committees
4.1. **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Status of Insurance Rebate *[Cynthia]*
ACTION ITEM – Mailed Contractor Waiver info out *[Cynthia]*
4.1.2. New Business

4.2. **Architecture Subcommittee Report** - Robert Wallace, Co-chair
4.2.1. Old Business
ACTION ITEM – Status of determination of amount Church owes GLA *[Denise, Pamela, Charlotte, David]*
ACTION ITEM – Status of Letter to Thuse *[Janet]*
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Follman's Driveway *[David]*
ACTION ITEM – Send Architectural approval to Ross Fitzgerald *[Denise]*
ACTION ITEM – Send Architectural approval to Eric Newhouse *[Denise]*
ACTION ITEM – Send Architectural approval to Cris Brag/Rick Sendra *[Denise]*

4.2.2. **New Business**

4.3. **Road Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
4.3.1. Old Business
ACTION ITEM – Status on repair of Capricorn Drive guardrail *[JT]*

4.3.2. New Business

4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
4.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG)/Woodriff *[David]*
ACTION ITEM – Status of Exposing Culvert *[Robert]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
ACTION ITEM – Status of Sinopoli complaint *[David]*

4.4.2. New Business

4.5. **Land Use Master Plan Committee Report** - Daniel Kehoe, Jr., Co-chair
4.5.1. Old Business
ACTION ITEM – Status of Master Plan *[David]*
4.5.2. New Business

4.6. **Recreation Committee Report** – Robert Wallace – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC *[David]*
ACTION ITEM - Filing Parcel 16A which is now part of Glastonbury *[Janet]*
4.6.2. New Business

4.7. **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Status of list of Realtors *[David]*
ACTION ITEM – Status of mailing letter to Realtors *[Denise]*
ACTION ITEM: - Sending Edward and Placement of documents on Website
Location Map for Glastonbury *[Charlotte]*
Standards *[David]*
Properties for Sale
4.7.2. New Business

4.8. **Weed Committee Report** - Philip Hoag and JT Trisdale, Co-Chair
ACTION ITEM – Research doing our own weed spraying

4.9. **Clean-up Committee Report** - Philip Hoag & Charlotte Mizzi, Co-Chair
4.9.1. **Old Business**
ACTION ITEM – Status of sending out telephone tree concerning Cleanup Days *[Charlotte]*
4.9.2. **New Business**

4.10. **Ombudsman Report** – Jennie Campbell (SG) & Richard Johnson (NG)

5 Other Business
5.1. Shelter Insurance *[Orlando]*

6 Next Meeting and Adjournment

Glastonbury Landowners Association, Inc.
Balance Sheet
As of November 30, 2003

	Nov 30, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	248.12
1st National Bank Savings	15,179.29
Total Checking/Savings	15,427.41
Accounts Receivable	
Accounts Receivable	59,285.68
Total Accounts Receivable	59,285.68
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	74,139.59
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**74,140.59**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	67,300.46
Net Income	-4,887.59
Total Equity	-170,171.72
TOTAL LIABILITIES & EQUITY	**74,140.59**

12/02/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through November 2003

	Jan - Nov '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	2,337.50	-539.40
Interest Income	315.90	458.26	-142.36
Misc. Income	0.00	91.63	-91.63
Sanitation Bond Account	1,250.00	91.63	1,158.37
1. General Income - Other	2,684.97		
Total 1. General Income	6,048.97	2,979.02	3,069.95
2. Assessments			
Assessments prior to 1998	254.76	91.63	163.13
Dwelling Assessment 1998	0.00	91.63	-91.63
Dwelling Assessment 1999	210.00	275.00	-65.00
Dwelling Assessment 2000	226.30	733.26	-506.96
Dwelling Assessment 2001	152.63	916.63	-764.00
Dwelling Assessment 2002	2,262.54	4,950.00	-2,687.46
Dwelling Assessment 2003	18,624.43	20,988.00	-2,363.57
Golden Age Village Assessment	5,880.00	9,432.50	-3,552.50
Land Assessment 1998	120.00	91.63	28.37
Land Assessment 1999	330.00	458.26	-128.26
Land Assessment 2000	631.65	916.63	-284.98
Land Assessment 2001	1,505.52	1,375.00	130.52
Land Assessment 2002	3,915.12	5,765.76	-1,850.64
Land Assessment 2003	31,334.82	33,858.00	-2,523.18
Total 2. Assessments	65,447.77	79,943.93	-14,496.16
3. Late Fees/Finance Charges			
Finance Charges	1,603.77	1,833.26	-229.49
Five Percent Penalty	264.92	500.00	-235.08
Total 3. Late Fees/Finance Charges	1,868.69	2,333.26	-464.57
Total Income	73,365.43	85,256.21	-11,890.78
Expense			
A. Business Expenses			
1. Banking Fees	98.50	27.50	71.00
2. Gifts & Donaitons	1,000.00	916.63	83.37
3. Insurance	6,899.83	5,500.00	1,399.83
4. Licenses	15.00	27.50	-12.50
5. Lien Filing	1,038.15	550.00	488.15
6. Rentals	315.00	128.26	186.74
7. Sanitation Bond Refunds	500.00	916.63	-416.63
8. Taxes	241.40	91.63	149.77
Refund on Overpayment	270.00		
Total A. Business Expenses	10,377.88	8,158.15	2,219.73
B. Office Expense			
1. Copying	1,049.54	458.26	591.28
2. Postage	1,394.68	504.13	890.55
3. Office Supplies	513.17	458.26	54.91
4. Misc. Expenses	39.96	366.63	-326.67
5. Refreshments	329.10	275.00	54.10

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through November 2003

	Jan - Nov '03	Budget	$ Over Budget
6. Petty Cash Account	575.79	275.00	300.79
Total B. Office Expense	3,902.24	2,337.28	1,564.96
C. Professional Fees			
1. Accountant	95.00	91.63	3.37
2. Bookkeeper	3,023.50	2,566.63	456.87
3. Legal Council	2,302.20	1,833.26	468.94
4. Manager	2,024.68	2,016.63	8.05
5. Misc. Professional Fees	0.00	91.63	-91.63
6. Secretarial	6,891.00	5,500.00	1,391.00
7. Treasurer	144.00	275.00	-131.00
8. Web Site	525.75	275.00	250.75
Total C. Professional Fees	15,006.13	12,649.78	2,356.35
D. Road Repairs & Maintenance			
1. Loan Payment	29,625.11	27,500.00	2,125.11
2. Misc. Road Maint.	1,023.97	1,833.26	-809.29
3. Misc. Supplies	61.95	916.63	-854.68
4. Road Grading	7,630.00	11,000.00	-3,370.00
5. Sanding	2,027.77	1,375.00	652.77
6. Snow Plowing	5,100.00	2,291.63	2,808.37
7. Snow Fences	0.00	366.63	-366.63
Total D. Road Repairs & Maintenance	45,468.80	45,283.15	185.65
E. General Expenses			
1. Clean-up Day	0.00	1,100.00	-1,100.00
2. Equipment Repair & Maint.	39.48	275.00	-235.52
3. Miscellaneous	898.70	458.26	440.44
4. Weed Control	4,080.00	1,375.00	2,705.00
Total E. General Expenses	5,018.18	3,208.26	1,809.92
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	3,666.63	-2,728.89
2. Master Plan	100.00	916.63	-816.63
3. Guardrails	1,261.59	2,750.00	-1,488.41
4. Recreation Area	7,121.54	3,666.63	3,454.91
Total F. Misc. Projects	9,420.87	10,999.89	-1,579.02
G. Emergency Fund	0.00	102.63	-102.63
Total Expense	89,194.10	82,739.14	6,454.96
Net Income	**-15,828.67**	**2,517.07**	**-18,345.74**

FOR Denise Orr

MEMORANDUM

TO: James Kozlik 333-4765
Pamela May 333-4354

FROM: Denise Orr (333-9553

DATE: November 23, 2003

RE: Request for Your Input Concerning Eric Newhouse's Request to have his $250 Bond Waived

The Board approved Eric's application for construction of home on 42-D NG on Nov. 3. As I was preparing his project approval form I noticed on his application that he requested a waiver for the $250 bond. The Board didn't discuss this at the meeting. I called David before he left on vacation and asked him what he wanted to do and he said that you and Pamela should decide whether to approve his waiver or not to approve it. Eric did not state his reason for requesting a waiver.

I'll be in Billings from Tues – Thursday (hopefully no longer) with my mother who is having surgery there, so I probably won't be available until Friday if one of you would like to call me with your decision. You can also leave me a phone message. My e-mail is down so don't send anything by e-mail.

Thanks.

I would be in favor of waiving the $250 bond. He has a trailer - we can make him keep scrap in the trailer with periodic trips to the dump. Also, we can make sure that nothing blows over to the neighbors property. Janet Necleros' husband is working with him so we should be able to "keep tabs" on the situation. Eric is a well known locale contractor so there shouldn't be a ~~prob~~ problem. James K.

I, James Kozlik, give my proxy vote for all issues concerning the Dec. 2nd, 2003 GLA board meeting to Janet Neclereo.

James Kozlik

James Kozlik

I volunteer to be the Architectural Committee chair person.

In regards to Eric Newhouses' request for waiver of the $250 clean up bond, ~~I recommend that waiver be granted per the following~~ conditions.

That said party keeps debris from blowing onto surrounding properties and he keeps a trailer and or constructs a plywood box ~~on site to store trash.~~

If you need to talk to me during the meeting I will keep my cell phone on ~~during the evening.~~ ~~220-1563~~

Glastonbury Landowners Association

Board Member Proxy Notification

I, Edwin Johnson

Give my proxy to Charlotte Mirri

For the GLA Board of Directors Meeting on Dec 2nd
date

Edwin Johnson
signature

Dec 2nd.
date

2004-01-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 12, 2004

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:17 p.m, at Golden Ratio Woodworks. James Kozlik gave the opening prayer.
   PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
   ABSENT: Kristen Hardesty, Philip Hoag, Edwin Johnson
   PROXIES: Edwin to Charlotte
   ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper), Linda Kremer (Landowner) and Penelope Price (Landowner)

2. **Reading and Disposition of the Minutes General Business**
   December 2, 2003 Meeting Minutes
   MOTION: Janet motioned and Charlotte seconded to approve the Dec. 2, 2003 meeting minutes as amended. Motion carried.

3 **General Business**

3.1 New Business

ACTION ITEM - Write up of committee duties. Tabled

3.2 Old Business. None

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "December 2003 Checkbook Transactions" and "Balance Sheet As of December 31, 2003" and "Income and Expense Budget Overview January through December 2003." A few corrections will be made to pg.1 of December 2003 Checkbook Transactions and will be sent to David and Denise for files.

4.1.1. Old Business

ACTION ITEM – Mail contractor waiver notices. Pending

4.1.2. New Business

Linda Kremer, on behalf of the SGTC Board (South Glastonbury Teaching Center), presented a request for retroactively waiving the SGTC assessments. She reviewed the history of the TC's request for the waiver.

MOTION: Charlotte motioned and Pamela seconded to approve waiving the SG Teaching Center's past assessment fees of $240, including penalties and interests. This means that the SGTC has no outstanding assessment fees to the GLA. Motion carried.

Linda requested written verification of the assessment fee waivers.

File: MtgMins 01 12 04.doc
Draft(s); 01 16 04; 1 26 04; 01 30 04 - FINAL
Amended:

4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs

4.2.1 Old Business

ACTION ITEM – Research amount Church owes GLA. Pending

ACTION ITEM – Date when Paul Rantallo is to remove his mobile home.
GLA received a letter from Paul in November 2003 saying trailer would be removed by the end of the year. He sent a second letter in December 2003 stating his present construction on his property would delay trailer removal. GLA to write to Paul for clarification.

ACTION ITEM – Follman's Driveway. Tabled

ACTION ITEM – Send Application approval form to Newhouse. Done

ACTION ITEM – Clean up of Pedro Pinardo's construction site 32 SG.
David reported that Pedro has cleaned up the site. Denise to write Pedro explaining that sanitation bond will not be refunded until construction has been completed.

STATUS Report - Parcel 97 & 98 Road Construction Application/Kathleen Ramp.
David reported that at the special Board meeting on January 9, the Board agreed to approve Kathleen's road construction subject to 12 conditions. (See January 9, 2004 Meeting Minutes) On February 11, David faxed the approval/conditions to Kathleen (see attached). Kathleen called David and stated she accepted the conditions but questioned No. 7 concerning where the road enters Hercules. Kathleen will meet with her surveyor and engineer to discuss this issue. Board agreed that GLA should write a letter to neighbors concerning blasting and the easements involved with Kathleen's project.

4.2.2 New Business

Lot 35-A (SG), Kletter/Parker Residence Construction Application.
Board reviewed and discussed the above application and various issues such as who owns the property, traveling to the Twin Pillar's shelter requires passing through the parcel to the North and safety hazards of the Twin Pillar's shelter located on the same lot. The board agreed to write two letters.

- The first letter would request more information concerning: (1) who is the applicant for this project; (2) who owns Tract 35-A; (3) clarify the footing for the house, and ; (4) request a plat map for Parcel 35 showing all tracts and existing house locations.
- The second letter would be addressed to Twin Pillars Shelter requesting action to remedy the safety hazards on Lot 35-A, SG.

Lot 2-A (NG) Sudivision Application/Marjorie Lombard.
Board reviewed Tract 2-A subdivision. James Kozlik reported that he spoke with Marjorie

about the possibility that the State might not allow her to subdivide again since this is her second minor subdivision. He suggested that she might want to contact the state/county about this issue before submitting her application to GLA. James stated that Marjorie told him she preferred to seek GLA approval first before checking about this requirement.
MOTION: James motioned and Charlotte seconded to approve the Lot 2-A subdivision provided Marjorie designates a road easement from the existing private road to the subdivided property and provided that the subdivision meets the county's requirement. If Marjorie wants to change her application, she must submit an amended application. Approval is granted for 18 months and an extension may be granted at the discretion of the Board. Motion carried.

Lot 33 (NG)/Pouwel Gelderloos Construction of Shop w/Apartment
David reported that Powel has started construction of a shop with reportedly an apartment over it. In 2000, the GLA Board Meeting Minutes state that the Board approved the construction of a garage application from Pouwel. However, the GLA has no paperwork except for approval for a shop in 2001 Meeting Minutes. Board agreed to explore situation further.
Note re. Parcel 33/NG. David reported that our records show that Mansaw, Meijer, Gelderloos and Duke are owners of Parcel 33. This parcel was partitioned into five tracts by Court order and was not approved as a subdivision by either GLA or the County.

Lot 30-E NG, Rantello – Removal of trailer. See ACTION ITEM above.

Lot 61-B SG – Preliminary review of house. Tabled.

New Policy: Timeline for Completion of a Subdivision
The Board discussed the need to establish a time limit for the completion of a subdivision once GLA has approved a subdivision.
MOTION: James Kozlik motioned and Charlotte seconded to require that landowners applying for a subdivision must complete the subdivision within one year. If the subdivision isn't completed within the year, the landowner will need to apply to the Board for a time extension to complete the subdivision. AMMENDMENT TO MOTION: Orlando motioned and JT seconded to change the "one year" requirement to "18 months." Amendment and motion carried.

New Policy: Timeline for Completion of a Construction Project
The Board discussed the need to establish a time limit for the completion of construction projects that GLA approves.
MOTION: JT motioned and Charlotte seconded that construction projects must be completed within one year. For building projects, just the exterior (e.g.: the siding, windows, roof including shingling and secured doors, etc.) need to be completed within the one year period from the date of GLA approval. If the project is not completed within one year (12 months), the landowner must apply for a time extension to complete the project. Motion carried.

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Draft(s); 01 16 04; 1 26 04; 01 30 04 - FINAL
Amended:

4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1 Old Business

ACTION ITEM – Research Matt Scoplite handling our weed spraying. Tabled

4.3.2 New Business

Paving Glastonbury Roads

David reported that John Fanuzzi told him that he may be going into the paving business this summer. He expects costs between $0.55-0.60 cents per square foot. David reviewed that we have approximately 2 miles of roads in both North and in South Glastonbury that are candidates for paving. This translates into a cost of about $312,000. We would need to increase assessments to pay for the paving and will need 51% approval of Glastonbury landowners for an assessment increase. David will continue to review the possibilities.

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich.

Penelope Price gave an overview on the Tim Dolan Compassionate Communication method and gave testimony that Tim Dolan successfully assisted in mediating a long term issue between her family and another landowner. If Ulrich agrees to participate in a mediation process, the Board agreed to hire Tim to help mediate between GLA and Ulrich regarding the issues which we have been trying to resolve with Ulrich through our attorney.

ACTION ITEM – Status of removing rock pile above culvert. Tabled

ACTION ITEM – Status of Cleanup on Hansard property. Tabled

4.4.2 New Business

Complaint from Vernon and Nye re: Goodson Dog Attacking Their Daughter's Dog.

David reported that he spoke to the Nyes and recommended they report the incident to the police, which they have done. GLA will write a letter to the landowner who is renting to Goodson and copy to Goodson and the Nyes.

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

File: MtgMins 01 12 04.doc
Draft(s); 01 16 04; 1 26 04; 01 30 04 - FINAL
Amended:

ACTION ITEM – Letter to Landowners postponing Master Plan meeting. **Done.** (See attached.)

4.5.2 New Business
Master Plan, Maps. Landowner comments.
Board agreed that the Master Plan Committee, David and Denise should meet on Thursday, Jan. 15 at 7:30 p.m. at the Golden Ratio cafeteria to discuss the details of the questions and concerns that landowners have about the Master Plan and to plan the February 21st meeting.

4.5 Recreation Committee Report – Janet Naclerio – Chair
4.5.1 Old Business
ACTION ITEM – Legal Formation of PVRC
David reviewed that our attorney told him there was a community, similar to ours, that wanted to beautify their parklands and applied to become a charitable tax exempt organization—it was denied by the IRS because it appeared to be self-serving. Our attorney suggested that we do further research before proceeding with this application based on the fact that the GLA would be taking a risk with the high cost of applying for tax exempt status. The Board discussed in detail many factors regarding the legal formation of PVRC and whether PVRC or the GLA should be responsible for the research and expense involved.
MOTION: Charlotte motioned and Edward seconded for the GLA to take the necessary steps, including paying the legal fees, to make the PVRC a separate tax-exempt organization (not a 501-3 C). Motion carried.

ACTION ITEM - Status of Filing Parcel 16-A to be a part of Glastonbury. Tabled

4.5.2 New Business. None

4.6 Web Site Committee Report - Edward Anderson, Chair
4.6.1 Old Business
ACTION ITEM – List of Realtors. Tabled

ACTION ITEM – Send Edward documents to place on Website. Tabled

4.6.2 New Business
Link extra Glastonbury website name to original. Tabled

4.8 Clean-up Committee Report – Kristen Hardesty, Chair. No report.

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance.
ACTION ITEM – List of points to consider regarding shelter insurance. Tabled

6. Next Meeting and Adjournment The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held February 2, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR011203.1	Denise to send a letter to SGTC confirming retroactive waiver of their assessment fees.
TR011204.2	Cynthia to send corrected versions of Dec. 2003 Checkbook Transaction document to David and Denise. **Done.**
AR011204.1	Denise to send revised waiver form to website and those who have project application forms.
AR011204.2	Denise to send letter to Paul Rantallo for clarification re: removal of trailer. **Done**
AR011204.3	Denise to send letter to Pedro Pinardo re: sanitation bond. **Done**
AR011204.4	David/Denise to send letter to neighbors concerning blasting and easements. **Done**
AR011204.5	Denise/David to send application approval to Kathleen Ramp. **Done.**
AR011204.6	Denise/David to send letter to Kletter/Parker re: Application for Construction of Residence Lot 35-A: **Done.**
AR011204.7	Denise/David to send letter to Twin Pillars Shelter re: safety hazards. **Done.**
AR011204.8	Denise to send project approval for Lot 2-A (NG) Lombard Subdivision. **Done**
AR011204.9	Denise to draft new policies regarding approval time limits for subdivisions and construction projects and incorporates into GLA project application forms and approval forms.
AR011204.10	David to ask our attorney regarding the status of Parcel 33/NG Subdivision and Pamela to research. **Done**
CP011204.1	David to contact K. Ulrich re: mediation meeting. **On going**

File: MtgMins 01 12 04.doc
Draft(s); 01 16 04; 1 26 04; 01 30 04 - FINAL
Amended:

CP011204.2 Denise to draft letter to the owner of Goodson apartment and cc to Goodson and the Nyes. **Done. but letter is on hold.**

RC011204.1 Orlando to research other organizations (with background similar background to PVRC) that have been tax exempts status. .

RC011204.2 David to take the necessary steps, including paying the legal fees, to make the PVRC a separate tax-exempt organization (not a 501-3C). GLA to develop rules and bylaws to be developed for the operation of the PVRC.

File: MtgMins 01 12 04.doc
Draft(s); 01 16 04; 1 26 04; 01 30 04 - FINAL
Amended:

2004-01-12_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
January 12, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
December 2, 2003

3. **General Business**
3.1 New Business
ACTION ITEM – Write up of committee duties

4. **Report of Officers and Committees**
4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Add Subdivision waiver to Architectural Application form
ACTION ITEM – Mail contractor waiver notices
4.1.2. New Business
* Request for retroactive granting of charitable organization status

4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
4.2.1. Old Business
ACTION ITEM – Research amount Church owes GLA
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Follman's Driveway *[David]*
ACTION ITEM – Send Application approval form to Newhouse *[Denise]*
ACTION ITEM – Clean up of Pinardo construction site 32 SG
4.2.2. New Business
* **Lot 35-A SG** – Kletter/Parker Architectural review
Owner is Twin Pillars – Do we need approval statement from Twin Pillars?
* **Lot 2-**A NG – Lombard Subdivision
* **Lot 33 NG** – Architectural Review
Lot 30-E NG – Removal of trailer
Lot 61-B SG – Preliminary review of house

4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
4.3.1. Old Business
ACTION ITEM – Research into Matt Scoplite doing our weed spraying *[David]*
4.3.2. New Business
* Paving Glastonbury Roads

4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
4.4.1. Old Business
- ACTION ITEM – Status of Parcel 32 (NG) Ulrich *[David]*
* Proceed to Mediation

ACTION ITEM – Status of removing rock pile above culvert *[David]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
4.4.2. New Business

4.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair

4.5.1. Old Business

ACTION ITEM – Letter to Landowners postponing Master Plan meeting *[David]*

4.5.2. New Business

* Master Plan [*David]*
  Maps *[David]*
  Landowner comments

4.6 **Recreation Committee Report** – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Legal Formation of PVRC
  * Review possibility of becoming charitable tax exempt foundation
    Other similar organizations *[Orlando]*
    Costs *[David]*

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury

4.6.2. New Business

4.7 **Web Site Committee Report** - Edward Anderson, Chair

4.7.1. Old Business

ACTION ITEM – List of Realtors *[Denise]*

ACTION ITEM: - Sending Edward and Placement of documents on Website
  Maps *[David]*
  Standards *[David]*

4.7.2. New Business

Link extra Glastonbury website name to original *[Edward]*

4.8 **Clean-up Committee Report** – Kristen Hardesty, Chair

4.9 **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

6. Next Meeting and Adjournment

* Main items of discussion

Glastonbury Landowners Association, Inc.
Balance Sheet
As of December 31, 2003

	Dec 31, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,724.19
1st National Bank Savings	7,198.65
Total Checking/Savings	10,922.84
Accounts Receivable	
Accounts Receivable	57,242.10
Total Accounts Receivable	57,242.10
Other Current Assets	
Undeposited Funds	196.50
Total Other Current Assets	196.50
Total Current Assets	68,361.44
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**68,362.44**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	67,480.62
Net Income	-10,845.90
Total Equity	-175,949.87
TOTAL LIABILITIES & EQUITY	**68,362.44**

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through December 2003

	Jan - Dec '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	2,550.00	-751.90
Interest Income	335.26	499.92	-164.66
Misc. Income	0.00	99.96	-99.96
Sanitation Bond Account	1,250.00	99.96	1,150.04
1. General Income - Other	1,837.75		
Total 1. General Income	5,221.11	3,249.84	1,971.27
2. Assessments			
Assessments prior to 1998	254.76	99.96	154.80
Dwelling Assessment 1998	0.00	99.96	-99.96
Dwelling Assessment 1999	210.00	300.00	-90.00
Dwelling Assessment 2000	226.30	799.92	-573.62
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Land Assessment 1999	330.00	499.92	-169.92
Land Assessment 2000	631.65	999.96	-368.31
Land Assessment 2001	1,625.52	1,500.00	125.52
Land Assessment 2002	4,073.12	6,289.92	-2,216.80
Land Assessment 2003	33,336.03	36,936.00	-3,599.97
Total 2. Assessments	69,626.20	87,211.56	-17,585.36
3. Late Fees/Finance Charges			
Finance Charges	1,796.62	1,999.92	-203.30
Five Percent Penalty	326.91	500.00	-173.09
Total 3. Late Fees/Finance Charges	2,123.53	2,499.92	-376.39
Total Income	76,970.84	92,961.32	-15,990.48
Expense			
A. Business Expenses			
1. Banking Fees	101.00	30.00	71.00
2. Gifts & Donaitons	1,000.00	999.96	0.04
3. Insurance	6,078.61	6,000.00	78.61
4. Licenses	15.00	30.00	-15.00
5. Lien Filing	1,038.15	600.00	438.15
6. Rentals	630.00	139.92	490.08
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Refund on Overpayment	300.00		
Total A. Business Expenses	10,154.16	8,899.80	1,254.36
B. Office Expense			
1. Copying	1,049.54	499.92	549.62
2. Postage	1,394.68	549.96	844.72
3. Office Supplies	513.17	499.92	13.25
4. Misc. Expenses	39.96	399.96	-360.00
5. Refreshments	329.10	300.00	29.10

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through December 2003

	Jan - Dec '03	Budget	$ Over Budget
6. Petty Cash Account	762.82	300.00	462.82
Total B. Office Expense	4,089.27	2,549.76	1,539.51
C. Professional Fees			
1. Accountant	95.00	99.96	-4.96
2. Bookkeeper	3,023.50	2,799.96	223.54
3. Legal Council	2,302.20	1,999.92	302.28
4. Manager	3,452.87	2,199.96	1,252.91
5. Misc. Professional Fees	0.00	99.96	-99.96
6. Secretarial	7,503.00	6,000.00	1,503.00
7. Treasurer	291.00	300.00	-9.00
8. Web Site	681.45	300.00	381.45
Total C. Professional Fees	17,349.02	13,799.76	3,549.26
D. Road Repairs & Maintenance			
1. Loan Payment	29,625.11	30,000.00	-374.89
2. Misc. Road Maint.	2,551.75	1,999.92	551.83
3. Misc. Supplies	61.95	999.96	-938.01
4. Road Grading	7,780.00	12,000.00	-4,220.00
5. Sanding	2,027.77	1,500.00	527.77
6. Snow Plowing	6,182.00	2,499.96	3,682.04
7. Snow Fences	0.00	399.96	-399.96
Total D. Road Repairs & Maintenance	48,228.58	49,399.80	-1,171.22
E. General Expenses			
1. Clean-up Day	450.00	1,200.00	-750.00
2. Equipment Repair & Maint.	1,769.48	300.00	1,469.48
3. Miscellaneous	898.70	499.92	398.78
4. Weed Control	4,080.00	1,500.00	2,580.00
Total E. General Expenses	7,198.18	3,499.92	3,698.26
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	3,999.96	-3,062.22
2. Master Plan	100.00	999.96	-899.96
3. Guardrails	1,261.59	3,000.00	-1,738.41
4. Recreation Area	7,121.54	3,999.96	3,121.58
Total F. Misc. Projects	9,420.87	11,999.88	-2,579.01
G. Emergency Fund	0.00	111.96	-111.96
Total Expense	96,440.08	90,260.88	6,179.20
Net Income	**-19,469.24**	**2,700.44**	**-22,169.68**

To: GLA Board
Date: October 15, 2002
RE: Assessments for South Glastonbury Teaching Center Parcels
From: Linda Kremer, trustee SGTC

I was requested to write to you as follow-up to my April 2002 request for action.

The Board of the South Glastonbury Teaching Center has requested that you consider a waiver of the assessments for Teaching Center parcels 22E and 23A, South Glastonbury.

We understand that a discussion of this idea occurred in the GLA meetings when Christine Johnston was a GLA Board member. She reported to us that the discussion was in favor of the waiver. Denise Orr was unable to find a record of the discussion or resolution in prior GLA minutes.

We would appreciate your consideration of the following points:

1. The budget of the SGTC is not substantial and relies on contributions from a small membership. This membership already supports the Glastonbury Community by paying GLA assessments on their private homes and parcels. This membership also supports the Glastonbury Community in spiritual ways that are not able to have a value placed on them.

2. Parcels 22E and 23A have not been served by GLA. The roads that access these parcels have not been maintained by the GLA.

3. Parcels 22E and 23A share a common boundary and should be considered as a single property if an assessment is charged.

Thank you for your consideration!
Linda Kremer, for the South Glastonbury Teaching Center Board

Should be 1/12

Glastonbury Landowners Association

Board Member Proxy Notification

I, JAMES KOZLIK

Give my proxy to CHAROLETTE MIZIE

For the GLA Board of Directors Meeting on 1/9/04 12
date

James Kozlik
signature

1/8/04
date

2004-02-04_BDGN.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
February 2, 2004
CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Opening Prayer**
The meeting was called to order by David Tonkin at 7:22 p.m., at Golden Ratio Woodworks. gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Kristen Hardesty, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Philip Hoag
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary)

2. Reading and Disposition of Minutes
January 12, 2004 Meeting Minutes
MOTION: Edward motioned and JT seconded to approve the January 12, 2004 meeting minutes. Motion carried.

3. General Business
3.1 New Business
ACTION ITEM – Write-up of committee duties
David requested Committee Chairs to write up their duties and offered to assist.

David reported that our database of landowners addresses & information is currently running and should be ready for Board use by March.

4. Report of Officers and Committees
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Add Subdivision waiver to Architectural Application form. **Done.**

ACTION ITEM – Mail contractor waiver notices. **In Process.**

ACTION ITEM – Send waiver approval to the SGlastonbury Teaching Center. **Done.**

4.1.2. New Business
Cynthia reported that the amount of assessment payments received in January was considerably higher than in past years; most likely the new discount offered to landowners when assessments are paid in full by January 31 served as the incentive.

4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
4.2.1. Old Business
ACTION ITEM – Research amount Church owes GLA. David reported that we have the letter documenting the Church owes us $15,000, but we need to determine how much we may have spent out of that $15,000.

ACTION ITEM – Follman's Driveway. Tabled.

ACTION ITEM – Kletter Construction Applicaton 35-A (SG). We received follow-

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Draft: 02 09 04
Amended: 03 01 04-FINAL

up information from Kletter with plat map and owner verification from Clare Parker, etc. Board discussed that the plat map doesn't meet lot size requirement and that the construction encroaches upon Parcel 36-NG & SG. There is an easement which Parcel 36NG was grated by Robert Wallace.
MOTION: James K motioned and Charlotte seconded to send Damian Kletter (cc to Clare Parker a follow-up letter stating that GLA discussed his project proposal and that the hazardous conditions with the shelter must be corrected according to standard construction processes before the Board will consider reviewing his application. Motion carried.

ACTION ITEM - Twin Pillars Safety Hazard. GLA sent letter to Kletter and Parker and they verbally agreed that the shelter site was a hazard. As of 2/2/04, the GLA hasn't received a formal response. Pamela reported that no improvements have been made to the site since our letter was sent to Kletter 21 days ago.

ACTION ITEM – Status of Pouwel Gelderloos Parcel 33 (NG) shop construction . David reported that in 2000, GLA gave approval to Pouwel to build a shop next to his home. It is not clear if the shop he is currently building has an apartment over it It is also not clear who owns the subdivision as it was a court ordered subdivision. The Board agreed to approve Pouwel's application subject to the approval of the Architectural Committee, who will review it in the next few days.

ACTION ITEM – Status of Pouwel Gelderloos Parcel 33 (NG) Subdivision.

ACTION ITEM – Incorporating new time limit policies into project application. Denise to do.

4.2.2 New Business
Lot 61-B (SG) – Preliminary review of house.

Parcel 56 (NG) Kathleen Rakela Sign Application
MOTION: Edwin motioned and James Kozlik seconded to approve Kathleen's proposed sign to be posted until the perpetrator is found. (Discussion).
AMMENDMENT: Orlando motioned and Charlotte seconded to change the duration allowed for posting the above sign to 90 days. (4 votes in favor; 6 voted opposed) (Discussion)
AMENDMENT: Cynthia motioned and Orlando seconded to require that Kathleen submit a color rendition of the sign that depicts its appearance and to list the materials that will be used before the Board makes a final decision. If approved, there will be no time limit on how long the sign can be posted. (10 in favor; 2 opposed.) (Discussion)
AMENDMENT: Cynthia motioned and James Kozlik seconded to tell Kathleen that we need the above information before the Board does a final review of Kathleen's sign application. We should also mention that the sign cannot be more than 8 feet above the ground. Motion carried. (7 in favor, 1 abstention)

Parcel 74/SG Richard and Elyssa Allen: House Extension Project Application: Due to time constraints at the meeting, the Board agreed to approve the Allen's application *subject to the approval* of the Architectural Committee, who will review the application within the next few days and notify the Board of its decision.

Parcel 26-E/SG Jerry and Ruth-Ann Young: Double garage with studio apartment above. (Submitted by Pouwel Gelderloos) Due to time constraints at the meeting, the Board agreed to approve the Young's application *subject to the approval* of the Architectural Committee, who will review the application within the next few days and notify the Board of its decision.

The Board discussed matters relating to the failure of Landowners and the county to communicate with GLA regarding subdivision projects. As a result, the GLA has not been properly involved in subdivisions and our records are incomplete, etc. The Board agreed it would be wise to have our attorney contact local judges to inform them about the legal jurisdiction of the GLA in subdivisions, etc.

4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1. Old Business

ACTION ITEM – Research into Matt Scoplite doing our weed spraying *[David]*
Tabled.

ACTION ITEM – Paving roads. David distributed a sheet entitled "Cost of Paving Select Roads" which lists information on various GLA road options and prices that might be considered for paving and the cost of a half time manager. The Board discussed this information and the need to take immediate action by sending a letter to landowners by Friday, Feb. 6, requesting whether they would approve a raise in their assessments for paving and a part-time manager and which of the options they would choose. Janet expressed the concern that the Board was moving prematurely and should gather more hard information, bids, etc., before asking the landowners to pay more assessments. The Board decided that David should draft the letter, send it to other board members to review and mail it on February 6 and to give their input before it was sent out. The Board agreed the letter should include information on the above sheet and: (1) how many people will be affected by paving the roads; (2) the current GLA budget cannot afford the paving or a part time manager; (3) the proposed roads to be paved are those most affected by wash boarding; (4) the savings of paving vs grading the roads; (5) the possibility of landowners choosing to hire the pavers to pave their personal roads; (6) ask landowners to let the GLA know if they were willing to approve an increase in assessments and, if so, which option they would choose; and (7) ask landowners to respond by Feb. 21 or while attending the February 21 Master Plan meeting. .

4.3.2. New Business

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1. Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David reported that Kathleen cancelled mediation meeting, but stated she wants to do it at another time. David hopes

to reschedule it in the near future.

ACTION ITEM – Status of removing rock pile above culvert *[David]* Tabled.

ACTION ITEM – Status of Cleanup on Hansard property *[David]* Tabled.

ACTION ITEM – Status of Nye's dog compliant *[David]* Tabled.

4.4.2. New Business

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1. Old Business

ACTION ITEM – Status of Master Plan *[David]*

Orlando presented pictures of slides to be used at February 21, Master Plan meeting. The Board agreed to meet on Friday evening, February 13, to prepare for the same meeting.

4.5.2. New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Legal Formation of PVRC. David stated he will have a set of Covenants that he will send to the Board and PVRC Committee to review and then send to the attorney to complete.

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury. Tabled.

4.6.2. New Business

ACTION ITEM – Filing Parcel 23A into Glastonbury. Tabled.

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1. Old Business

ACTION ITEM – Sending letters to Realtors *[Denise]* Tabled.

ACTION ITEM: - Sending Edward and Placement of documents on Website.
Tabled. Maps *[David]*
Standards *[David]*

ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*.
Tabled.

4.7.2. New Business

4.8 Clean-up Committee Report – Kristen Hardesty, Chair. No report.

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*
Tabled.

5.2 Glastonbury Standards

David distributed copies of the Standards (with new additions, deletions and portions that needed specific review) and the Board reviewed each change, etc.
MOTION: Charlotte motioned and Edward seconded to approve the changes to the standards as amended. Motion carried.

The mobile home standards required no changes.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:50 p.m. with no further business. The next meeting will be held on February 13 at Golden Ratio Woodworks Cafeteria, 7:30 p.m. The following meeting will be held on March 1, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB020204.1 David to send the 2004 Budget via e-mail to the Board for review.

TR020204.1 Denise to send revised waiver form to website, James K, Cynthia & Pamela for. Project applications.

TR020204.2 David to determine names of contractors for contractor waiver mailing.

TR020204.3 Denise to send letter to NG Teaching Center informing them of waiver notice for 501-3C non-profit organizations passed by the GLA Board on 11/6/03.

AR020204.1 Denise to send Kletter & Parker follow-up letter re: application. (David & Janet: the next action item was not on the agenda, but it needed to be specifically addressed.)

AR020204.2 David to ask our attorney if GLA would be protected from lawsuits and liabilities if an accident were to occur on Twin Pillar's property although we have sent our notice.

AR020204.3 Architectural Committee to review Gelderloos application.

AR020204.4 Pamela and David to research status of Twin Pillars safety hazard. .

AR020204.5 Denise to incorporate new time limit policies into project application forms.

AR020204.6 Denise to send letter to Kathleen Rakela regarding sign.

AR020204.7 Architectural Committee to review Allen application.

AR020204.8 Architectural Committee to review Young application.

AR020204.9 Denise to incorporate new time limit policies into project application. And send to website, Cynthia, Pamela and James K.

AR020204.10 Ask our attorney to send a record of the GLA's jurisdiction to judges.

OB020204 David to edit approved changes to Standards.
Denise to make copies and distribute at February 21 meeting and mail to landowners not in attendance at meeting.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
February 2, 2004

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes
December 2, 2003

3. General Business
3.1 New Business
ACTION ITEM – Write up of committee duties

4. Report of Officers and Committees
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Add Subdivision waiver to Architectural Application form
ACTION ITEM – Mail contractor waiver notices
ACTION ITEM – Send waiver approval to Kremer's
4.1.2. New Business

4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
4.2.1. Old Business
ACTION ITEM – Research amount Church owes GLA
ACTION ITEM – Follman's Driveway *[David]*
ACTION ITEM – Kletter Applicaton *[Janes]*
ACTION ITEM – Status of Gelderloos shop construction *[James]*
ACTION ITEM – Status of Parcel 33 NG subdivision *[David]*
ACTION ITEM – Incorporating new time limit policies into project appl. *[Denise]*
4.2.2 New Business
Lot 61-B SG – Preliminary review of house
Parcel 56 NG, Rakela – Sign Application

4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
4.3.1. Old Business
ACTION ITEM – Research into Matt Scoplite doing our weed spraying *[David]*
ACTION ITEM – Paving roads *[David]*
4.3.2. New Business

4.4 Complaint Committee Report – Charlotte Mizzi – Chair
4.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Ulrich *[David]*
ACTION ITEM – Status of removing rock pile above culvert *[David]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
ACTION ITEM – Status of Nye's dog compliant *[David]*
4.4.2. New Business

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair
4.5.1. Old Business
ACTION ITEM – Status of Master Plan *[David]*
4.5.2. New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC
ACTION ITEM – Filing Parcel 16A is now part of Glastonbury
4.6.2. New Business
ACTION ITEM – Filing Parcel 23A into Glastonbury

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Sending letters to Realtors *[Denise]*
ACTION ITEM - Sending Edward and Placement of documents on Website
Maps *[David]*
Standards *[David]*
ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*
4.7.2. New Business

4.8 Clean-up Committee Report – Kristen Hardesty, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*

6. Next Meeting and Adjournment

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Glastonbury L[illegible]owners Association

COST OF PAVING SELECT ROADS

2/2/2004

Road From	To	Priority	Flag	Dist. mi	feet	Area sf	Glastonbury	Total Miles	Dollars	"A" Total Dollars	"B" Total Dollars	"C" Total Dollars
South Glastonbury										**$83,636**	**$34,215**	**$45,620**
Dry Creek							S	**2.65**	**Miles:**	**1.10**	**0.45**	**0.60**
End of pavement	Hercules	B	I	0.45	2376	57,024	S		34,214		34,214	
Arcturus							S					
Dry Creek	Pallas Circle	A	I	0.7	3696	88,704	S		53,222	53,222		
Pallas Circle	Cor Leonius	C		0.2	1056	25,344	S		15,206			15,206
Cor Leonius	Hesperus	C		0.4	2112	50,688	S		30,413			30,413
Hesperus	End of Arcturus			0.3	1584	38,016	S					
Leo							S					
Arcturus	Top of grade	A	I	0.4	2112	50,688	S		30,413	30,413		
Top of grade	Leo Lane			0.2	1056	25,344	S					
North Glastonbury										**$79,835**	**$38,017**	**$26,612**
Sirus - Taurus							N	**2.4**	**Miles:**	**1.05**	**0.50**	**0.35**
Aries	Taurus	A	I	0.4	2112	50,688	N		30,413	30,413		
Sirus	Top of grade	A		0.35	1848	44,352	N		26,611	26,611		
Top of grade	End of Taurus	B	I	0.2	1056	25,344	N		15,206		15,206	
Capicorn							N					
Gemini	Venus	C	I	0.35	1848	44,352	N		26,611			26,611
Venus							N					
Capicorn	Ranttalo's house	B	I	0.3	1584	38,016	N		22,810		22,810	
Gemini							N					
Capicorn	Orion	A	I	0.3	1584	38,016	N		22,810	22,810		
Orion							N					
Gemini	Evening Star			0.5	2640	63,360	N					

Total:	**$163,471**	**$72,231**	**$72,231**
Subtotal:	**$163,471**	**$235,702**	**$307,934**
Road Prep:	**$15,000**	**$10,000**	**$10,000**
5% Contingency:	**8,174**	**11,785**	**15,397**
Total Loan Required:	**186,644**	**257,487**	**333,330**
Half Time Manager:	**12,000**	**12,000**	**12,000**
Increase in Assesment Needed:	~~**$385,289**~~	~~**$526,975**~~	~~**$678,661**~~
To Pay off loan:	**61**	**85**	**110**
To pay Manager:	34	34	34
Total Assessment:	**96**	**119**	**144**

Column D

Additional

Chip Seal for existing NG Roads: $50,000

Per Lot now

Note:

When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SG

Assessment based on 350 Parcels/tracts/lots

2/2/04

GLA 01516

Glastonbury Landowners Association, Inc.
Balance Sheet
As of January 31, 2004

	Jan 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	1,308.18
1st National Bank Savings	7,198.65
Total Checking/Savings	8,506.83
Accounts Receivable	
Accounts Receivable	105,381.40
Total Accounts Receivable	105,381.40
Other Current Assets	
Undeposited Funds	19,944.00
Total Other Current Assets	19,944.00
Total Current Assets	133,832.23
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**133,833.23**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	56,139.41
Net Income	65,966.10
Total Equity	-110,479.08
TOTAL LIABILITIES & EQUITY	**133,833.23**

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 2004

	Jan '04	Budget	$ Over Budget
Income			
2. Assessments			
Dwelling Assessment 1998	120.00		
Dwelling Assessment 1999	120.00		
Dwelling Assessment 2000	122.98		
Dwelling Assessment 2001	140.00		
Dwelling Assessment 2002	45.00		
Dwelling Assessment 2003	404.04		
Land Assessment 1998	120.00		
Land Assessment 1999	120.00		
Land Assessment 2000	122.97		
Land Assessment 2001	140.00		
Land Assessment 2002	165.00		
Land Assessment 2003	704.03		
Land Assessment 2004	22,437.14		
2. Assessments - Other	120.00		
Total 2. Assessments	24,881.16		
3. Late Fees/Finance Charges			
Finance Charges	56.44		
Five Percent Penalty	12.00		
Total 3. Late Fees/Finance Charges	68.44		
Total Income	24,949.60		
Expense			
A. Business Expenses			
6. Rentals	40.00		
Refund on Overpayment	320.00		
Total A. Business Expenses	360.00		
B. Office Expense			
1. Copying	68.60		
2. Postage	176.36		
3. Office Supplies	80.34		
4. Misc. Expenses	115.66		
Total B. Office Expense	440.96		
C. Professional Fees			
2. Bookkeeper	927.50		
3. Legal Council	40.00		
6. Secretarial	840.00		
7. Treasurer	168.00		
Total C. Professional Fees	1,975.50		
D. Road Repairs & Maintenance			
2. Misc. Road Maint.	282.50		
5. Sanding	429.00		
6. Snow Plowing	875.00		
Total D. Road Repairs & Maintenance	1,586.50		
F. Misc. Projects			

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 2004

	Jan '04	Budget	$ Over Budget
1. Snow Plow/Sander Truck	4,075.44		
Total F. Misc. Projects	4,075.44		
H. Discount	425.21		
Total Expense	8,863.61		
Net Income	16,085.99		

Community of Glastonbury
Community Standards
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Glastonbury Landowners Association, Inc.
Mobile Home Standards

1.0 Mobile Home Standards

Mobile homes are allowed in the Community of Glastonbury under Section 6.05 of the Restated Declaration of Covenants for the Community of Glastonbury. In addition, this Section adopts further rules regarding appearance and quality of mobile homes to be placed either on individual parcels in the community or in the Golden Age Village in Glastonbury North. Mobile homes placed in Glastonbury prior to June 16, 1997 are governed by the *Specifications and Standards for Mobile Homes in The Community of Glastonbury and The Golden Age Village Rev 88-2*. The terms "mobile home", "mobile unit", "modular home" and "manufactured housing" as used in the Master Plan shall all follow the standards in this Section.

The GLA recognizes two cases for mobile homes in the Community:
1) As a permanent dwelling, and
2) As temporary living quarters while building a permanent home.

These two cases are treated differently by the Glastonbury Landowners Association Architectural Committee (GLA Architectural Committee).

1.1 Review and Approval

Installation plans as well as all exterior mobile home and site improvements such as roofs, siding, garages, carports, terraces and patios, room additions, storage sheds, etc. shall be subject to the prior review and approval by the GLA before any installation or site preparation can commence.

1.2 Architectural and Design Standards

The following standards are intended to protect and maintain the quality and planned living environment of the Community:

A) General: Mobile homes shall: 1) be no older than 10 years old, 2) be a minimum width of 24 feet, 3) have pitch shingled roof 4) have wood siding or simulated wood siding 5) have a foundation that includes stripped footing and 6) be recessed into the ground.

B) Occupation: Mobile homes moving into Glastonbury after the adoption of these Standards that require upgrading to comply with these Standards shall not be occupied until all installation and upgrades bringing the mobile home into compliance are completed.

C) Roofs: Mobile homes must have or be retrofitted with pitched roofs. The minimum roof pitch for mobile homes is 3:12. Roofing material must be Grade A or B shingle roofing material.

D) Roof Overhang: Each mobile home without a minimum roof overhang of 8 inches must either be retrofitted with such overhangs or be fitted with an attached garage, covered carport, covered terrace or patio, rain gutters at least 5" in width and/or other additions in order to extend the pitched roof line and remove the box-like appearance of many conventional mobile homes.

E) Exterior Materials: Mobile homes must have or be retrofitted with wood, high quality imitation natural materials such as vinyl siding or composition wood, stucco, rock or high quality imitation rock, or paneled exteriors or facades to create the appearance of a conventional home.

F) Foundations: Mobile homes in the Community are to be installed on a permanent

Adopted: 10 07 02

foundation of a well constructed recessed pad, with buried utilities per Section 1.4 of these Standards.

G) Skirting: Mobile home skirting must be covered by earth backfill or a finish per Section 1.4 C of these Standards. A well-designed decking that hides the skirting can take the place of earth backfill or finished appearance.

1.3 Temporary Mobile Home or Travel Trailer Use

A "Temporary Mobile Home or Travel Trailer Use Waiver" may be requested by a landowner from the GLA Architectural Committee to allow the temporary installation of a mobile home on their land while their permanent home is in the building process. At the time of review of the installation plans and prior to moving the mobile unit into the Community, the applicant must provide the GLA Architectural Committee with a written statement that the unit is to be used only as a temporary living quarters while he is in the process of building a permanent home on the parcel and that it will be removed from the Community within one year of the date of the original moving of the mobile unit into Glastonbury or within one month of completion of the permanent home, whichever comes first. The Temporary Mobile Home or Travel Trailer Use Waiver shall be for no longer than one year unless an extension is granted by the GLA Board.

A Temporary Mobile Home or Travel Trailer Use Waiver shall only be considered by the GLA Architectural Committee if the applicant is also submitting acceptable plans for the permanent home to be constructed, including an anticipated schedule of construction. Placement of the temporary mobile unit is contingent upon approval of the building plans and schedule of construction. It is recommended that the site utilities be designed and developed for the permanent home and that the mobile home be temporarily connected to those systems.

Travel trailers and RVs may not be used as permanent dwelling units. Upon approval by the GLA Architectural Committee, the Landowner of record may use a travel trailer or RV to reside in for vacation purposes (maximum of 90 days per year) provided it is connected to a water and septic system or is self-contained. Long term parking of travel trailers and RVs must be screened from sight of community roads by such means as landscaping or a garage or parked unobtrusively by the Landowner's house. Guests of Landowners may temporarily, for a period not to exceed 60 days, use travel trailers or RVs for vacation purposes without applying to the GLA for permission or a variance provided the vehicle is in the immediate vicinity of the host Landowner's home.

Temporary office trailers may be used at building sites for construction purposes on the site.

1.4 Installation Specifications

A) Pad Construction: A typical recessed mobile home pad is illustrated in Figure 1.1. The mobile home pad shall be located on stable soil which has a soil bearing capacity of not less than 1500 pounds per square foot and shall be free from organic material such as weed and grasses. Topsoil should be removed from pad site and stockpiled prior to excavation and back filling.

The finished interior floor elevation of the mobile home shall be between 8 and 16 inches above the highest exterior finish grade. Cut and fill slopes where required should have a minimum rise to run ratio of 1:2.5.

Fill material for the pad should consist of gravel, sand and binder in a proportion to ensure maximum compaction and stability. The recommended method is to place moderately

Adopted: 10 07 02

damp fill material in even layers not more than 6 inches thick. Compact to 90% maximum density with proper compaction equipment before the next layer is placed. Fill and existing ground must be free from ice, frost, and frozen or muddy materials.

A foundation consisting of concrete strip footings constructed to the dimensions and configuration specified by the mobile home manufacturer is strongly recommended. Where a gravel pad is used, the surface of the prepared pad should consist of not less than a 2-inch layer of 1 inch minus crushed gravel and should be level to within 1/2%.

B) Utilities: All utility and fuel lines shall be installed per Section 6.03 of the Covenants. In addition, all water lines should be buried at a minimum of 6 feet to prevent freezing. Water and sewer connections shall be made below the mobile home inside of the perimeter of the recessed skirting. Heat taping and insulation of the exposed water piping beneath the mobile home is necessary for winter usage and prevention of frozen pipes. LP gas connections must be made outside of the mobile home rather than underneath in order to avoid the possible accumulation of gas in the crawl space. A two-stage regulator is recommended: one at the tank and one at the exterior of the home.

C) Backfill: Material for backfilling should be free from rocks and cobbles larger than 6 inches and compacted in 12 inch layers. Surfaces should be mounded slightly to compensate for settlement. The finished grades should provide a 5% slope away from the mobile home to allow for drainage.

1.1.5 Further Specifications and Variances

The GLA is authorized and directed to establish and publish additional specifications and standards for the installation of mobile homes in the Community of Glastonbury, including any requirements which it deems are necessary for reasons of safety, appearance and the well-being of the Community and its residents, and in order to reasonably enforce the above provisions and the Covenants.

The GLA is authorized to consider and grant variances to these standards, specifications or rules wherever, in its discretion, it believes the same to be necessary and appropriate and where such variance will not be injurious to the rest of the Community.

Adopted: 10 07 02
Amended: 08 04 03

PIETER AND CAROLINE GRAAFLAND
#1605-8610 Jasper Ave, Edmonton, AB, T5H 3S5, Canada
Ph: 780 420-6873, e-mail: caropiet@telusplanet.net

Edmonton, AB, September 24, 2001

To: GLA Board and Master Plan Committee
Mr. Eric Newhouse, President
Emigrant, MT, USA

Dear Sir,

We received word that your Board is planning to put in place by resolution a new, far stretching, requirement to restrict the minimum size of a lot in North Glastonbury to 2 acres.

We as owners of Lot 26 B strongly oppose to this procedure.

1. In the Land Use Master Plan, as defined a few years ago, it was agreed that the minimum lot size in Glastonbury of two acres was based on the average of the original size of the parcel. That meant that we, as owners of a 20-acre original lot, theoretically could subdivide to max. 10 home sides. We now have 5 lots and are in the process to increase that to 7 (still one less than stated in our original plan as mentioned in our January 22, 1999 letter to you, which was never been answered). With 7 lots the average lot size on lot 26, based on the original lot size of 20 acres, will than be 2.85 acres. This is still 42% above your minimum requirement of 2 acres.
2. The Master Land Use Plan has never come into effect. But this, in our opinion, does not give you any reason and/or authority to change this plan and the agreements already in place by sole resolution of your Board. This is a very important matter and should be voted on by the complete membership.
3. In our opinion your proposal is also an example of bad planning. You will make the total planning process for many of your members much more rigid and inflexible. There is no reason that a lot of, for example 1.5 acres, is not feasible and not acceptable for county and state authorities. Much depends on the individual situations. Further, in North Glastonbury there are already 11 lots of less than 2 acres. It is, in our opinion, unfair to cut of other members from having this possibility.
4. We would advice you to put in effect the Master Land Use Plan as soon as possible and let the membership vote on it. By doing so the uncertain situation which exits now will come to an end and we as members will be freed from changes and new requirements all the time (please see our letter of Jan 22, 1999).
5. We would strongly advice you not to embark on the same way as the Mother church is now on, namely to cut off the membership in partaking in the decision making process. In the Aquarium Age policies like "Father Knows Best (i.e. important decisions by resolutions of the Board) are totally outdated and not tolerable any more. We trust to receive the final Master Land Use Plan soon, including a ballot sheet.

You're Sincerely,

Pieter and Caroline Graafland

GLA Master Plan
MEETING OUTLINE
1/15/04

The purpose of this meeting is to plan what we want to do at the Feb 21st meeting on the MP. Below is an outline of questions/points I think that we should consider. There are four main subjects. They are:

- List of landowners concerns
- Do we respond to the statements in the petition and listed in their letter about the petition?
- Do we want to review the MP based on the landowners concern?
- Review items to discuss in the MP meeting (Start of the Meeting Agenda)

1) List of Landowner's concerns
   a) Apartment buildings/Condos in residential areas –
      i) Was this planned
      ii) What is required to approve them
      iii) Advantages/disadvantages
      iv) Do we want to leave it in until landowners take it out
   b) Lack of neighborhood meetings
   c) Do not understand Table 4.5
      i) Need to have slides to explain table
   d) People do not realize how many parcels have already been subdivided
   e) This version is MUCH different than the 1998 version
      i) I asked Laura Boise who made this claim if she had a copy of the 1998 version – She said that she did
      ii) I asked her to send me a copy – Not received [Note the petition letter claims a 1999 version of MP]
      iii)
   f) Concern over the 30' maximum house height
      i) Present picture of an existing 29' log house in high south
   g) Put standards back into the MP
2) Do we address the statements in the petition?
   a) Petition states:
      i) High density development in residential areas
      ii) Increased taxes
      iii) Lowered home values
      iv) Need for mitigating factors re. developmental impact
      v) Water shortage

FILE: MPMeetingOutline
01/15/04

vi) Sewer issues
vii) Road concerns
viii) Major changes to MP
ix) Need for 6 community meetings

b) Petition Letter
i) Plan is inadequately understood
ii) Consequences not fully assessed
iii) No community meetings
iv) If the Village Centers are for high density, why allow it in residential areas
v) Re-designation of density from 1999 MP
vi) Majority of voters are absentee owners
vii) Major tax implication
viii) Economic Impacts not assessed
ix) Impact of apartments – No clear delineation of no. of apartments allowed
x) Want layouts of impacts of high density housing
xi) Burdens of future infrastructure caused by high density housing
xii) No addressing of mitigating factors of developers such as landscaping, paths etc.
xiii) Effects on current water table

3) Do we review the MP and possible make changes?
a) Eliminate allowing High density development in residential areas
b) Improve wording to make items clearer

4) Suggested plan for February 21st meeting
a) Present MP in 4 stages
i) Present situation in Glastonburys
(1) No. of parcels subdivided
(2) Other?
ii) Why we need the MP
iii) What is different from previous MP
iv) Present MP
v) Open mtg. to comments
(1) Once per landowner until all have had their say, then may allow a second round of comments [this is so those who are vocal can not take over the meeting and not let others have their say]
(2) Denise keep track from sign in sheet
vi) Landowners vote on whether we should hold neighborhood meetings and how many [By voice or written vote?]

GLA Master Plan
MEETING OUTLINE
1/15/04

b) Things to do for Feb 21st meeting:
   i) Finalize GLA Standards
   ii) Finalize Maps for MP
   iii) Make any changes thought needed to MP
      (1) Items we may want to change:
         (a) Define how many neighbors can stop a high density development
         (b) Require MP is reviewed in 5yrs then every 10-years thereafter
         (c) Change wording of the ¶ that says "In general, state law allows 20 acres parcels to be divided into 10 2-acres lots"
         (d) ?
   iv) Create a slide show

The

Community of

Glastonbury

Land Use

Master Plan

GLA 01529

LEGALEZE

Designated Properties shall be:
held, transferred, sold, conveyed, used and occupied

Subject to:
Subject to:

Covenants, conditions, restrictions,servitudes, limitations, terms, provisionss liens, charges, regulations, easements, reservations and burdens.

Binds: current ownerss, heirs, executors, administrators, successors and assigns, and successive owners, lessors or possessors of said property or portions thereof as hereinnafter provided

PURPOSE

Standards for Development

North Glastonbury

South Glastonbury

GLA 01531

Objective o

Create a Foundation:

Thriving
Family Oriented
Community

Built in:

Beauty
Order and
Harmony

GLA 01532

f Glastonbury Master Plan

Community Benefits

Unifying Philosophy

Shared Vision

Magnet for Enlightened Development

'Only' One of Several Tools

Build Community from 'Various Neighborhoods'

Ultimately, the residents of Glastonbury have found that it is the ability of residents to come together in a state of heart referred to in spiritual movements East and West as "loving kindness" and with a respect for one another's values and visions. . . .community formation is not helped or hindered by the economic status of the neighborhood. They share in common an ability to multiply the strengths of the residents, to dissolve artificial divisions and to form an invincible spirit of oneness of heart and purpose.

GLA 01534

Our Master Planning Goal

Should Glastonbury be a:

"Happening" (Free Choice)

"Community" (Socially Cohesive)

"Commitment" (Community with Direction)

? ? ? ? ? ? ? ?

1. Residences up to 30 feet high (as high as a three story building if it has a flat or nearly flat roof.) [I think that what was envisioned here was allowing a 3-story house with steep pitched roofs and where the top floor was in the atic. We may want to clarify this in Master Plan.]
2. Single family residence with an apartment or guest house (this is the maximum number of homes/dwelling for a subdivided parcel)
3. Maximum number of homes/dwelling units of an unsubdivided parcel is one resident plus a single or duplex residence. Duplexes (by meeting minor conditions)
4. Triplexes and Quadplexes (by meeting stricter conditions)
5. Large family residential developments (after meeting fairly restrictive conditions and subject to review at a neighbor hood meeting)
6. Condominiums and apartment buildings (after meeting fairly restrictive conditions and subject to review at a neighbor hood meeting)
7. Cottage industries (as outlined in the Covenants, Section 5.08)
8. Commercial activities (as outlined in the Covenants, Section 5.07)
9. Agricultural uses (as outlined in the covenants, Section 4.0)
10. Bed and breakfast facilities are allowed with the same restrictions as a duplex
11. Note the County is allowing two people to own a property as tenatcy in common if they are family which would fit into item 3 above.

File: MemoToBoard

Mail in Ballots for Nov. 3, 2003 Draft Master Plan
NOT IN FAVOR - AS OF 1/15/04

1) John & Pat Brettschneider/80 SG: No apartments. No condos. No trash! The vision for subdivision is not acceptable. I didn't buy here to seee it "developed" into a ticky tack pseudo subdivision. John.

2) Norma Brown/44-A NG

3) Eben Davis/ 073 SG

4) Pouwel & Miriam Gelderloos/33-A, 7-B, 7-B3 NG:
I don't approve because not all details are fully understood, without discussion and explanation.

5) Pieter & Carolina Graafland/26-B1 & 26-B2 NG

6) Donald Hansard/81 SG

7) James & Carla Ann Healy/50-AC & 50-AD NG

8) Neil A. Kremer/81-1A, 18-2, SD296; 56 SD 402; 18-B SG
Sections 3.3, 3.3.2, 3.3.3 especially tripleses, quads, condos and apartments I think needs to be okayed by an entire neighborhood if not the community as a whole—not just GLA or such larger density projects should be presented to the whol community and the individual neighborhood where it is to be sited and then granted a variance.

3.5 Building Placement – there needs to be some way to actually enforce (adjust) this during the review process. Examples: The building going in above us by Ross Fitzgerald for example sits blatantly on the edge of the ridge directly "smack" in the middle of our visual field and of anyone coming up the road. Even after being asked to observe an appropriate set-back, and agreeing to it verbally, he went ahead building on the prominent ridge anyway...

4.0 Density Projections are not acceptable.

4.0 "Village Center" plans are not acceptable unless ratified and reviewed by entire Community and GLA.

9) Per & Nina Norell/41 NG

10) Dennis & Wendy Riley/108 SG

11) Rasa Slavenas/101 SG

12) Rich Spallone/79 SG

13) Albert and Julie Vinci/ 22B
We hereby rescind our previously submitted Mail in Ballot, etc....we plan to attend the Jan 17 special meeting and have our concerns addresses at that time. Respectfully...

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

LAND USE MASTER PLAN

Beauty, Order and Harmony

11-03-03 DRAFT

Purpose of the Glastonbury Master Plan

The purpose of the Glastonbury Land Use Master Plan ("the Master Plan") is to establish standards for the development of the communities of Glastonbury North and Glastonbury South. The objective of the Master Plan is to create a foundation for a thriving family-oriented Community built in beauty, order and harmony. This Master Plan benefits the Community by establishing a unifying philosophy and shared vision that creates a magnet for enlightened development. By providing guidelines and standards that specify the type and character of development allowed in specific areas, the Master Plan enhances the quality of development in the Community. It also supports property values by encouraging attractive growth and appropriate commercial and institutional activity.

Due to its limitations as a static document, the Master Plan is simply one of several tools to build a Community from the various neighborhoods that compose Glastonbury. Ultimately, the residents of Glastonbury have found that Community is the ability of residents to come together in a state of heart referred to in spiritual movements East and West as "lovingkindness" and with a respect for one another's values and vision. History has shown that the formation of communities has not been helped or hindered by the economic status of the neighborhoods in which they are found. They have been formed everywhere, from ghettos to exclusive neighborhoods. What communities have in common is the ability to multiply the strengths of the residents, to dissolve artificial divisions and to form an invincible spirit of oneness of heart and purpose. This Master Plan has been created as a step toward forming a Community of Glastonbury.

Glastonbury Landowners Association, Inc
Land Use Master Plan

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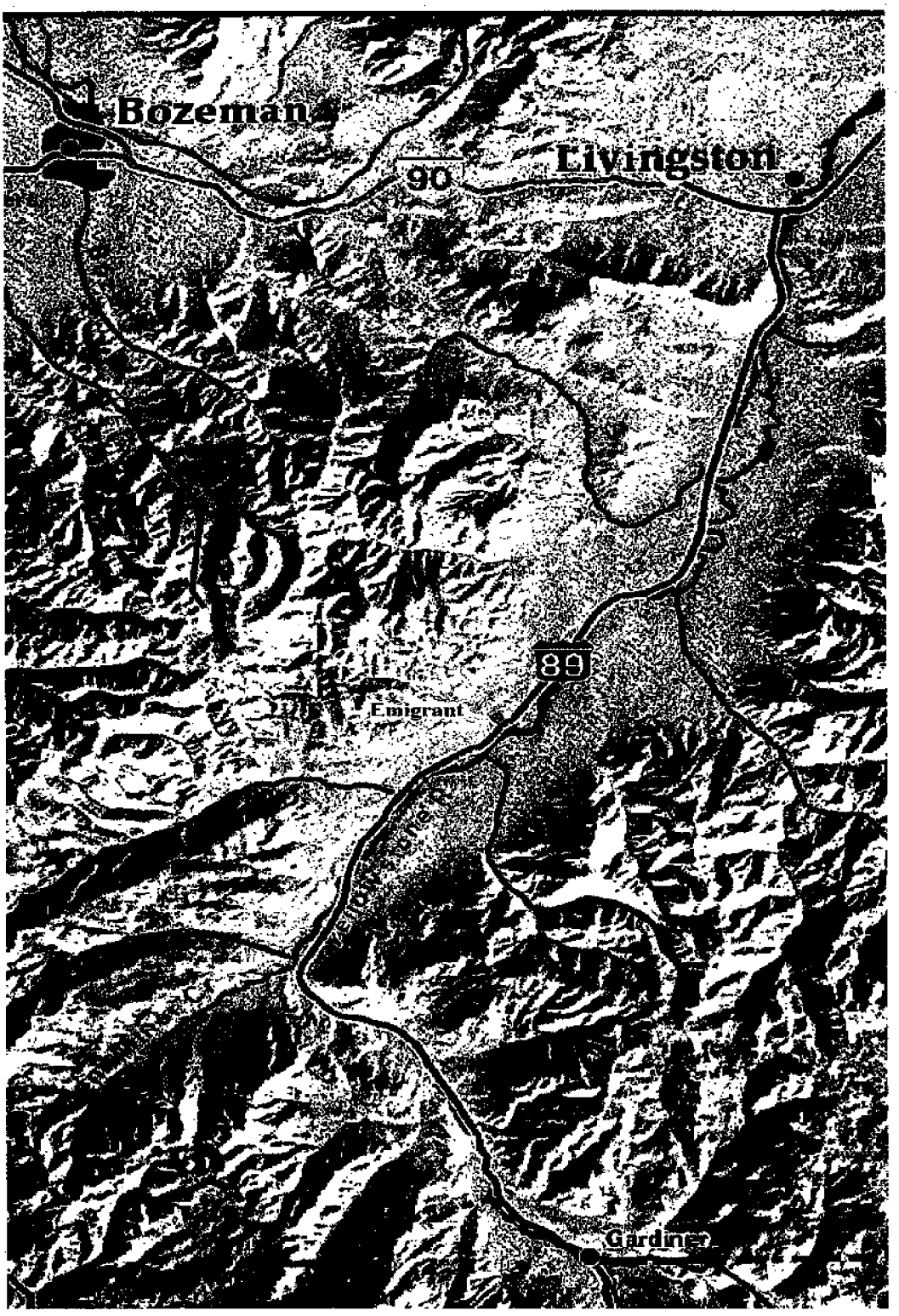
11-03-03 Draft
Printed 11/07/03
File: MasterPlan.110303editedRev2.doc

Map 1: Vicinity Map



1.0 General Area Information

1.1 Description of Location

The Community of Glastonbury is located in Paradise Valley and the foothills of the Rocky Mountains in the southern half of Park County in southwestern Montana. It is approximately 25 miles south of Livingston and 30 miles north of Yellowstone National Park. The famous Yellowstone River meanders through the center of the valley, providing a serene foreground to the dramatic backdrop of the Absaroka Range to the east and the Gallatin Range to the west.

As early as the 1820s, fur trappers came to trap beaver in what was then the country of the Shoshone and Crow. In the mid-1800s, when the area was trapped out, gold prospectors started arriving. The first groups of permanent settlers arrived in Park County to prospect for gold in the 1860s. When the mines in the mountains east of the Yellowstone River proved not as productive as hoped, many of the immigrants stayed to ranch and farm in the fertile valley. The timber industry developed to service the mines and the railroad and to build boats for river traffic.

The Northern Pacific Railroad ran a spur from Livingston down to Yellowstone National Park, finishing the line in 1902. The line ended its passenger service in 1948 due to the increasing use of automobiles to visit the park.

Agriculture and timber continue to be major sources of livelihood in Park County. The rest of the economic base is the railroad, light industry, dude ranches, the tourist trade (rafting, hunting and fishing) and community services. The only five-star dude ranch in Montana is located in Paradise Valley. Livingston is also an art center, with several galleries showing the work of internationally known artists. A new and growing segment of Park County's economy is telecommuting businesses.

The town of Emigrant has several restaurants and small stores, a gas station and car wash, a laundromat, a bank, a community meeting hall, a church and a post office. Fire protection is provided by the Paradise Valley Volunteer Fire Department, located one mile east of Emigrant. Police protection is provided by the Park County Sheriff's Department.

Glastonbury North offers the Thomas More Montessori Preschool, Thomas More Elementary School for grades 1- 6, and Henry Wadsworth Longfellow Academy, currently for grades 7 - 10. The closest public elementary school, Arrowhead, is located 10 miles north and east on East River Road. The nearest high school is in Livingston, which also has grade schools, a hospital, retail stores, restaurants, museums, a bus depot and motels. The town of Gardiner, with motels, stores, gas stations and restaurants, is located 30 miles south of Emigrant, at the north entrance of Yellowstone National Park. The nearest national airport, Gallatin Field, is located just west of Bozeman, approximately 60 miles northwest of Emigrant.

This area of Montana is a recreation paradise, world-famous for its trout fishing, big game hunting and wildlife viewing. The Yellowstone River offers diversified rafting experiences, from the rapids of Yankee Jim Canyon north of Gardiner to a sedate float through the center of the valley. The nearby Forest Service lands and Yellowstone National Park offer many opportunities for hiking, camping and cross-country skiing. Bridger Bowl in Bozeman and Big Sky Resort in

Big Sky are nearby downhill ski meccas. Historic Chico Hot Springs Resort, at the base of Emigrant Peak approximately 5 miles east of Emigrant, offers a nice soak in a hot pool and a swimming pool with warm water piped in from a natural hot spring. Also in the area are the Mountain Sky Guest Ranch and numerous bed and breakfast accommodations.

Glastonbury is divided into two communities, North and South. North Glastonbury has two entrances, one at Emigrant and the other half a mile north. The South Glastonbury entrance is 3 miles south of Emigrant, off Dry Creek Road.

1.2 Description of Glastonbury

The Glastonbury communities are two former cattle ranches about two miles apart, purchased in 1982 by Royal Teton Ltd. The communities are bordered on the west by National Forest lands and on the north and south by operating cattle ranches. Residents of Glastonbury should be aware that these ranches are free to pursue normal agricultural practices in their operations, which may affect neighboring Landowners. Royal Teton Ltd., the initial developer, subdivided the ranches into 20-acre or larger parcels, built gravel roads (some of which have since been paved) and installed underground power and telephone service.

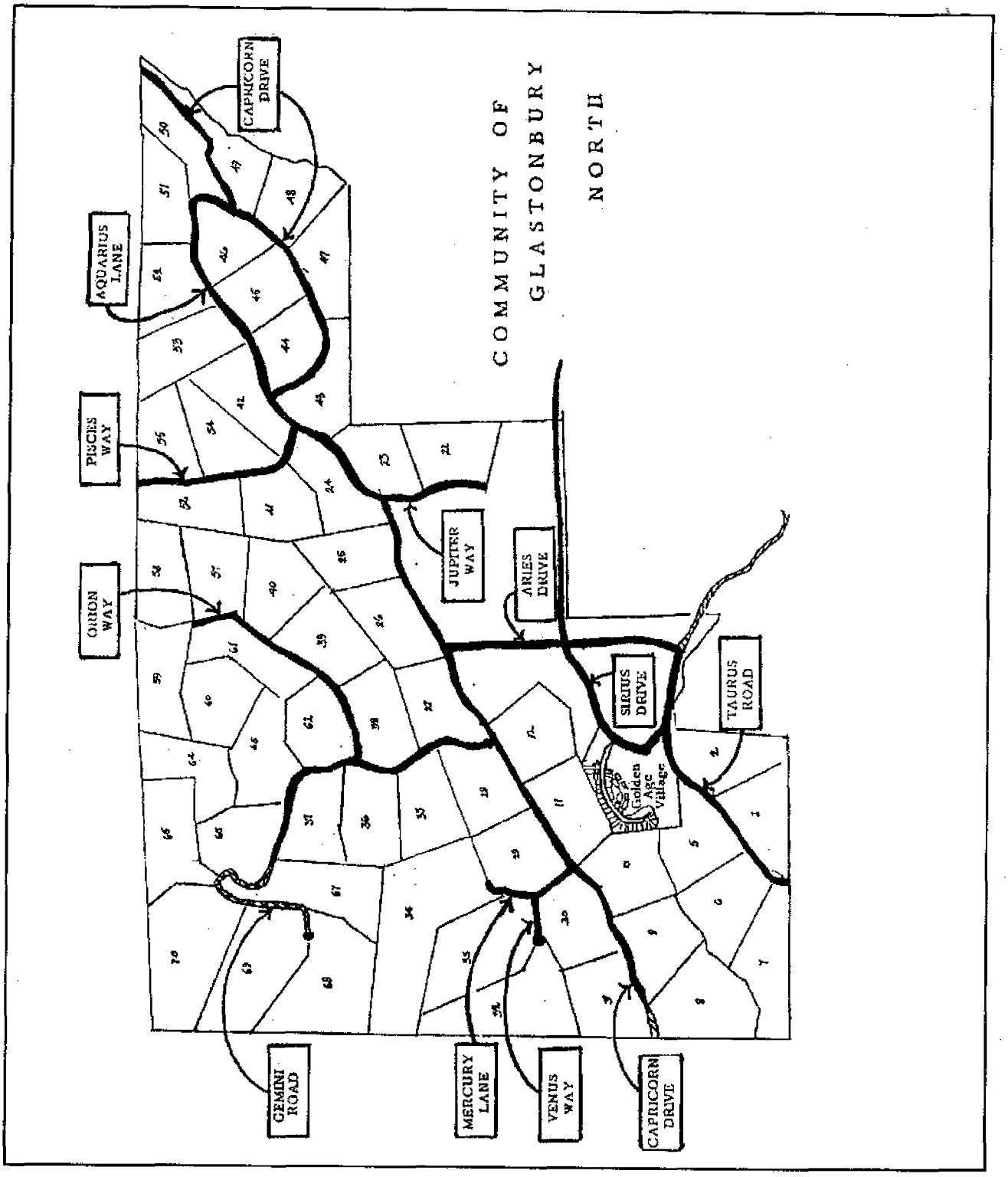
Most water in the communities is drawn from individual wells that vary in depth from 80 to over 400 feet.Wells in the higher elevations have generally been deeper than wells in the foothill and plateau areas. Sewage disposal is individual septic tanks and drainfields. In 1997 the property began phasing out of long-term leased land to that of fee simple ownership. The Glastonbury Landowners Association Inc. (GLA) was formed to take over the administration of Glastonbury from Royal Teton Ltd.

Glastonbury North, the former Fridley Creek Ranch, consists of 1,545 contiguous acres which were originally divided into 54 parcels as depicted in Certificate of Survey 615A. It extends from the 5,000-foot level near the valley floor up to the 6,000-foot elevation on its common border with the Gallatin National Forest. The general topography within the Community ranges from the relatively gentle sloping terrain of the valley to moderately rolling foothills to the canyons and steep hills of the rocky forested areas. The vegetation ranges from cropland and grass to grass and sagebrush fields in the lower elevations, to evergreen forests in the higher elevations. Fridley Creek runs through one side of the Community, along with numerous springs and drainages.

The plateau area of Glastonbury North sits well above and to the north of Emigrant and is shielded from U.S. Highway 89 by a rocky ridge. These plateau areas are generally wide open and feel the southwest winds the most. A small area of the plateau has a natural shelter belt created by Fridley Creek.

Glastonbury South, the former Dry Creek Ranch 3½ miles south of Emigrant, consists of 2,613 contiguous acres that were originally divided into 104 parcels as depicted in Certificate of Survey 616A. It extends from the 5,000-foot level near the valley floor up to the 6,700-foot elevation on its 2-mile common border with the Gallatin National Forest. The general topography

Map 2: Glastonbury North



within the Community ranges from the relatively gentle sloping terrain of the valley to moderately rolling foothills to the canyons and steep hills of the rocky alpine areas. The vegetation ranges from cropland and grass to grass and sagebrush fields in the lower elevations, to evergreen forests in the higher elevations. Dry Creek and Golmeyer Creeks traverse parts of the Community, along with numerous springs and drainages. Golmeyer Creek has a beautiful waterfall within sight of Hercules Road in the forested area.

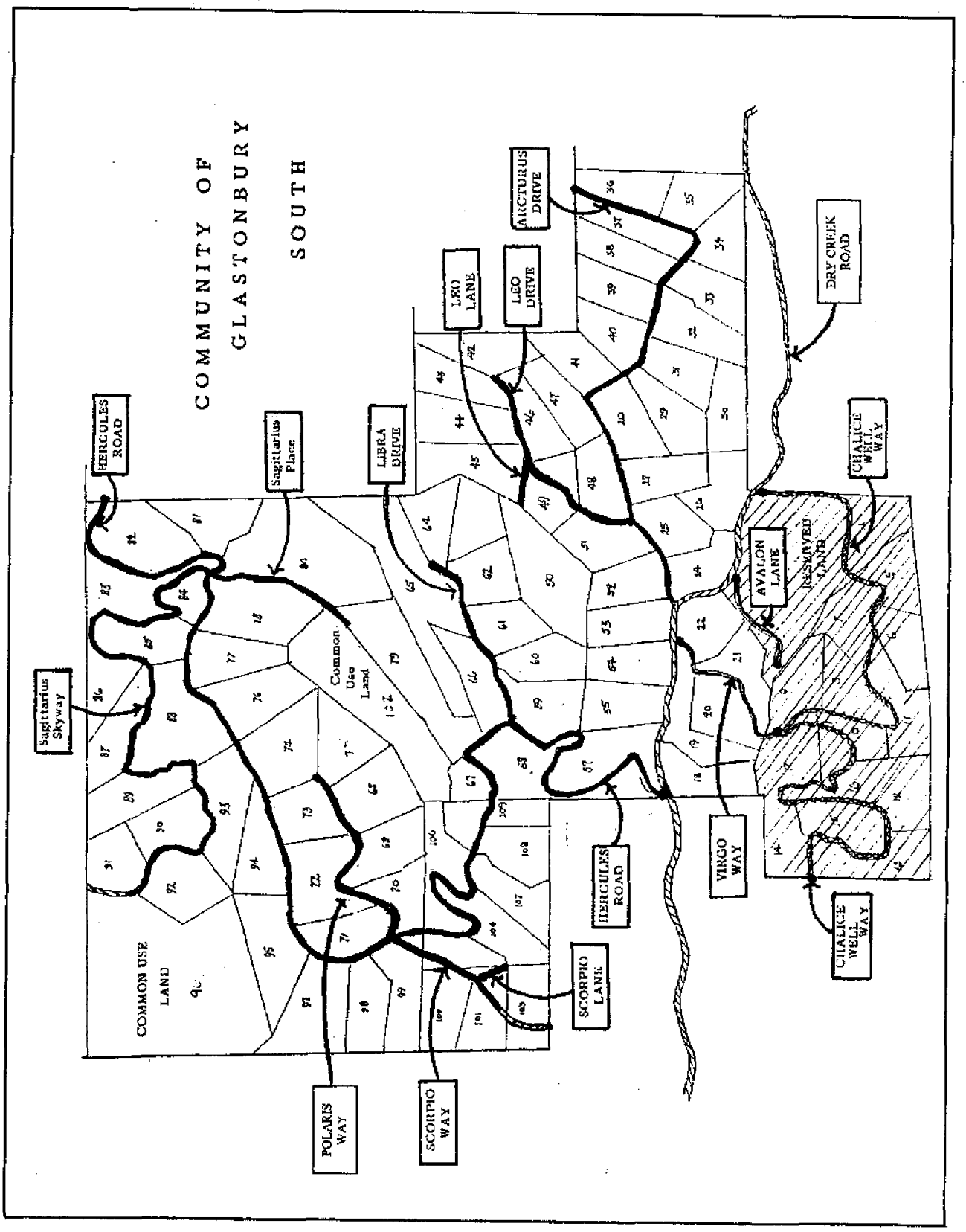
The plateau area of Glastonbury South begins at its entry off U.S. Highway 89. Much of this plateau area will remain agricultural and serve as a buffer between the highway and the developed parts of the Community. This plateau area has a natural shelter belt created by tall trees along Dry Creek to the south and a hilly area to the north.

The middle area of both Glastonbury North and South is moderate foothills with grass- and scrub-covered slopes ranging between 5 percent and 20 percent grade. This rolling landscape is pocketed with flatter hollows and sheltered areas. Many parcels have dramatic panoramic views of the Yellowstone River and the mountains ringing Paradise Valley. Most of the areas, even in the hollows, have views of 10,921-foot-high Emigrant Peak in the Absaroka Range to the east and 10,299-foot-high Hyalite Peak in the Gallatin Range to the west.

The higher elevations of Glastonbury North are partially forested and in Glastonbury South the higher elevations range from forested to alpine. Almost 40 percent of Glastonbury South is forested. This rugged landscape is characterized by fir, pine, aspen and juniper trees that fill the draws and hug the leeward sides of the hills. The forests are interrupted by grassy meadows, steep rocky ridges, canyons and rock outcroppings. The forested area receives more rain and snowfall than the foothill and plateau areas.

Glastonbury enjoys much of Montana's wildlife. Mule deer regularly traverse Glastonbury traveling from the forests to the hayfields near the Yellowstone River. The forested areas provide cover for occasional herds of elk and are home to chickadees, Clark's nutcrackers, pine siskins and other hardy birds; small mammals such as squirrels, raccoons, porcupines and ferrets; and occasionally larger mammals such as mountain lions or black bears. The grasslands are home to voles, cottontail rabbits, hares, skunks, grouse and hawks. The spring sees the yearly return of song sparrows, goldfinches, mountain bluebirds, meadowlarks and swallows. In the autumn, bald and golden eagles can frequently be seen hunting and fishing along the Yellowstone River.

Map 3: Glastonbury South



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2.0 Reserved

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3.0 Residential Area Design

3.1 General Comments

The development of the Residential Area was previously determined only by parcel maps, the Covenants of the Community of Glastonbury, and Standards adopted by the Glastonbury Project Review Committee (PRC). Many of these parcels have been purchased and developed. The Glastonbury Landowners Association (GLA) is responsible for enforcing the Covenants in effect prior to September 30, 1997, and Standards for building work done prior to June 16, 1997, along with the Restated Covenants for building projects seeking approval after September 30, 1997. The GLA is also responsible for enforcing the Land Use Master Plan.

Following the May 28, 1993, settlement with Park County, no new tenancy-in-common interests, except between immediate family members, are allowed in the Community of Glastonbury.

3.2 Single Detached Residential

Single residential buildings in Glastonbury have a wide latitude in their design. The height restriction is 30 feet above ground level of the predominant view of the building. Requests for variances to this restriction shall take into consideration how a building is situated in the landscape, the predominant view of the house, and the character of the neighborhood. For example, a house backing up to a mitigating natural feature, such as a hillside or tall trees, might conceivably be allowed to have a daylight basement, two stories and a third floor attic with dormer windows.

Single detached residences and their outbuildings are the only buildings allowed outside the Village Center area that do not need to meet the performance criteria listed in Section 3.3 that are not also listed in *Section 3.5, Residential Design Standards.*

The Covenants Section 5.07 and 5.08 govern the allowance for cottage industries and light industrial. The Covenants Section 4 governs agricultural land use.

Single-family residences with an apartment are allowed in the single residential area. Bed and breakfast facilities will be considered under the Multiple-Family Residential criteria for duplexes listed in Section 3.3.

Maximum residential development for an unsubdivided parcel is limited to one single-family residence and one additional single or duplex residence, both owned by the parcel owner. Maximum residential development for a subdivided parcel is limited to one single family residence and one guest house, both owned by the parcel owner. A formal subdivision, prepared and approved in accordance with the applicable regulations of the Community of Glastonbury, Park County and the Montana Department of Environmental Quality (DEQ), must be completed by a parcel owner in order to increase residential density to the values shown in *Section 4.6, Schedules of Residential Topographical Areas and Density.*

3.3 Multiple-Family Residential

An application for multiple-family residence in Glastonbury outside the Village Center will be considered by the PRC to determine if the project meets the performance criteria listed in this

Section. Large projects in areas outside the Village Center will be reviewed in a public hearing. The GLA will mail notice of the hearing to neighboring Landowners within 300 feet of any boundary of the applicant parcel and post notices in prominent areas at least 15 days prior to the meeting.

The following subsections present the criteria and considerations that a development must meet for duplexes, triplexes, quadplexes, large multiple-family residential, condominiums and apartments outside the Village Center. Refer also to *Community Standards: Section 2.0, Subdivision Standards* and surrounding land use considerations.

3.3.1 Duplexes

1. Access; parking facilities
2. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
3. Class A roof material

3.3.2 Triplexes and Quadplexes

1. Access; impact on road usage, community services and nearby properties
2. Adequate parking facilities with a setback of 35 feet from the Community road easement
3. Consideration of nearby neighbors and minimal visual impact on surrounding land use
4. Building designed to look like a house
5. Landscaping provisions
6. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
7. Class A roof material
8. Setback requirements:
   - 75 feet in the front or from any Community road easement
   - 50 feet on the side and at the back from any parcel, tract or lot boundary
9. Ability to meet necessary water and septic system requirements
10. The number of units may not exceed the density for the topographical area without support of affected neighbors.

3.3.3 Large Multiple-Family Residential, Condominiums and Apartments

1. Access; impact on road usage, community services and nearby properties
2. Adequate parking facilities with a setback of 35 feet from the Community road easement
3. Building designed to look like a house
4. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
5. Class A roof material
6. Water reservoirs (if not already available) and landscaping for fire protection
7. Landscaping provisions, including:
   - Usage of tree- and/or brush-covered berms if within 150 feet of neighbor's building
   - Mitigation of view of all buildings in the project from any given location by building placement or tree- and/or bush-covered berms
   - Minimum landscape buffer of berms, trees and/or the building itself to mitigate view of parking from the Community road
   - Minimum landscape buffer 1.5 times the square footage of the footprint of the building developed and maintained around the building
8. Copy of project's homeowners association Articles of Incorporation or Association, covenants or similar agreement showing specific provisions to assess homeowners for

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maintenance, and showing responsibility of homeowners association to maintain building exterior in like-new condition

9. Building setback requirements: 75 feet in front or from any Community road easement; 50 feet on the side and back from any parcel, tract or lot boundary
10. Ability to meet Montana DEQ water and septic system requirements. Central potable water supply and sewage treatment will allow more density in the project.

3.4 Mobile Homes

3.4.1 General Standards

Prior to June 16, 1997, mobile homes were allowed in the Residential Area under certain conditions. With the adoption of the Master Plan, no mobile homes older than 10 years will be allowed to be placed in the Community of Glastonbury. Only mobile homes with a minimum width of 28 feet and in good condition, adhering to the Mobile Home Standards listed in Community Standards, Section 1.2-A, C, D and E may be brought into the Community of Glastonbury, except as listed in Section 3.4.3 below. In order to assist the owners of existing mobile homes, sketches are provided showing how to bring the mobile homes up to standard. Refer to *Community Standards, Section 1.0 Mobile Homes Standards,* for requirements for mobile homes in the Community.

Park County regulations pertaining to the installation of mobile homes provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision. Under this regulation the definition of a mobile home does not include a modular or factory-built building.

3.4.2 Travel Trailers

Travel trailers are not allowed in the Community of Glastonbury as residential units.

3.4.3 Single-Wide Mobile Homes

A single-wide mobile home currently on a parcel may be replaced by a mobile home with a minimum width of 28 feet that adheres to all other requirements of *Community Standards, Section 1.0 Mobile Home Standards*. Variances may be applied for if the replacment mobile home is a substantial improvement from the original.

3.5 Residential Design Standards

The following design standards are provided to establish a standard for future neighborhood development, while allowing for creativity and innovation in architecture. These are the standards that the GLA and the PRC use to review proposed projects. All structures built before the adoption of this Master Plan are governed by the standards established by the original developer and used by the original Glastonbury Project Review Committee.

Variances: The PRC is authorized by the GLA to consider variances to these standards. The PRC shall not unreasonably deny a variance if it meets architectural design standards acceptable to the PRC and/or proposes mitigating steps that allow for fulfilling the spirit of the design requirements. Variances may be granted where the PRC believes it is necessary and appropriate and where such variance will not be injurious to the rest of the Community. Significant variances

will be reviewed by the PRC at a public meeting. Neighboring Landowners will be given a minimum of two weeks' notice of such meeting.

Project Review: Before any on-site construction may commence, review and approval of all projects within the Community of Glastonbury is required by the PRC for the GLA Board of Directors per Section 6.01 of the Covenants. No building materials or structures may be placed on any site, nor shall building work commence, until written approval is received from the PRC. For more details, see Section 4. Submittals for PRC review must be complete as described in the project application form before a final decision can be rendered.

New applications for building projects will be reviewed by the GLA within 4 weeks of receipt of the application to determine compliance with the applicable standards and performance criteria in Section 3. Major construction projects will be reviewed in a public hearing. Notice of the hearing will be mailed to affected neighboring Landowners and notices posted in prominent areas at least 15 days before the meeting.

After the Landowner's submission of all required materials, the PRC will give the applicant a written response which may include the following:

A) Preliminary approval to start construction, subject only to final review upon completion;
B) Preliminary approval subject to conditions and final review;
C) Recommendations for changing or improving the plans to meet standards;
D) Tabling the application pending resolution of issues or submittal of additional information; or
E) Disapproval based upon failure to meet minimum standards, inconsistency with the Covenants or a finding of an inappropriate multiple-family residential building project.

Codes: Refer to Section 4.8.

Building Placement: The placement of buildings shall be responsive to the existing features of terrain, drainage patterns and nearby residences. It is recommended that views, sun and wind exposure be taken into account also. Generally, buildings shall be set back from the ridges and hilltops so that the building is not the predominant feature of the landscape.

Electric and Telephone Service: All electric and telephone cabling shall be buried as per Section 6.03 of the Covenants.

Institutional Activity: Institutional and quasi-public activities, improvements and structures, such as high schools, churches, hospitals, museums, libraries, fire stations, community centers and public service structures shall be allowed only in the Village Center area. Businesses such as properly licensed day-care centers, small preschool or grade schools, and professional services are governed by the Covenants Sections 5.07 and 5.08.

Shelters: Owners of partially completed shelters must correct any hazardous or unsightly conditions and uncompleted site restoration and landscaping resulting from any unfinished work. This work includes, but is not limited to, open excavations, steep embankments, ungraded excavated material, metal debris and poorly sealed openings to underground chambers. A plan

with a realistic construction implementation schedule correcting such hazards must be submitted to the GLA within one year after approval of this Master Plan. The plan must address all uncompleted exterior work and will be subject to on-site inspection by the PRC. The plan will be approved by the PRC within 90 days of receipt of a complete and acceptable plan. A shelter will have up to one year from the approval date to complete all work described in the approval implementation plan.

3.6 Residential Design Recommendations

Landscaping: Overall landscaping is recommended to blend with or enhance the existing natural landscape. Use of plants that survive well in the cold and dry Rocky Mountain zone reduces necessary watering and enhances the natural setting. Landscape elements can be used to maintain the open atmosphere, add necessary windbreaks or soften the impact of buildings, driveways and parking areas. Deer-proof plantings such as spruce and wild flowers are also recommended near buildings. Refer to *Community Standards, Section 4*.

Orientation: It is recommended that residences be placed in a planned unit development that retains maximum open spaces and natural features. This design utilizes natural features of the parcel to create greenways and park-like settings for neighborhoods. In addition, solar exposure and prevailing wind direction should be considered.

Roof Overhangs: Roof overhangs are recommended to be a minimum of 2 feet measured in the horizontal direction in areas of pedestrian traffic.

Building Extensions: Extensions of the main building, in the form of balconies, decks or covered walkways to detached buildings, are encouraged. These design elements provide visual interest and add appreciable protection from wind and inclement weather.

Liquid Propane (LP) Gas Tanks: It is recommended that LP gas tanks be screened from view by landscaping, fencing or some other creative manner that does not cause deterioration or have the potential to trap gas and cause an explosion hazard. Underground tanks made especially for burial shall be installed according to manufacturer's recommendations, including cathodic protection and cathodic test station.

Metering Devices and Transformers: Outdoor metering devices, transformers and utility apparatus are recommended to be concealed from the view of public spaces or neighboring properties.

Driveways and Parking: Driveways and parking areas are recommended to be concrete, asphalt or gravel.

Nuisances and Eyesores: All storage containers, unused vehicles, abandoned travel trailers and inactive excavations in open view of the platted roads or other parcels shall be considered a nuisance and an eyesore under Section 5.05 of the Covenants.

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4.0 Description of Residential Topographical Areas and Density

4.1 Overview

The topographical areas and density schedules flow from the topography and location of individual parcels. A parcel's capacity for development is also determined by access, road snow removal, fire protection, visual impact and surrounding land use. The *4.6 Schedule of Residential Topographical Areas and Density* creates a framework whereby the Landowners gain a level of stability in knowing what to expect in the growth of the neighborhood. Orderly growth promotes beauty and harmony. The overall effect is to preserve the rural residential character of neighborhoods, while encouraging sound and creative growth. By allowing various densities of development in the Residential Areas, the Master Plan allows a wide variety of residential development that can respond to individual and market demands.

Generally, the building density is scheduled for single-family residences, with the highest density set at 1 dwelling unit per 2 acres, which would allow 10 units on an original 20-acre parcel. A cluster development allows for a slightly higher density by building the dwelling units closer together and using a central public potable water system and a public wastewater system. This promotes a greater retention of open space and helps to preserve the rural atmosphere of Glastonbury. The limit of five houses per original parcel, which has been the de facto development density of Glastonbury, was because a maximum of five tracts were allowed under the State's minor subdivision classification.

4.2 Single-Family Residence Variance

Properties within the topographically defined areas of Glastonbury are unique and may utilize a higher building density than is denoted in the *4.6 Schedule of Residential Topographical Areas and Density*. The PRC, after taking into consideration input from neighboring Landowners, shall not unreasonably deny variances for lot sizes smaller than minimum sizes or for additional single-family residences if the new building sites meet acceptable water and septic system requirements set forth by the Montana DEQ or its successor, have minimal impact on Community roads, and are not visible from a Community road. Variances for building sites in view of Community roads will be considered during a meeting that is noticed to the affected neighboring Landowners.

4.3 Minimum Size of Subdivided Tract or Lot

The minimum size for a subdivided tract or lot within any of the denoted Topographical Areas shall be as noted in *4.6 Schedule of Residential Topographical Areas and Density*. The criterion for accepting a subdivided piece of land at the minimum lot size is that the nearby tracts or lots subdivided from the original parcel are larger than the minimum average acreage described in *4.6 Schedule of Residential Topographical Areas and Density*, or that the proposed tract or lot meets the criteria listed in 4.2 or is in a cluster housing development.

4.4 Major Density Changes

To allow for changes in the Community, major changes to the density schedule may be initiated by Landowners of a neighborhood by applying to the GLA. A neighborhood may be defined as anything larger than three contiguous original parcels. A public meeting will be held on the change and the proposal will be brought before the Landowners by the GLA for a vote in

the same manner as the Master Plan's original adoption per Section 2.06 of the Covenants. Variances for multi-family building projects in a single-family residential area are covered in Section 3.4.

The categories used in the Residential Topographical Areas and Density Schedule are as follows:

A. Lower Plateau Area: This is the relatively flat benchland in the lower elevation with easy access and low to medium visual impact. Only a few parcels in the Lower Plateau area of Glastonbury South are visible from the highway, thus screening most of the developments.

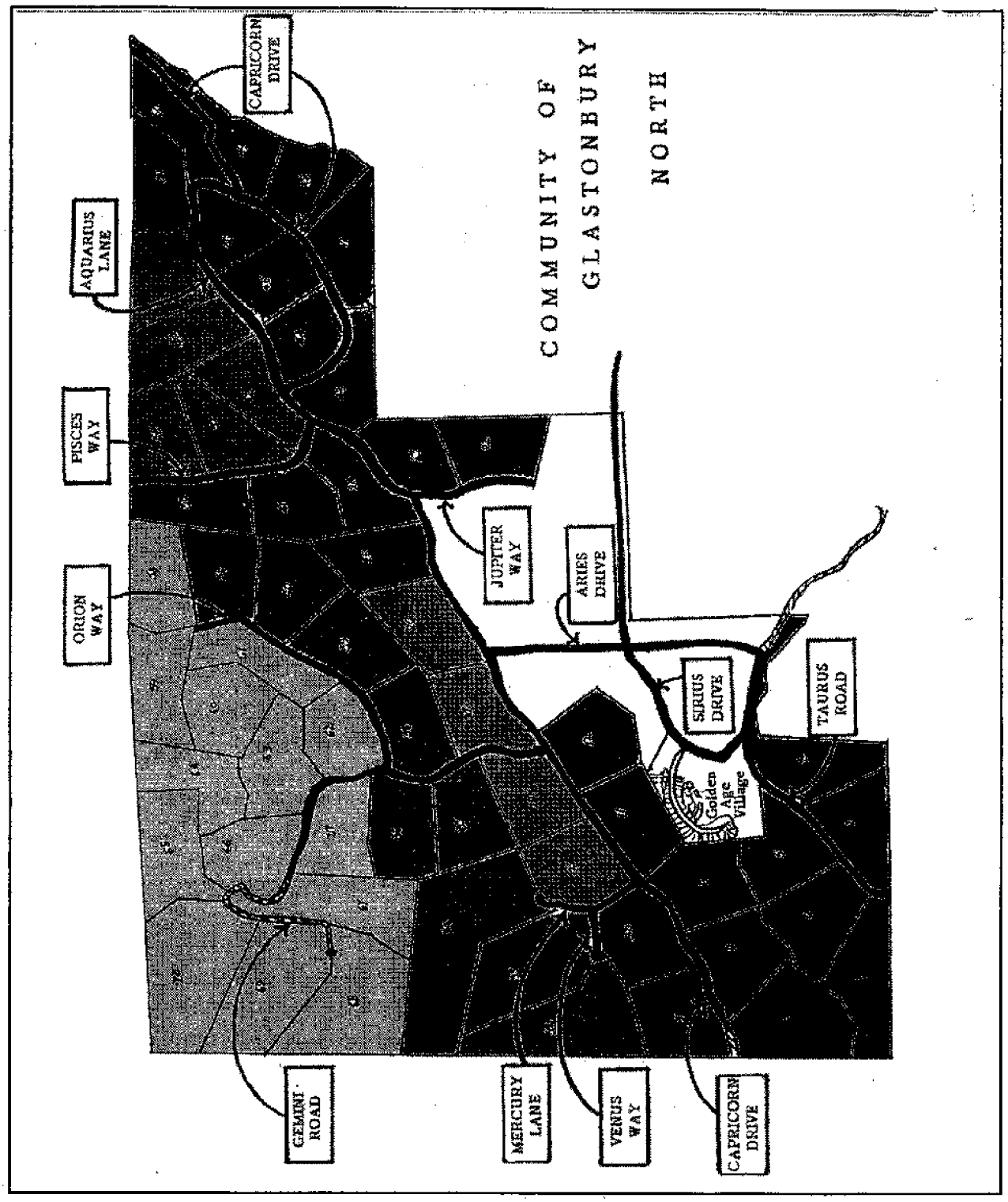
B. Lower Hilly Area: This area is hilly with medium access.

C. Middle Hilly Area: In this area, access is medium to poor and snow removal is more difficult. On some parcels in this area and the Upper Hilly Area, the visual impact is high if the building site is on the hillside with an unimpeded view of the highway.

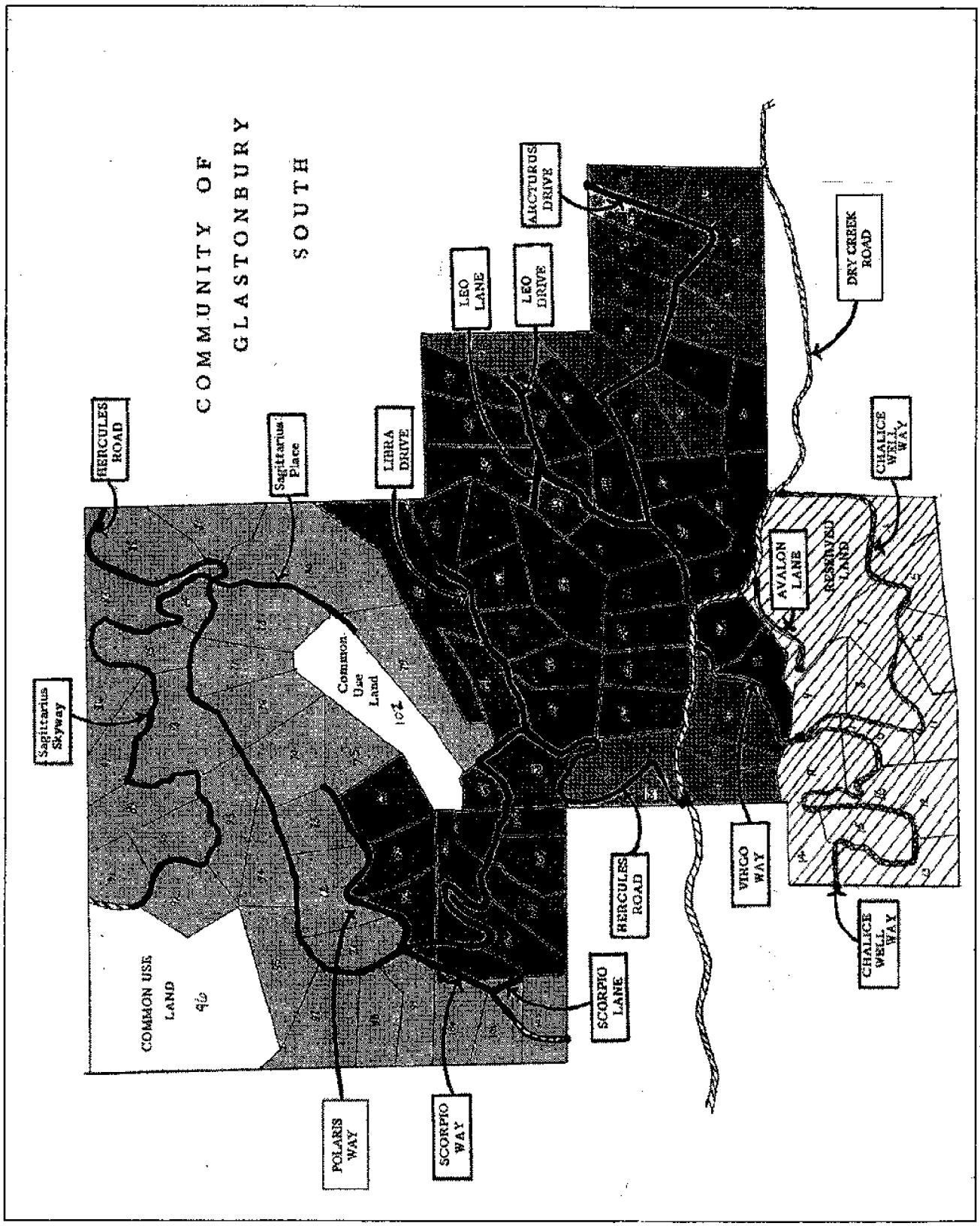
D. Upper Hilly Area: These are limited development areas because of difficult access, steep slopes and challenging terrain. This area is a mix of forest and meadows.

E. Alpine-Forested Area: Development is very limited in this area due to poor access; steep slopes, rock outcroppings and narrow canyons; high fire danger and limited fire protection; and limited snow removal, which could limit winter access.

Map 4: Residential Topographical Areas and Density – North



Map 5: Residential Topographical Areas and Density – South



lots a 20 acre parcel can be subdivide
Put max # ~~dwelling~~ units on ea. parcel

4.5 Residential Topographical Areas and Density Schedule

Topographical Description and Parcel Numbers	Minimum Avg. Acres per Tract/Lot[1]	Minimum Acres per Tract/Lot[1]	Maximum Height	Setbacks		
				Front	Sides	Rear
Lower Plateau Area **North**: 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 22, 23, 24, 25, 30, 31, 41, 43, 44, 45, 46, 47, 48, 49, 50, 51, 56 **South**: 20, 23, 28, 29, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	2.85	2	30 ft	25 ft	25 ft	25 ft
Lower Hilly Area **North**: 26, 27, 28, 29, 42, 52, 53, 54, 55 **South**: 21, 22, 24, 25, 26, 27, 30, 31	3.3	2	30 ft	25 ft	25 ft	25 ft
Middle Hilly Area **North**: 32, 33, 34, 35, 36, 38, 39, 40, 57 **South**: 18, 19, 42, 56, 57	4.0	2	30 ft	25 ft	25 ft	25 ft
Upper Hilly Area **North**: 37, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70 **South**: 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 104, 105, 106, 107, 108, 109	5.0	4	30 ft	25 ft	25 ft	25 ft
Alpine-Forested Area **South**: 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 97, 98, 99, 100, 101, 103	10.0[2]	10.0[2]	30 ft	25 ft	25 ft	25 ft
Common Use Land **North**: Tract 1 of COS 1173 **South**: 96, 102	None	N/A	N/A	N/A	N/A	
Golden Age Village Parcels: North Lots 1-49 on portions of 3, 4	N/A	N/A	1 story	15 ft	5 ft	5 ft

1. For all parcels not in tenancy-in-common before May 28, 1993, a formal subdivision, prepared and approved in accordance with applicable regulations of the Community of Glastonbury, Park County and Montana Department of Environmental Quality, must be completed to increase original parcel residential density to more than two residences owned by the parcel owner.

The "minimum average acres per tract/lot" is the maximum average density of development for any given parcel as defined by COS 615A, 616A, 883, 981 and 1173. Individual tracts in the subdivision of a parcel may be smaller, so long as the overall maximum density of the original parcel is maintained. No tract/lot can be less than one acre (except for a tract containing only one emergency fallout shelter).

2. Due to rugged terrain and limited road access, the minimum tract size shall be 10 acres. Tenancies-in-common created before May 28, 1993, may be subdivided to a maximum number and size of tracts determined by the number and percentage of ownership interests of the tenancy-in-common. Immediate family members will be considered one interest. Further subdivisions above the Scorpio-Polaris intersection may not be allowed by Park County due to the narrow width of Community roads.

Note: Min average acre per lot is governing criteria

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5.0 Administration

5.1 Governing Documents

In addition to this Glastonbury Land Use Master Plan, all Landowners and prospective Landowners are responsible for being familiar with the Restated Declaration of Covenants, herein referred to as the "Covenants," the Bylaws and the Articles of Incorporation of the Glastonbury Landowners Association. These legal documents are available upon written request addressed to the GLA: Legal Forms, P.O. Box 312, Emigrant, MT 59027. The GLA expects Landowners to take responsibility for making their renters or guests aware of and abide by the Covenants.

Upon the Master Plan's adoption, changes to the Master Plan will be in accordance with Section 2.06 of the Covenants of the Community of Glastonbury. Any variances in the Master Plan must be in accordance with Section 12.01 of the Covenants.

5.2 Definition of Terms

Except as may be modified or substituted below, all definitions included in the Restated Declaration of Covenants for the Community of Glastonbury are incorporated in the Master Plan by reference. For the purposes of the application, administration and enforcement of the policies and standards of the Master Plan, important terms are defined as follows:

Lot. Any newly created subdivision of land from a subsequent subdivision of any Tract which was subdivided from an Original Parcel in the Community of Glastonbury.

Mobile Home. A factory-assembled structure or combination of structures, equipped with necessary service connections and made so as to be readily movable as a unit or units and on its (their) own running gear and designed, used and installed as a dwelling unit without a permanent foundation. All mobile homes constructed after June 15, 1976, are required to have a red HUD sticker on the structure (Park County Subdivision Reg., June 1993). A mobile home does not include a modular or factory-built building.

Mobile Home Park. A tract of land providing two (2) or more mobile home lots for lease or rent to the general public (Park County Subdivision Reg., June 1993).

Modular or Factory-Built Building. A factory-assembled structure or structures equipped with the necessary service connections, but not made to be readily movable as a unit or units and designed to be used with a permanent foundation. "Factory-built building" does not include manufactured housing constructed after June 15, 1976, under the HUD National Mobile Home Construction and Safety Act of 1974 (Park County Subdivision Reg., June 1993). Modular or factory-built buildings also include those units constructed or approved in accordance with the Uniform Building Code as adopted in Montana (Sec. 50-60-402, MCA).

Original Parcel. Any parcel that was included in any of the original or revised Certificates of Survey establishing the parcels or realigning the boundaries between parcels in the Community

of Glastonbury, including, but not limited to COS 615A, 616A, 883, 884, 892, 895, 981 and 1123 and the Golden Age Village at Glastonbury North mobile home park plat.

Project Approval Process. It is the responsibility of the Landowner to obtain written approval from the PRC prior to storing any building materials or structures on any Glastonbury property or beginning any construction of any type in the Glastonbury Community. The first step in the project approval process is to request the application forms. Landowners may obtain these forms by writing to GLA Project Review Forms, P.O. Box 312, Emigrant, MT 59027 or by obtaining Architectural Review forms from the GLA web site at www.mt-gla.org.

The completed application is sent to the GLA Secretary. The Glastonbury Project Review Committee reviews the application and either approves or denies it as set forth in Section 3.5.

Tract. Any newly created subdivision of land from the first subdivision of an Original Parcel in the Community of Glastonbury.

Village Center. That area of land comprising some of the Original Parcels of Glastonbury and other land marked "Reserved Land" on the Community of Glastonbury maps, which were held aside for later higher density residential building and commercial development. Part of the property known as the Lindorfer property next to Glastonbury South is also envisioned as part of the Village Center. This area may be expanded in the future by amending the Master Plan as provided for in the Covenants.

5.3 Master Plan and Project Review Committee

The Master Plan will be reviewed by the GLA within five years to ensure that its objectives, policies and implementation procedures continue to serve the Community's interests. Any needed adjustments to adequately relate to current demographic and market conditions will be brought before the Landowners by the GLA for a vote in the same manner as the Master Plan's original adoption per Section 2.06 of the Covenants.

The GLA has delegated the responsibility for managing the approval process for any building projects or subdivision activities in the Community to the Glastonbury Project Review Committee (PRC). The GLA is responsible for all project approvals.

5.4 Project Fees

A non-refundable project fee shall be charged by the Glastonbury Landowners Association to cover research costs per building for the processing of any type of building application other than single-family residential, such as commercial or multiple-family residential, within any area included in the Covenants. A schedule of fees dependent on the size and complexity of the project shall be set by the GLA Board and published.

5.5 Subdivision Approval Process

It is the responsibility of the Landowner to obtain written approval of the PRC for any subdivision in Glastonbury prior to receiving preliminary or final approval from Park County. The PRC shall give such approval only when the parcel's Landowner(s) have taken care of all outstanding matters from previous PRC decisions. Landowners may obtain the necessary forms

by writing to GLA Project Review Forms, P.O. Box 312, Emigrant, MT 59027 or by obtaining Architectural Review forms from the GLA web site at www.mt-gla.org. Refer to *Community Standards, Section 2.0: Subdivision Standards.*

5.6 Codes

All applicable State and County building, electrical, plumbing, mechanical, energy and sanitary codes and regulations must be adhered to for all structures. These may include but are not limited to:

Uniform Building Code	National Electrical Code	Uniform Plumbing Code
Uniform Mechanical Code	Uniform Fire Code	Life Safety Code
State of Montana Energy Conservation Standards		Septic Tank Standards

5.7 Disclaimer

Neither the Glastonbury Landowners Association nor the Project Review Committee, their officers or members are responsible for the design, structural safety, engineering or legality of any proposed or approved building project, structure or proposed subdivision, nor will the project approval be considered as an assumption of such responsibility. The GLA, its members, committees or subcommittees shall not be liable to any Landowner, contractor, developer or any other person for any damage, loss or prejudice suffered or claimed on account of: the approval, correction, amendment or change of any plans, drawings and specifications, whether or not defective; the rejection of any plans, drawings and specifications found not in conformance with the Covenants or Master Plan; the construction or performance of any work, whether or not following plans, drawings or specifications approved by the GLA; the manner of any development of any land in Glastonbury.

It is the Landowner's responsibility to comply with all obligations under the Covenants, the Master Plan and all applicable County, State and Federal laws and codes.

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 1, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:17 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.

PRESENT: David Tonkin (President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: James Kozlik (Vice-President)

PROXIES: James Kozlik to Janet Naclerio

ALSO ATTENDING: Denise Orr (GLA secretary); Marian Barker (Landowner)

2. Reading and Disposition of the Minutes General Business

February 2, 2004 Meeting Minutes

MOTION: Charlotte motioned and Pamela seconded to approve the February 2, 2004 meeting minutes as amended. Motion carried.

3. General Business

3.1 New Business

David reviewed the agenda and new additions to it.

3.2 2004 Proposed Budget.

The Board reviewed the categories and amounts listed on the proposed budget and agreed to the following: (1) Increase the Web Site budget to $1,200 to handle Web site maintenance; and (2) Eliminate the Manager category, transfer its budget to the Misc. Professional fees category and add to it to cover fees for managerial type work and other professional services; and (3) Insert an additional column into the budget to cover the amounts required for each budgeted item.

3.2.1 A further discussion on the budget included: (1) The expense of snowplowing & road repair is very high. David will research the difference in fees for Archie Mann and other contractors; (2) Steps should be taken to increase the GLA's income in order to handle its expenses. The Board agreed assessments should be increased in 2005. Philip suggested that fundraising events could be held in order to raise money; (3) The Covenants give the GLA Board the authority to raise assessments based on certain criteria that David will research; and (4) Budget information will be presented to landowners at the March 20th meeting informing them of the current financial status of the GLA.

3.3 Replacement of Director

David reported that Kristen Hardesty submitted her resignation as a Board trustee last month due to conflicts in time with her work and family schedule. The Covenants state that the Board has the option to replace her or not replace her. The Board agreed to give some thought as to what they would like to do and will discuss this issue at the next meeting.

File: MtgMins 03 01 04 Final.doc
Draft(s): 03 07 04, 3 14 04-Final
Approved: 04 05 04

3.4 New Cleanup Committee Chair. Tabled.

3.5 Rabies shots for dogs.
David reported that rabies shots are regulated by the city, not by the county government. The Board discussed reasons why pets owned by GLA landowners should be required to have current rabies shots.

MOTION: Philip motioned and JT seconded his motion to require all dogs and cats owned by GLA landowners to have up-to-date rabies shots and to renew these shots periodically, as needed.

AMENDMENT: Orlando motioned and Charlotte Mizzi seconded to add to the above motion: If a dog or cat is found without a tag or proof of rabies shot, the owner will be fined $50.00. Amendment carried with one abstention.

The above Motion with the Amendment carried.

3.6 GLA Sign (SG). David reported that Cynthia Blocker is requesting the GLA to remove the Glastonbury sign posted on her property. The Board discussed potential sites where the sign could be re-posted. David will review further sites and present a list to the Board at the next meeting.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia distributed "Savings Account Balance History 02/01/04," "February 2004 Bank Transactions," GLA Balance Sheet as of January 31, 2004" and "GLA Income & Expense Budget Overview/January 2004."

4.2 Old Business

ACTION ITEM – Add Subdivision waiver to Architectural Application form. **Done.**
ACTION ITEM – Send waiver notice to NGTC. **Done.**

4.3 New Business

4.3.1 Review Invoices. Cynthia requested that Board members list specific information on invoices submitted to her.

4.3.2 Lot 84/SG /Marlene LaShomb Assessments: Cynthia distributed and reviewed an informational page concerning the complexities and ambiguities surrounding a lien placed on Marlene LaShomb's property and Cynthia's proposal to waive the interest and penalties owed on the property (see attached).

MOTION: Cynthia motioned and JT seconded to approve waiving interest and penalties in the amount of $689.00 on Lot 84/SG if Marlene pays the $720.00 delinquent dwelling assessments. Motion carried.

File: MtgMins 03 01 04 Final.doc
Draft(s); 03 07 04, 3 14 04-Final
Approved: 04 05 04

4.4 Architecture Subcommittee Report James Kozlik & Pamela May, Co-Chair

4.4.1 Old Business

ACTION ITEM – Status of Gelderloos shop construction. **Tabled.**

ACTION ITEM – Incorporating new time limit policies into project application. **Done - draft given to David.**

ACTION ITEM – Twin Pillars safety hazard. David reported that he would be consulting our attorney to determine the appropriate action to take concerning this issue and will send a letter to Twin Pillars reflecting our attorney's advice.

ACTION ITEM – Send response to sign application from Kathleen Rakela. **Done.**

ACTION ITEM – Send approval notice to Allen. **Done.**

ACTION ITEM – Talk to attorney regarding subdivisions. Tabled.

ACTION ITEM – Review of Kathleen Rakela's updated sign application. The Board reviewed Kathleen's updated application that included a colored rendition of her proposed sign and the materials to be used in its construction. Pamela reported that the Sheriff's Department informed her that the statute of limitation on the arresting and conviction of the vandalism done to Kathleen's statues would be one year from the date Kathleen reported the complaint regarding the vandalism. The Sheriff's office further confirmed that Kathleen reported the vandalism on January 14, 2003 and that the statues of limitation on the arresting and conviction of that crime ran out on January 14, 2004. The Board agreed that the GLA would not approve Kathleen's sign application based on the above information. They also agreed that the GLA should obtain a written statement from the Sheriff's office confirming this information and that it should be included in a letter to Kathleen.
MOTION: Pamela motioned and Cynthia seconded to disapprove Kathleen Rakela's sign based on the Park County Sheriff's statements that the statute of limitation expired on January 14, 2004 for the arresting and prosecution of the vandalism of Kathleen's statues. Motion carried.

4.4.2 New Business

4.4.2.1 Lot 97/98 (SG) Kathleen Ramp/ Subdivision & logging applications.
MOTION: Orlando motioned and Charlotte seconded to approve Kathleen's applications contingent on the following conditions: (1) The road must be resurfaced with gravel and completed according to road standards within (amount of time ?) and; (2) The debris on the creek bottom plus the blasted trees

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and rocks must be cleaned up and the area restored to its original condition. Motion carried with one abstention.

4.4.2.2 Lot 37-1B (SG) Pamela May/Greenhouse application.
MOTION: Charlotte motioned and Edwin seconded to approve Pamela May's greenhouse application. Motion carried with one abstention from Pamela.

4.4.2.3 Lot 10-D (SG) Dhieux Bray/Greenhouse application.
MOTION: Edwin motioned and Philip seconded to approve the Dhieux Bray greenhouse application. Motion carried.

4.4.2.4 Development of Charges and Fees. David reported that the Architectural Review Committee met and is proposing that a $25 fee be attached to each project application. David requested that Orlando oversee a committee to propose a schedule of GLA charges and collection fees.

4.5 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.5.1 Old Business

ACTION ITEM – Paving roads: Raising assessments for paving roads and paying a manager survey. David reported the results of the Landowner's response to the February 6th and 12th mailing surveys. As of 3/1/04, 109 ballots were received representing 133 votes. The percentages on the survey options were as follows: (David: Please fill in the percentages)

Paving Options

Option 1	17% in favor
Option 2	7% in favor
Option 3	3% in favor
Option 4, Sealing Only	17% in favor
No Increase in Assessments	47% in favor

Manager Options

28 % - in favor – 58% not in favor

Interested in Paving Own Driveway

[I don't have #]

4.5.2 New Business

As a follow-up to the paving survey, the Board agreed that research should be conducted in order to formulate a well thought out plan concerning what improvements should be made to Glastonbury roads and prioritize the various options.

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4.6 Complaint Committee Report: Charlotte Mizzi, Chair

4.6.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG)/Kathleen Ulrich. David reported that a mediation meeting conducted by Tim Dolan took place on (date?) with Kathleen, David and Edward. During the meeting, Kathleen agreed to: (1) submit a clean-up plan to the GLA by March 8; (2) complete a clean-up in the next 2-3 months; (3) submit to the GLA for approval construction plans for her first and second story that have been approved and signed by a professional engineer by (date ?); (4) construction of the first and second story of her home must be built according to the plans that the professional engineer and GLA has approved, (5) construction must be completed within 3-6 months; and (6) after construction, the engineer must submit a written statement that construction was completed according to the approved plans. An additional meeting will be scheduled with Tim Dolan.

David reported that 30% of Kathleen's refuse is spilling off her property line onto Edward Anderson's property. The Board agreed that this particular issue is not the GLA's responsibility and suggested that Edward contact Kathleen and request that she remove the refuse within 2 weeks or he will report the violation to the sheriff.

David reported that Daniel Woodriff (Kathleen's ex-husband) has a moving van and other items on Edward's property that he has agreed to move by April 1st. The GLA will send a letter to Woodriff to confirm his agreement.

David suggested actions that might assist with Kathleen's clean-up: (1) bring in a roll off and place on her property; (2) construct an 8-foot high wooden fence around the refuse and plant trees around it so that it is hidden—this would require approval from her neighbors; and/or (3) have a meeting with Kathleen's neighbors and ask for their input.

ACTION ITEM – Status of removing rock pile about culvert. **Tabled.**

ACTION ITEM – Status of cleanup on Hansard property. **Tabled.**

ACTION ITEM – Status of Nye's dog complaint. David reported that we received a response from Ronny Goodson (owner of the dog) to our letter to him and the issue is being handled.

4.6.2 New Business

Dog Complaints

Philip reported that Ian Scott complained about a dog (dog owners live in Rex Pierson's old mobile home). Philip was asked to request that Ian submit a formal complaint form so that the GLA can look into Ian's complaint. Members of the Board discussed various dog problems in Glastonbury and David requested that complaint forms be competed and forwarded to him so

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that further action can be taken.

4.7 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.7.1 Old Business

ACTION ITEM – Status of Master Plan. The Board agreed to meet on 3/12 at 7:30 p.m. to review the next Master Plan meeting David will talk to John Fanuzzi regarding the cafeteria's rental fees.

ACTION ITEM – Subdivision and Reclamation Standards.
MOTION: JT motioned and Cynthia seconded to talk about the subdivision and reclamation standards at our next meeting as James Kozlik and Pamela May have objections and were not present to voice them. Motion carried.

4.8 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.8.1 Old Business

ACTION ITEM – Legal Formation of PVRC. David reported that our attorney would send him proposed bylaws next week.
ACTION ITEM – Filing Parcel 16A to be part of Glastonbury. **Tabled.**

4.8.2 New Business

ACTION ITEM – Include Parcels 23-A (SG) and 14-A (NG) under FLA umbrella.
MOTION: Edward motioned and Orlando seconded to approve placing the new parcels given to the Teaching Centers (Parcels 23-A/SG and 14-A/NG) under the umbrella of the GLA. Motion approved with one abstention from Charlotte.

4.9 Web Site Committee: Edward Anderson, Chair

4.9.1 Old Business

ACTION ITEM – Sending letters to Realtors
ACTION ITEM – Sending Edward documents to place on website
Maps. **Done** Standards. **Done.** (David will give to Edward.)
ACTION ITEM – Link extra Glastonbury website name to original name. **Done.**

4.9.2 New Business

Purchase $230 Comment Program. The Board agreed that the GLA can't afford to purchase this program and landowners can send their comments by e-mail.

4.10 Clean-up Committee- No report.

4.11 Ombudsman Report: Richard Allen(SG) Richard Johnson(NG) No reports.

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5. Other Business

5.1 Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. **Tabled.**

6. Next Meeting and Adjournment:

The meeting was adjourned at 9:55 p.m. with no further business. The next meeting will be held April 5, 2004 at Golden Ratio Woodworks Cafeteria, at 7 p.m.

A special meeting (in preparation for the March 20th Master Plan Meeting with Landowners) for all Board members will be held on Friday evening, March 12, at Golden Ratio Woodworks Cafeteria, at **7:30** p.m.

A special meeting for the GLA Board and Landowners, concerning the proposed Master Plan, will be held on Saturday March 20th at the Emigrant Hall, at 10 a.m.

NEW ACTION ITEMS:

GB030104.1 David to revise 2004 Proposed Budget

GB030104.2 David to research difference in fees between Archie Mann and other contractors.

GB030104.3 Cynthia ? to prepare budget information to be presented to landowners at the March 20th meeting to inform them of the current financial status of GLA.

GB030104.4 Board members to think about what steps they would like to take for replacement of director position and discuss at meeting.

GB030104.5 Inform landowners about new rabies shot requirements and penalty fees.
The entire Motion with Amendment carried.

GB030104.6 David to compile list of sites for SG sign and present a list to the Board at April meeting.

TR030104.1 Cynthia to write to Marlene LaShomb

AR030104.1 David to review new time limit policies incorporated into project application.

AR030104.2 David to send letter to Twin Pillars reflecting advice of our attorney.

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AR030104.3 Pamela to request written statement from Sheriff's office regarding statute of limitations on Rakela issue and forward to Denise.

AR030104.4 Denise to send application response to Kathleen Rakela.

AR030104.5 David to send application approval w/conditions to Kathleen Ramp.

AR030104.6 Denise to send greenhouse application approval to Pamela May.

AR030104.6 Denise to send greenhouse application approval to Dieux Bray

AR030104.8 Orlando to oversee a committee to propose a schedule of charges and collection fees for GLA.

RD030104.1 David (?) to compile a plan concerning what improvements should be made to Glastonbury roads and prioritize the various options.

CP030104.1 ? to write to Daniel Woodriff confirming his agreement to move his materials off of Edward's and (?) Kathleen's property.

CP030104.2 Conduct meeting with Kathleen's neighbors and ask for their input.

CP030104.3 Philip to contact Ian Scott and request that he submit a formal dog complaint.

CP030104.4 Board members with information regarding dogs need to send complaints to David.

MP030104 David to talk to John Fanuzzi regarding cafeteria rental fees.

OB030104 Place the new parcels given to the Teaching Centers (Parcels 23-A/SG and 14-A/NG) under the umbrella of the GLA.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
March 1, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   February 2, 2004

3. **General Business**
   3.1 New Business
   2004 Budget
   Replacement Director
   New Cleanup committee chair

4. **Report of Officers and Committees**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM – Add Subdivision waiver to Architectural Application form *[Denise]*
   ACTION ITEM – Send waiver notice to NGTC *[Denise]*
   4.1.2. New Business
   Review Invoices *[Cynthia]*

   4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. Old Business
   ACTION ITEM – Status of Gelderloos shop construction *[James]*
   ACTION ITEM – Incorporating new time limit policies into project application *[Denise]*
   ACTION ITEM – Twin Pillars safety hazard *[David]*
   ACTION ITEM – Send sign notice to Rakela *[Denise]*
   ACTION ITEM – Send approval notice to Allen
   ACTION ITEM – Talk to attorney regarding subdivisions *[David]*
   New Business
   Lot 61-B SG – Preliminary review of house
   ACTION ITEM – Review Rakela sign application

   4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – Paving roads *[David]*
   4.3.2. New Business

   4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
   4.4.1. Old Business
   ACTION ITEM – Status of Parcel 32 (NG) Ulrich *[David]*
   ACTION ITEM – Status of removing rock pile above culvert *[David]*
   ACTION ITEM – Status of Cleanup on Hansard property *[David]*
   ACTION ITEM – Status of Nye's dog compliant *[David]*
   4.4.2. New Business

4.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1. Old Business
ACTION ITEM – Status of Master Plan *[David]*
ACTION ITEM – Subdivision and Reclamation Standards
4.5.2. New Business

4.6 **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury
4.6.2. New Business
ACTION ITEM – Including Parcels 23A SG and 14A NG into Glastonbury

4.7 **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Sending letters to Realtors *[Denise]*
ACTION ITEM: - Sending Edward and Placement of documents on Website
Maps *[David]* **Done**
Standards *[David]* **Done**
ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*
4.7.2. New Business

4.8 **Clean-up Committee Report** –, Chair

4.9 **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. **Other Business**
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

6. **Next Meeting and Adjournment**

Glastonbury Landowners Association, Inc.
Balance Sheet
As of February 29, 2004

	Feb 29, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	17,572.92
1st National Bank Savings	7,198.65
Total Checking/Savings	24,771.57
Accounts Receivable	
Accounts Receivable	97,913.12
Total Accounts Receivable	97,913.12
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	122,111.19
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**122,112.19**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,759.41
Net Income	54,625.06
Total Equity	-122,200.12
TOTAL LIABILITIES & EQUITY	**122,112.19**

March 1, 2004

Glastonbury Landowners Association, Inc.
Income & Expense
February 2004

	Feb '04
Income	
1. General Income	
Sanitation Bond Account	500.00
Total 1. General Income	500.00
2. Assessments	
Dwelling Assessment 2002	190.00
Dwelling Assessment 2003	220.70
Dwelling Assessment 2004	2,288.75
Land Assessment 2002	190.00
Land Assessment 2003	220.71
Land Assessment 2004	4,088.75
Total 2. Assessments	7,198.91
3. Late Fees/Finance Charges	
Finance Charges	165.71
Five Percent Penalty	29.50
Total 3. Late Fees/Finance Charges	195.21
Total Income	7,894.12
Expense	
A. Business Expenses	
8. Taxes	50.00
9. Refund on Overpayment	60.00
Total A. Business Expenses	110.00
B. Office Expense	
1. Copying	496.15
2. Postage	572.00
3. Office Supplies	25.35
4. Misc. Expenses	44.60
5. Refreshments	124.17
Total B. Office Expense	1,262.27
C. Professional Fees	
1. Accountant	105.00
3. Legal Council	648.00
4. Manager	930.00
5. Misc. Professional Fees	25.00
6. Secretarial	384.00
7. Treasurer	156.00
8. Web Site	8.00
Total C. Professional Fees	2,256.00
D. Road Repairs & Maintenance	
1. Loan Payment	7,556.32
5. Sanding	500.35
6. Snow Plowing	587.50
Total D. Road Repairs & Maintenance	8,644.17

Clare Parker Bookkeeping Services 406-333-4614

	Feb '04
E. General Expenses	
2. Equipment Repair & Maint.	120.00
Total E. General Expenses	120.00
F. Misc. Projects	
4. Recreation Area	4.44
Total F. Misc. Projects	4.44
H. Discount	5.00
Total Expense	12,401.88
Net Income	-4,507.76

GLA 01579

SAVINGS ACCOUNT BALANCE HISTORY-03/01/04								
2002	December		$23,766.87					
2003	November		$15,179.29					
2004	February		$7,703.53		I will be transfering $10,000. back to savings			
					Savings will then be up to $17,703.53			
					This will leave approximately $7,111. in checking			

C:\My Documents\Savings account balance history Book1

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET Subtotal	Total	YEAR 2003 TOTALS Subtotals	Totals	Notes	YEAR 2002 TOTALS Subtotals	Totals	Notes
A	**Income**		**90,870**		**76,971**			**75,481**	
A 1	General Income		**18,050**		**5,221**			**4,467**	
A 1.1	Church, for Paving Loan	2,550		1,798.10			2,554.46		
A 1.2	Interest Income	300		335.26			552.50		
A 1.3	Misc. Income	100		0.00			(389.54)		
A 1.4	Master Plan Refund	10,000							
A 1.5	Guardrails	5,000							
A 1.6	Sanitation Bond Acct.	100		1,250.00			1,750.00		
A 1.7	General Income			1,837.75					
A 2	Assessments		**70,720**		**69,626**			**67,896**	
A 2.1	Assessments Prior to 1998	0		254.76			220.00		
A 2.2	Dwelling assessments 1998	0		0.00					
A 2.3	Dwelling assessments 1999	0		0.00		1998			
A 2.4	Dwelling assessments 2000	200		210.00		1999	350.50		1998
A 2.5	Dwelling assessments 2001	300		226.30		2000	857.47		1999
A 2.6	Dwelling assessments 2002	800		272.63		2001	1,010.01		2000
A 2.7	Dwelling assessments 2003	2,600		2,420.53		2002	2,837.63		2001
A 2.8	Dwelling assessments 2004	20,200		20,245.66		2,003	19,348.09		2002
A 2.9	Golden Age Village	5,880		5,880.00			2,940.00		
A 2.10	Land assessments 1998	0		0.00					
A 2.11	Land assessments 1999	0		120.00		1,998			
A 2.12	Land assessments 2000	500		330.00		1,999	590.50		1998
A 2.13	Land assessments 2001	800		631.65		2,000	1,097.48		1999
A 2.14	Land assessments 2002	1,500		1,625.52		2,001	1,554.99		2000
A 2.15	Land assessments 2003	4,800		4,073.12		2,002	4,881.97		2001
A 2.16	Land assessments 2004	33,140		33,336.03		2,003	32,207.85		2002
A 3	Assess. Late Fees/Finance Chrges		**2,100**	**2,123.53**	**2,124**		**3,116.96**	**3,117**	
A 3.1	Financial Chrges	1,800		1,796.62			2,614.70		
A 3.2	Five Percent Penalties	300		326.91			502.26		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET Subtotal	Total	YEAR 2003 TOTALS Subtotals	Totals	Notes	YEAR 2002 TOTALS Subtotals	Totals	Notes
B	**Expenses:**		**90,870**		**104,350**			**85,750**	
B 1	Business Expenses		**7,820**		**9,854**			**6,748**	
B 1.1	Banking fees	100		101.00			12.50		
	Gifts & donations	0		1,000.00			0.00		
B 1.2	Insurance	5,700		6,078.61			5,247.73		
B 1.3	Licenses	30		15.00			30.00		
B 1.4	Lien Filing	600		1,038.15			967.50		
B 1.5	Rentals	400		630.00			135.00		
B 1.6	Sanitation Bond Refunds	750		750.00			250.00		
B 1.7	Taxes	240		241.40			105.73		
B 2	Office Expenses	**2,200**	**2,200**		**4,089**			**2,420**	
B 2.1	Copying	750		1,049.54			464.00		
B 2.2	Postage	550		1,394.68			543.59		
B 2.3	Office Supplies	500		513.17			483.81		
B 2.4	Misc. Expenses	100		39.96			390.33		
B 2.5	Refreshments	300		329.10			263.42		
B 2.6	Petty cash account	0		762.82			275.00		
B 3	Professional Fees		**15,900**		**17,349**			**10,046**	
B 3.1	Accountant	100		95.00			85.00		
B 3.2	Bookkeeper	3,000		3,023.50			2,796.22		
B 3.3	Legal Council	2,000		2,302.20			1,126.19		
B 3.4	Manager	3,500		3,452.87			0.00		
B 3.5	Misc. Professional fees	0		0.00			0.00		
B 3.6	Secretary	6,300		7,503.00			5,548.28		
B 3.7	Treasuerer	300		291.00			322.50		
B 3.8	Web Site	700		681.45			168.00		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET			YEAR 2003 TOTALS			YEAR 2002 TOTALS		
			Subtotal	Total	Subtotals	Totals	Notes	Subtotals	Totals	Notes
B 4	Road Repairs & Maintenance		**51,200**	**51,200**		**52,309**			**50,525**	
B 4.1	Loan payment		30,000		29,625.11			29,600.93		
B 4.2	Misc. Road Maintainence		2,000		2,551.75			3,205.12		
B 4.3	Misc. Supplies		1,000		61.95			871.28		
B 4.4	Road Grading		8,000		7,780.00			11,737.50		
B 4.5	Snow removal		**7,700**			**8,210**		523.26	**5,110**	
B 4.5.1	Snow Plowing	6,000			6,182.00			2,923.40		
B 4.5.2	Sanding	1,500			1,477.77					
B 4.5.3	Snow fences	200			0.00			192.50		
B 4.5.4	Materials, sand	750			550.00					
B 4.6	Weed control		2,500		4,080.00			1,470.75		
B 5	General Expenses			**1,050**		**3,118**			**1,533**	
B 5.1	Cleanup Day		450		450.00			743.49		
B 5.2	Equipment Repair & Maint.		300		1,769.48	Accident & Truck Upgrade				
B 5.3	Miscellaneous		300		898.70			789.37		
B										
B 6	Misc. Projects			**12,700**		**9,421**		**9,367.28**	**9,367**	Truck & Fire Pond
B 6.1	Snow Plow		4,000		937.74					
B 6.2	Master Plan		**3,700**		100.00					
B 6.2.1	Legal fees	1000								
B 6.2.2	Postage	500								
B 6.2.3	Copies	1000								
B 6.2.4	Contractors	1000								
B 6.2.5	Misc	200								
B 6.3	Guardrails		3,000		1,261.59					
B 6.4	Recreation Area		2,000		7,121.54					
B 7	Emergency Fund		**0**	**0**				0.00	0	
	Net Income			**0**		**(27,379)**			**-10,269**	

GLA 01583

South Glastonbury lot 84
Lien filed 10-07-02, Marlene La Shomb
(lien not received by Marlene, address incorrect)

GLA has been invoicing the following individuals tenants in common:

Chalice Well
Marlene La Shomb
Grant Smallwood
David Lundberg
And ?

The church did not show Marlene La Shomb as going through the church for the sale who had first right of refusal. The Church did give me copies of some of the documents that they had. It shows another list of owners at the time of 1998 including Pellet. The Churches documents are earlier than July 1997 before GLA incorporated.

The title insurance commitment document showed a list of names in 1998, LaShomb, Michaels, Driver, Wenderski, Grant/Smallwood, Timothy A. Bowman.

Marlene paid in $720.00 in January 2004 for delinquent land assessments, She paid $240 this past week for 2004 assessments. She will pay $720.00 for delinquent dwelling assessments in February 2004.

For consideration by the board at the request of Marlene La Shomb:

I want to make a motion for a waiver of interest and penalties in the amount of $689.00 if she pays the $720.00 delinquent dwelling assessments.

1) There is a question if she actually had title to this property in 2002.
2) La Shomb did not receive our original letter about the lien.
3) She attempted to purchase this property from Richard Driver instead of the church and the title was held up due to two IRS liens against Richard Driver in the amount of $150,000.00. I have a copy of liens listed to verify this. This in itself would have held up the legal transfer of this property.
4) We should have been billing Richard Driver if La Shomb did not take legal ownership so I question the legality of this lien.
5) I have a real problem charging someone who is not the legal owner.
6) It is to time consuming for me to dig into this entire mess.
7) I do not what to have to take time to go over this with the Church.
8) La Shomb is happy to be getting the "Driver" liens removed, and moving forward.

2.0 Subdivision Standards

2.1 Subdivision Regulations and Review

All subdivisions as defined herein must be reviewed and approved by the ~~Glastonbury Project Review Committee~~Project Review Committee (~~GPRC~~PRC), which has been delegated this responsibility from the Glastonbury Landowners Association per *Section 9.01 Subdivisions Allowed, Association Review* of the ~~Covenants~~Restated Covenants. Refer to *Section 9.02 Subdivision Defined* of the ~~Covenants~~Restated Covenants for the definition of "subdivision".

The Montana Subdivision and Platting Act (8/93) defines a subdivision as follows:

> "Subdivision" means a division of land or land so divided that creates one or more parcels containing less than 160 acres that cannot be described as a one-quarter aliquot part of a United States Government section, exclusive of public roadways, in order that the title to or possession of the parcels may be sold, rented, leased or otherwise conveyed and includes any resubdivision and further includes a condominium or area, regardless of its size, that provides or will provide multiple spaces for recreation camping vehicles or mobile homes. (Section 76-3-103(14), MCA)

The Montana Subdivision and Platting Act allows subdivisions as defined above only if they have been submitted to and approved by the local government or if they qualify for one of the exemptions specified in the Act.

Park County has adopted regulations implementing the Act and also adopted regulations known as "Evasion Criteria" which require the prior approval of the County Commissioners before any of the exemptions specified in the Act may be exercised.

Of particular note to landowners are provisions in the local regulations pertaining to the installation of mobile homes. the current Park County regulations (6/93) provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision.

Park County also intends to treat any partial interests in real estate created after May 28, 1993 through conveyances or transfers to tenants in common, other than between immediate family members, as "divisions of land" subject to local government review and approval. Consequently the Community of Glastonbury will not consent to any sales of tenancy-in-common interests, other than between immediate family members, unless the interest was created prior to May 28, 1993 and was properly recorded as provided in the Settlement Agreement with Park County of May 28, 1993. Proposed sales, conveyances or transfers of portions of any parcel, other than interests existing prior to May 28, 1993 or between immediate family members, will have to be reviewed and approved as subdivisions by the ~~GPRC~~PRC.

2.2 Preliminary Glastonbury Subdivision Review

Preliminary Glastonbury subdivision review is initiated by one or more landowners of record submitting an application, preliminary plat and all required supporting

materials to the Secretary of the GLA. Required supporting materials include all items specified in the Glastonbury application together with any other items that are required for local and state government review, such as road and drainage plains, proposed covenants and, for major subdivisions, an environmental assessment.

These materials should be submitted to the GLA for preliminary review by the ~~GPRC~~PRC before any submission is made to Park County. This is to insure that the policies and standards for subdivision for the Community of Glastonbury are fully met prior to initiation of the local government review process so that no subsequent changes will be necessitated as a result of Glastonbury subdivision review.

Within thirty (30) days after the submission of all required materials, the ~~GPRC~~PRC will give the applicant a written response which may include the following:

A) A preliminary approval, subject only to final review;

B) A preliminary approval subject to conditions, such as a requirement that access be constructed, utilities be extended, etc. and final review;

C) Recommendations for changing or improving the plans for the proposed subdivision;

D) Tabling the application pending resolution of issues or submittal of additional information;

E) An offer or disclaimer from the ~~GPRC~~PRC for providing maintenance, utilities or other services which are currently provided to the rest of the parcels; or

F) A disapproval based upon failure to meet minimum standards, inconsistency with the ~~Covenants~~Restated Covenants ~~or~~ Master Plan or Glastonbury Standards or a finding of an inappropriate multiple-family residential building project.

2.3 County Subdivision Approval

After preliminary approval has been received from the ~~GPRC~~PRC, the landowner(s) must apply for subdivision review and approval from Park County. Normally this involves filing an application, preliminary plat and other materials with the Park County Planning Office, having one or more hearings before the Park County Planning Board, and receiving approval from the Park County Commissioners. An approval from the County Commissioners is often made conditional on state subdivision review and approval, compliance with sanitary requirements, completion of roads and other improvements, surveying, and final plat filing. Conditional approvals are generally effective for one year, although approvals for longer periods and/or extensions may be requested.

2.4 State Subdivision Approval

State government has jurisdiction over subdivisions pursuant to the Montana Sanitation in Subdivision Act. Approval must be obtained from the Montana Department of Environmental Quality (DEQ) for any divisions of land creating parcels of less than 20 acres. Any "multi-family" water or sewer systems or "public" water or sewer systems (i.e. systems which will serve 10 or more service connections or 25 or more persons for 60 days or more out of a calendar year) must be reviewed and approved. If subdivided lots are intended to have individual on-site systems, "sanitary restrictions" must be removed

through the state review process. State subdivision review is carried on concurrently with review by the Park County Health Department.

2.5 Final Glastonbury Subdivision Approval

Final Glastonbury subdivision review is initiated by submission to the GLA of a copy of the final plat and application for final plat approval (including all supporting materials) to be filed with the Park County Planning Office, a copy of the preliminary subdivision approval from Park County, a copy of the subdivision approval and any required sanitation approvals from the Montana DEQ, a copy of any covenants already filed or to be filed with the final plat, satisfactory evidence of the completion or installation of all required improvements (i.e. roads, utilities, drainage) and reclamation of all construction work, and satisfactory evidence of compliance within the policies and standards and with all conditions of the preliminary approval previously given by the ~~GPRC~~PRC. Additional requirements for final subdivision approval area as follows:

A) all real property taxes on the land affected by the subdivision bust be paid current,
B) all community assessments on the land affected by the subdivisions must be paid current or provision made for payment from the proceed of the first sale,
C) must have fully complied with all previous conditions and requirements stipulated by the ~~GPRC~~PRC for project approval.

Upon inspection of the project site and verification that the landowner has met all the above conditions, the ~~GPRC~~PRC shall issue a final subdivision approval and authorize execution of the final plat.

2.6 Subdivision Plat Filing

The final local and state subdivision review process is initiated with the submission of an application for final plat approval with the Park County Planning Office. The process is completed with the filing of a final plat with the Park County Clerk and Recorder's Office. Normally, the Clerk and Recorder will accept a final plat for filing only after satisfaction of all required conditions of the preliminary approval, written approval from the Montana DEQ, the certification of the County Treasurer that all taxes are paid on the land proposed for subdivision, the written consent of all owners and lien holders of record and the final approval of the County Commissioners.

2.7 Subdivision Design Standards

The purpose of subdivision design standards is to set forth objective criteria upon which all proposed subdivisions will be reviewed. The ~~GPRC~~PRC shall review each proposed subdivision for consistency with the Restated Covenants, ~~the~~ Master Plan and Glastonbury Standards, and to insure proper engineering, surveying, access and plans for providing utilities and at least one feasible building site. this is to assure that the new parcels or developments will be at least up to the same standard as the rest of the parcels in the Community, for the benefit of other landowners and the future landowners. These standards are intended to approximate the minimum standards originally designed into the Community of Glastonbury, together with any subsequent improvements.

It is the landowner's responsibility to design and implement each subdivision in accordance with the within policies and standards, the Restated Covenants, ~~the~~ Master

Plan and Glastonbury Standards, and applicable state and local laws and regulations. The review and approval of the ~~GPRC~~PRC, and any comments or recommendations, does not constitute an endorsement or approval of the design, engineering, safety, or legality of the proposed subdivision or any improvements pertaining to it. Glastonbury subdivision review is undertaken only with reference to these written policies and standards, the ~~Covenants~~Restated Covenants, ~~and the~~ Master Plan and Glastonbury Standards. Approval by the ~~GPRC~~PRC does not constitute an assurance that the proposed subdivision will qualify for approval or be approved by Park County or the State of Montana.

2.8 Parcel Layout and Dimensions

Parcels should be reasonably dimensioned and should not be designed so as to be overly long and narrow or distorted in shape, or so as to adversely affect other adjacent parcels, roads, utilities or drainages. Where feasible and appropriate, new parcel boundaries should be laid out along existing roads within the Original Parcel or along planned new roads. An appropriate parcel layout is to design a new road to act as a collector for all or several of the new parcels before entry onto the existing Community Road System. No more than five (5) new parcels per Original Parcel in the Community should be laid out so as to allow direct entry onto the existing Community Road System, and in such cases easements for new roads or driveways should be provided along common boundaries between the new parcels so that new entries onto the Community Road System will be minimized.

2.9 Minimum Parcel Size

The minimum size for new parcels is per *Section 6.03.8 ~~Schedule for~~ Description of Residential Topographical Areas and Density* of the Glastonbury Standards~~Master Plan~~. In addition, each new parcel divided from an Original Parcel must be sized to have at least one feasible building site, including adequate area or provision for domestic water supply and sewage disposal system on-site (unless "multi-family" or "public" water and sewer systems are proposed and approved).

2.10 Access and Road Standards

All new parcels must be provided with adequate access which meets the requirements of the most current version of the Park County road standards for gravel roads~~.~~ and Glastonbury's ~~Any~~ roads ~~that may be accepted as Community roads must meet the~~ standards listed in *Section 3. Road and Driveway Standards*. Access easements must be shown on the preliminary plat and final plat. The minimum right-of-way (easement) for a new Community Road, for which the Community of Glastonbury may agree to assume maintenance responsibility is sixty (60) feet. New Community Roads must have prior approval by the GLA before the final plat is filed and labeled as such on the plat (refer to ~~Standards~~ *Section 2.15 Surveying and Platting Requirements* listed hereinafter). The minimum right-of-way for a new Private Road is sixty (60) feet and for a Single or Multiple Residence Driveway is twenty-five (25) feet.

It is recommended that a sixty (60) foot easement be reserved for all platted roads to serve new parcels in any subdivision so that the option exists of adding these to the

Community Road System in the future. Easements for new roads should be laid out so as to minimize new entries onto the Community Road System.

Review and approval by the Glastonbury Landowners Association of plans and specifications for all new roads is required prior to any construction and prior to the establishment of any new entry onto the Community Road System. All road improvements must be completed before final Glastonbury subdivision approval will be given and before any sales or conveyance may be made.

2.11 Utility Requirements

All new parcels must have electric and telephone service available within or bordering the parcel boundaries, unless plans are shown that an alternative power source will be provided for the parcel(s). Utility easements for providing service to each new parcel must be shown on the preliminary plat and final plat. Utility easements may be combined with road easements; however, utilities should be installed alongside and not underneath actual road surfaces except where unavoidable. All utility installations must be installed or contracted and paid for, before final Glastonbury subdivision approval will be given and before any sales and conveyance may be made. Letters from the electric and telephone companies certifying that each new parcel in the subdivision has electric and telephone service available at or within the new parcel boundaries or that the availability of such services has been contracted and paid for shall be considered satisfactory evidence of meeting this requirement. All utilities shall be installed in accordance with *Section 6.03 Utilities* of the Restated Covenants.

2.12 Sanitation Standards

Each new parcel in a subdivision must meet the minimum requirements contained in the most current version of the Park County Regulation for On-Site Sewage Disposal Systems and Montana DEQ regulations. If any "multi-family" or "public" water or sewer systems are to be installed in the subdivision so as to serve more than one parcel, appropriate easements must be shown on the preliminary and final plats. Where a "multi-family" or "public" system is required, the system must be fully installed and completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made. All septic and sewer systems must be reviewed and approved by the ~~GPRC~~PRC in accordance with *Section 5.03 Sewage Disposal* of the Restated Covenants prior to any construction or installation taking place.

2.13 Drainage Requirements

All natural and man-made drainages within or running across any of the land proposed for subdivision must be depicted on the preliminary plat or on maps submitted with the application for preliminary approval. Any proposed additions to, or modifications of, such drainages shall also be described in the application or depicted on the preliminary plat or an enclosed map. Improvements planned as part of the subdivision, including new roads, grading, sewage systems and structures, shall not be designed or installed so as to adversely affect drainages, to inhibit the flow of storm and runoff water, to increase the danger of flooding, to discharge pollutants into state waters or to adversely affect the property of other landowners. Adequately sized culverts shall be

placed where required and shall be shown on road plans. All must be fully installed and completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made.

2.14 Reclamation Requirements

All land disturbances due to construction activities which may occur in connection with a proposed subdivision must be fully reclaimed in accordance with Glastonbury Standards *Section 43.0 Land Reclamation and Landscaping Guidelines*. All required reclamation work must be completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made.

2.15 Survey and Platting Requirements

All divisions of land must be surveyed, monumented and platted in accordance with the Montana Subdivision and Platting Act and Park County Subdivision Regulations. The following nomenclature is to be used in all preliminary and final plats for designating new parcels:

A) All new parcels created from the first subdivision of an Original Parcel in the Community shall be referred to as "Tracts" and each such Tract shall be designated as the number of the Original Parcel with letters of the alphabet added (i.e. Tract 44-A, 44-B, etc.).

B) All new parcels created from the subsequent subdivisions of any such Tracts shall be referred to as "Lots" and each such Lot shall be designated as the Tract number and letter with additional numbers added (i.e. Lot 44-A-1, 44-A-2, etc.)

C) The correct plat language to be used for the dedication of new Community Road and utility easements to new parcels in the Community is as follows:

> "60' Private Access and Public Utility Easement, as per Section 8, Restated Declaration of Covenants recorded September 26, 1997 in Roll 124, Pages 564 to 566"

D) The correct plat language to be used for depicting the existing Community Roads is as follows:

> "Existing Private Access and Public Utility Easement as per Roll 124, Pages 564 to 566"

2.16 Subdivisions Created By Rent, Lease or other Conveyance

Subdivisions created by rent, lease or other conveyance includinge multiple mobile home spaces on a single parcel of land, mobile home parks, RV parks, condominiums or other segregations of areas on a parcel created by renting, leasing or otherwise conveying portions of the parcel without a formal "division of land." Such subdivisions are exempt from the survey and platting requirements contained in *Section 2.15 Survey and Platting Requirements* above, but are subject to all other requirements of these policies and standards.

2.17 Mobile Home Parks/RV Parks/Multiple Mobile Homes

As provided in *Section 9.04 Mobile Home Parks and RV Parks* of the Restated Covenants, RV Parks shall not be allowed or approved. Mobile Home Parks shall only be approved in the Golden Age Village and any adjacent expansion thereof not to exceed a total of 125 lots.

The provision for double wide mobile homes on tracts in a subdividing parcel of land will not be considered to be a mobile home park for purposes of Glastonbury subdivision review if the development does not include clustered lots or spaces for mobile homes or common utilities or sewer systems. The placement of such multiple mobile homes will be reviewed as a normal subdivision under these policies and standards and for compliance with *Section 1.0 Mobile Home Standards*.

4.0 Land Reclamation and Landscaping Guidelines

These guidelines establish minimum standards for the reclamation of land within Glastonbury which has been or will be disturbed by construction activities. The reclamation of all areas disturbed by construction is required to ensure that the land is restored to a stable landscaped condition that will preserve and enhance the natural beauty of the community, prevent soil erosion and excess runoff, prevent the degradation of surface water quality and control the growth of noxious and unsightly weeds.

Contractors are required to follow these guidelines to the same extent as landowners. It is the landowner's responsibility to notify their contractors of the guidelines and to require in their contracts that these reclamation guidelines be followed.

4.1 Minimum Reclamation Standards

Reclamation activities should be included in the initial planning of every project. The most important element in successfully restoring and landscaping a site disturbed by construction is having sufficient topsoil to support the growth of grass, shrubs and trees. Topsoil in this area is thin and extremely valuable because it is in such short supply. Non-organic subsoil, or topsoil indiscriminately mixed with subsoil, will not usually support the growth of healthy and attractive vegetation. Landowners and their contractors are therefore responsible for removing and preserving the topsoil on areas of their property to be disturbed prior to the beginning of construction, replacing the topsoil after construction and then seeding, mulching, irrigating and controlling runoff, erosion and weed growth until healthy vegetation is reestablished.

4.2 Surface Preparation

Topsoil should be stripped and stockpiled from the area intended to be disturbed by construction activity prior to starting any excavation. The topsoil stockpile should be located out of the area to be disturbed by the construction activities and out of natural drainage swales or water courses. Landowners are advised to seed the topsoil pile with annual rye to reduce the growth of noxious and unsightly weeds and minimize wind erosion during the time that the topsoil remains stockpiled, unless it is to be replaced immediately.

Landowners or contractors who are trenching for underground pipes or utilities should place topsoil to one side of the trench and subsoil to the other side. The topsoil will then be available separate from the subsoil for restoring the surface during backfilling operations. Topsoil should not be used for bedding underground pipes or wires and should not be mixed with non-organic subsoil.

4.3 Replacement of Topsoil

All areas disturbed by construction activities shall be reclaimed by replacing topsoil, reestablishing vegetation, eradication or controlling the growth of noxious weeds and preventing soil erosion, excess runoff and the degradation of surface water quality.

After construction, the areas to receive topsoil shall be cleared of all debris, large rocks, roots, stumps and other material which would be foreign to the natural landscape.

Adopted:
File: LandReclimatinStandards

Waste organic material cleared from the site must be hauled to an approved landfill, or buried or burned on-site. If material is buried or burned on-site, the disturbed areas shall also be part of the reclamation project.

Piles of boulders, rock, rubble and excavated waste material shall be reclaimed in the aftermath of all construction projects. These remains are prone to erosion and the propagation of weeds and are unsightly and many in the community find them to be objectionable and a nuisance. Excess excavated material from construction must be graded, contoured, attractively landscaped and reclaimed with topsoil and new vegetation. However, landowners may elect to discretely stockpile some boulders or rocks out of sight for use in future construction, attractive landscaping or drainage control, provided that it is not allowed to become a nuisance or eyesore.

4.4 Waste Material Burning

For material to be burned on-site, the landowner must obtain an outdoor burn permit from local authorities before commencing any burning activities and the burn area must be reclaimed in accordance with these guidelines. No hazardous or toxic material including plastics may be burned. No burning should occur during excessive dry or windy periods and care must be taken not to allow fires to burn out of control or escape from the landowner's property. All burning shall be conducted in accordance with *Section 5.02 Fire Rules* of the ~~Covenants~~Restated Covenants.

4.5 Finish Grading

Prior to the replacement of topsoil, the areas shall be graded, raked and contoured to the shape of the final landscape. The areas should be rough graded to create the final landscape contours with the subsoil to prevent use of excessive quantities of topsoil to fill in depressions and form a smooth surface appearance. Smooth, gradual slopes in the surface contours of the site should be provided around the building, in naturally occurring drainage swales and over other areas of the site to enhance the movement of surface storm water runoff (such as rain water off the roofs of buildings) and to prevent the accumulation of water against building foundation walls. Areas next to buildings up to 5-feet away shall be graded to drain water away from the building. Rough grading work should not be undertaken when the native soil is excessively wet, muddy or prone to clumping or rutting.

After rough grading is completed, topsoil shall be spread and raked to a uniform thickness equal to the original condition or a minimum of at least 3 to 4 inches. As noted above for the rough grading, finish grading of the topsoil should not be done during rainy weather or when the soil is muddy.

Following the placement of topsoil, for ease of future maintenance and contribute to the desired appearance, the area should be raked smooth and cleared of all rocks, sticks, roots and foreign debris which would inhibit the growth of grass. Variations in a uniform slope that cause depressions in excess of 3 inches across 10 feet of grading will tend to hold surface water and become muddy patches.

Placement of additional topsoil may be required to repair areas where the subsoil has settled due to inadequate compacting of the backfill deposited during construction activities, such as excavated trenches or around foundation walls. Where these repairs to

the graded contours become necessary, the placement of subsoil backfill material should be considered to bring the ground surface to the desired elevation prior to the placement of additional topsoil.

4.6 Seeding Mulching and Irrigating

Freshly graded areas should be seeded with the proper blend of grass seed at the recommended application rate (refer to *Section 4.9 Grass Seed Mixture and Application Rates Recommendations* hereinafter) to ensure adequate coverage of the area.

After the grass seed has been planted over the areas, by broadcast or drilling, straw mulch, jute or hemp mats or other suitable covering may be necessary to be placed over the area to assist in holding in the moisture, prevent the wind from blowing the seeds and the birds from eating them. Measures shall be taken to protect fresh topsoil and seeding from erosion, especially in drainage swales and ditches, by resisting the movement of surface water and inhibiting the growth of weeds. For reclamation of large areas, such as fallout shelter excavations sites, it is recommended that the site be seeded every March, so that the final snow melt off waters the seed growth. After the first year, supplemental plantings may be needed for areas of wind or water erosion.

For the development of a healthy and stable root system, all seeded areas should be watered daily if necessary, for a period of up to one month or until the grass has reached a height of 3", whichever comes first.

4.7 Erosion Control

For disturbed areas that have a ground slope greater than 4% (1 foot vertical drop in 25 feet horizontal run), any areas immediately above streams or active drainage coursed, and other areas as may be required by the ~~GPRC~~PRC, additional temporary erosion control measures will be required. These measures may include the placement of continuous lines of straw bales staked to the ground to ensure the protection of the down gradient streams and areas from runoff and sediment transport or other measures recommended by the ~~GPRC~~PRC. These measures must remain in place until the root structure of the grass has developed adequately to stabilize the fresh topsoil (usually a minimum of one complete growing season).

Straw bales should be placed above the upper edge of a reclamation area in swales and natural drainages that run through the site and may be recommended in a continuous line along the upper edge of a disturbed area where the size of the drainage areas and the steepness of the ground could cause significant erosion.

The locations of lines of straw bales and other erosion control should be shown on site drawings for construction projects.

4.8 Weed Control

Noxious weeds (principally spotted knapweed, leafy spurge and Canadian thistle) must be eradicated or controlled in the reclamation areas by spraying with herbicide, uprooting the plants by hand or plow, grazing by ~~down with~~ sheep or goats, and/or in some cases mowing.

Adopted:
File: LandReclimatinStandards

Unsightly weeds such as tumbleweed, mustard, broadleaf plants, etc. are most effectively controlled by establishing a healthy growth of natural grasses adapted to the irrigated or dry conditions of the planted area, accompanied by grazing or mowing.

Consult with the Park County Extension Office, 414 East Park, Livingston or the Soil Conservation Service, US Hwy 89, south of Livingston for information and instructions concerning your specific circumstances.

4.9 Grass Seed Mixture and Application Rate Recommendations

Seeding is usually most successful if undertaken during the Spring, generally during April/May when the soil is workable. The first year's germination and growth rate is generally slower than in succeeding years. Fall seeding may be successful if adequate measures are taken, such as extensive mulching, to protect the seeds from wind erosion, birds and runoff.

It is recommended that unirrigated and low maintenance areas be seeded at a rate of 20 lb. per acre with a mixture similar to a Native Prairie Mixture (available at local seed suppliers).

Adopted:
File: LandReclimatinStandards

GLA 01595

Glastonbury Landowners Association

Board Member Proxy Notification

I, James Trisdale

Give my proxy to Orland Sachtjen

For the GLA Board of Directors Meeting on March 12-04
date

signature

3-1-04
date

Proxy 3/1/04 GLA
meeting.

I James Kozlik give my
proxy to Janet Neclereo.

James Kozlik

Notice of 2 Special Meetings

March 12, 2003 and March 20, 2004

NOTICE IS HEREBY GIVEN that 2 special meetings of the Board of Directors of the Glastonbury Landowners Association will be held on:

1) Friday, March 12, 2004, **7:30 p.m.**, at the Golden Ratio Woodworks cafeteria to prepare for the Master Plan Meeting of March 20.

2) Saturday, March 20, 2004, **10 a.m.** at Emigrant Hall with the Board and Landowners to discuss the proposed Master Plan.

By: Denise Orr
Denise M. Orr
Secretary

Dated March 7, 2004

Dear Board Members,

David requests that you review the enclosed proposed draft of the PVRC Bylaws prepared by our attorney, Jeremy J. LeFeber. He would like you to be aware that the reason that the PVRC Bylaws require that 2 out of the 5 directors of the PVRC Board must be GLA Board members is to insure that the GLA will always have a percentage of the vote in PVRC matters—this in turn will allow GLA to retain a degree of oversight concerning PVRC issues and also prevent a possible separation of the PVRC from the GLA in the future.

Please mark your copy with your suggested revisions or questions, etc., and bring them to the April Board meeting for discussion. Thank you.

2004-04-05_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 5, 2004

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Edward gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Edwin Johnson, Pamela May

PROXIES: Pamela May to Cynthia Blocker

ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**

March 1, 2004

MOTION: Charlotte motioned and JT seconded to approve the March 1, 2004 meeting minutes as written. Motion carried.

3. **General Business**

3.1 Old Business

ACTION ITEM – 2004 Budget. The Board discussed in detail each item of the "Proposed 2004 Budget Revised" and made a number of revisions and deletions to the budget items and expenses. Discussions concerning how the GLA would acquire the additional funds need to balance the budget included writing to the landowners about the issue and asking for an increase in assessments and/or informing them that a 10% increase in assessments would be automatically imposed each year, as allowed by the Covenants.

MOTION: James Kozlik motioned and JT seconded to send our revised budget and a letter to landowners stating: (1) In order to meet the GLA 2004 Budget of $31,000, a $90 per year increase in assessments on property only will be required, and; (2) Information explaining what items/services would have to be removed from the GLA budget if the GLA were to only imposed an automatic 10% yearly increase in assessments.

MOTION: Orlando motioned and Charlotte seconded to table the above motion. Motion carried.

The Board agreed to discuss what action to take concerning the budget after the GLA receives from the Church approximately $15,000 owed to the GLA for the Master Plan. It also agreed to have a special meeting on Monday, April 19th, to further discuss and decide what action(s) should be taken concerning the budget issue.

ACTION ITEM – Replacement Director. Tabled.

ACTION ITEM – Send letter re: rabies shots for pets. Information concerning this new requirement will be included with the next mailing concerning paving/and or the Master Plan.

File: MtgMins 04 05 04Final.doc
Draft(s); 4/12/04 -Final
Approved:05 03 04

ACTION ITEM – GLA Sign (SG). David passed out a map showing potential locations for the sign. (See attached) The Board agreed to move the GLA sign to "Area B" on the map.

3.2 New Business. None.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business

ACTION ITEM – Write to Marlene LaShomb. **Done.**

4.1.2 New Business

Cynthia passed out (1) "March 2004 Bank Transactions"; (2) "GLA Balance Sheet As of March 31, 2004,"and; (3) "GLA Income & Expenses, March 2004." Cynthia will request that Clare add the "Year to Date" column and total on the latter document (#3) and will send copies to David and Denise.

Linda Ulrich's Waiver Request Concerning Past Due Penalties and Interest on Assessments for Lot 33-F (NG). Cynthia reported: (1) GLA recently received Linda's mailing address (it has not had it for several years) and Cynthia sent an invoice to Linda listing back due assessments and fees, etc; (2) Linda informed her that her land had been subdivided in 2002. (3) GLA was not aware of this subdivision until Linda's report, and; (4) Linda was requesting that the Board waive the penalties and interests of approximately $91.90 from her back due assessments. The Board discussed the complexities of Linda's situation regarding this issue.
MOTION: Charlotte motioned and Cynthia seconded to waive approx. $91.90 in penalties and interests on assessments owed by Linda Ulrich from 6/02 through 2004. Motion carried.

Cynthia to send Denise a copy of Linda Ulrich's waiver request and Cynthia's response to Linda on behalf of the Board.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Status of Gelderloos shop construction. Tabled.
ACTION ITEM – Send sign notice to Rakela. **Done.**
ACTION ITEM – Send approval notice to May. **Done.**
ACTION ITEM – Send approval notice to Dieux-Bray. **Done.**
ACTION ITEM – Talk to attorney regarding subdivisions. **Done.** David reported that our attorney advised us to stay aware of subdivisions in Glastonbury.
ACTION ITEM – Status of Kletter Application to Move Home to Twin Pillars. David reported that Kletter withdrew his application.

File: MtgMins 04 05 04Final.doc
Draft(s); 4/12/04 -Final
Approved:05 03 04

4.2.2 New Business

Construction and Subdivision Time Limits.

On January 12, 2004, the GLA Board established that the timeline for the completion of a construction project that GLA approves was one year (12 months). The Board discussed that the timeline established for the completion of subdivisions was 18 months and that it would be also be more practical to extend the timeline for construction projects to 18 months as well.
MOTION: Cynthia motioned and Edward seconded to change the twelve month timeline for the completion of construction projects (after GLA approval of a project) to eighteen months. Motion carried.

Lot 37-1B (SG)/ Pamela May's Application for Final Approval of Greenhouse Construction.

MOTION: Cynthia motioned and Charlotte seconded to grant final approval to Pamela May's greenhouse and to refund her $250 bond. Motion carried.

Lot 36-C (SG)/ Robert Wallace's Application for Final Approval of Home Construction:

MOTION: James Kozlik motioned and Edward Anderson seconded to give final approval to Robert Wallace's application for home construction on Lot 36-C (SG) and to transfer his $250 bond to his Lot 36-D (SG) application. Motion carried.

Lot 36-D (SG), Robert Wallace's Application for Preliminary Approval of Home Construction:

MOTION: JT motioned and James Kozlik seconded to approve Robert Wallace's home construction on Lot 36-D (SG). Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business.

4.3.2 New Business. David discussed the following issues with the Board:
(1) At the March 21, 2004 Special Meeting for Landowners, GLA agreed to chip seal the North Glastonbury roads, including a 2-foot gravel layer.
(2) Since the above meeting, John Fanuzzi's contractor told David he would charge 35 cents per square foot for paving as opposed to 65 cents per square foot as originally quoted to David by John.
(3) David distributed a "Cost of Paving Select Roads" information sheet based on the 35 cents per square foot charge, discussed it with the Board and reminded them that during the February 21, 2004 Special Meeting for Landowners, the GLA committed that it would research and put together a long-range total plan for paving all of GLA and submit it to the landowners for their approval. He plans to work on that plan, including clay cost estimations, toward the end of summer 2004.

(4) David asked the Board to consider whether the GLA should inform landowners of the new paving options and prices at this time or wait and submit this information when a total plan is formed. The Board agreed to discuss this again at the April 19th meeting.

Weed Spraying: David and JT will oversee spraying for Spring 2004. Last year's bill needs to be submitted to the county for our refund.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Kathleen Ulrich. David reported that Kathleen submitted half of a clean up application and he will follow up with Kathleen.
ACTION ITEM – Status of removing rock pile above culvert. Tabled.
ACTION ITEM – Status of Cleanup on Hansard property. Tabled.
ACTION ITEM – Status of Nye's dog complaint. Tabled.
ACTION ITEM – Send dog letter to landowners. **Done. (More needed)**
ACTION ITEM – Letter to D. Woodriff re: removal of his items from 32-A (NG). **Done.**
ACTION ITEM – Status of Twin Pillars Safety Hazard. David reported that our attorney advised us to not pursue this issue.

4.4.2 New Business. None.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Status of Neighborhood Meetings. Hosts are still needed for some of the neighborhood meetings to be held for landowners who wish to further discuss the Master Plan and propose revisions for density tables, etc. The Board agreed that (1) The meetings will take place between May 7-15; (2) The hosts will determine with their neighbors the exact meeting date(s), (3) When all of the hosts are determined, the GLA will send a letter to the them with ballots that they can distribute to landowners who attend their meetings. (Letters and ballots will also need to be sent to all landowners who could not attend the neighborhood meetings.) The ballots will give landowners the opportunity to approve assessment increases should they choose to pave roads affecting their parcels and neighborhoods. David passed out drafts of the ballots and the letter for the Board to review. (David, I didn't get the draft of the letter and I also need a list of the neighborhoods and hosts)

David suggested that the status of our budget be brought up at the above meetings so that landowners will become aware of the GLA's serious financial challenges.

ACTION ITEM – Subdivision and Reclamation Standards. Tabled.

4.5.2 New Business. None.

File: MtgMins 04 05 04Final.doc
Draft(s); 4/12/04 -Final
Approved:05 03 04

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – Status of Report on legal formation of PVRC. Janet reported that the PVRC Committee recently met to discuss the proposed Bylaws drawn up by our lawyer and will present their report at the May Board Meeting.

ACTION ITEM – Filing Parcel 16-A to be a part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. (David, Denise finally tracked down the revised form and will complete the mailing on Tuesday, April 20)

4.7.2 New Business. None.

4.8 Clean-up Committee. No report .

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No reports

5. Other Business

5.1. Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held May 3, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

**A Special Meeting to discuss the budget and other matters will be held on April 19, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB040504.1 David to revise proposed 2004 budget sheet.

GB040504.2 Denise to discuss with Pamela possibility of investigating purchase of Xerox machine

File: MtgMins 04 05 04Final.doc
Draft(s); 4/12/04 -Final
Approved:05 03 04

GB040505.3	Send letter re: rabies shots for pets with next mailing concerning paving/and or the Master Plan.
GB040504.4	Post GLA Sign (SG) in "Area B."
TR040504.1	Cynthia to send Denise copy of LaShomb letter.
TR040504.2	Cynthia to request that Clare add the "Year to Date" column and total on the "GLA Income & Expenses, March 2004" and send copies to David and Denise.
TR040504.3	Cynthia to send Linda Ulrich letter responding to her waiver request. Also, send a copy to Denise with a copy of Linda's request.
AR040504.1	Change project application forms to reflect new 18 month timeline for construction projects.
AR040504.2	Denise to send final approval to Pamela May for greenhouse application.
AR040504.3	Cynthia refund Pamela May for greenhouse application bond.
AR040504.4	Denise to send final approval to Robert Wallace for Lot 36-C (SG) home construction.
AR040504.5	Cynthia transfer Robert Wallace's bond for Lot 36-C (SG) to Lot 36-D (SG) preliminary home construction application.
AR040504.6	Denise to send preliminary approval to Robert Wallace for Lot 36-D (SG) home construction.
WDRD040504.1	David and JT to oversee spraying for Spring 2004.
WDRD040504.2	Cynthia to submit last year's bill to the county for our refund.
CP040504	David to follow-up on K. Ulrich issue
MP040504.1	Determine hosts for neighborhood meetings
MP040504.2	Finalize and approve letter & ballot (regarding potential paving and assessments) and budget information and send to neighborhood hosts and landowners.
RC040504	Janet to present at May Board Meeting a report from PVRC Committee regarding Bylaws.

File: MtgMins 04 05 04Final.doc
Draft(s); 4/12/04 -Final
Approved:05 03 04

2004-04-05_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

April 5, 2004

1. **Call to Order, Prayer**

2. **Reading and Disposition of the Minutes General Business**
   March 1, 2004

3. **General Business**
   3.1 Old Business
   ACTION ITEM – 2004 Budget
   ACTION ITEM – Replacement Director
   ACTION ITEM – *[Denise]* Send letter re: rabies shots for pets.
   ACTION ITEM – *[David]* GLA Sign (SG).

   3.2 New Business

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   ACTION ITEM – Write to Marlene LaShomb

   4.1.2 New Business

   4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chairs
   4.2.1 Old Business
   ACTION ITEM – Status of Gelderloos shop construction.
   ACTION ITEM – Send sign notice to Rakela.
   ACTION ITEM – Send approval notice to P. May.
   ACTION ITEM – Send approval notice to Dieux-Bray.
   ACTION ITEM – Talk to attorney regarding subdivisions.

   4.2.2 New Business
   Construction Time Limit

   4.3 Road & Weed Committee Report: Philip Hoag & Jame Trisdale (JT), Co-Chair
   4.3.1 Old Business

   4.3.2 New Business

   4.4 Complaint Committee Report: Charlotte Mizzi, Chair
   4.4.1 Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Kathleen Ulrich.
   ACTION ITEM – *[David]* Status of removing rock pile above culvert.
   ACTION ITEM – *[David]*Status of Cleanup on Hansard property.
   ACTION ITEM – *[David]* Status of Nye's dog complaint.

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ACTION ITEM – Send dog letter to landowners
ACTION ITEM – Letter to D. Woodriff re: removal of his items from 32-A (NG)

4.4.2 New Business. None.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – *[David]* Status of Neighborhood Meetings
ACION ITEM – Subdivision and Reclamation Standard

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair

4.6.1 Old Business

ACTION ITEM – Status of Report on legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16-A to be a part of Glastonbury

4.6.2 New Business

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. *[Denise]*

4.7.2 New Business

4.8 Clean-up Committee Report

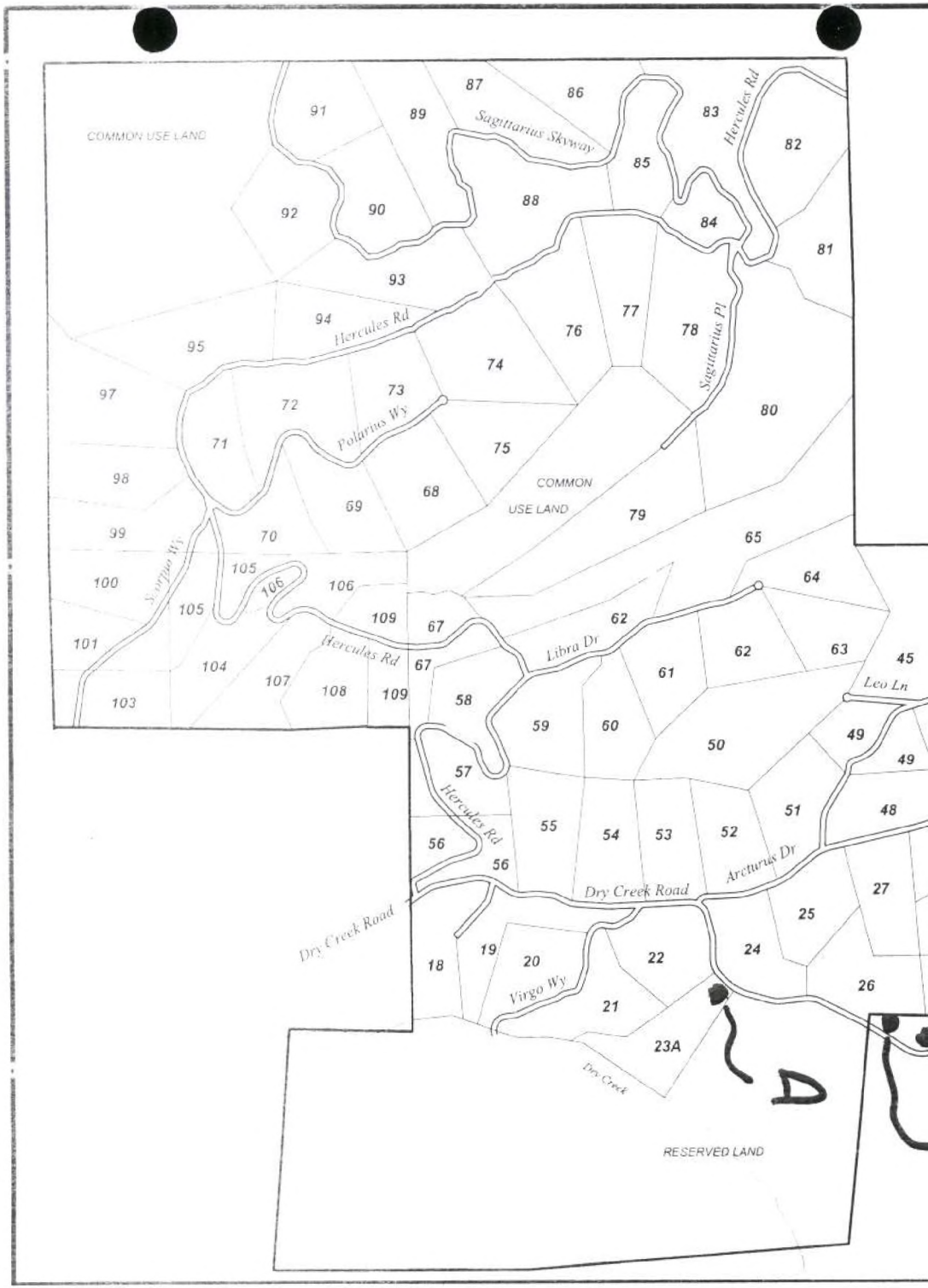
4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG)

5. Other Business

5.1. Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Next Meeting and Adjournment


COMMON USE LAND
Sagittarius Skyway
Hercules Rd
Sagittarius Pl
Hercules Rd
Polarius Wy
COMMON
USE LAND
Scorpio Wy
Hercules Rd
Libra Dr
Leo Ln
Hercules Rd
Dry Creek Road
Arcturus Dr
Dry Creek Road
Virgo Wy
Dry Creek
RESERVED LAND

GLA 01609

Where to move S6 sign

Map 1

SOUTH GLASTONBURY

Scale: 1" = 1800'
Date: February 18, 2004

4/5/04 MW

Glastonbury Landowners Association, Inc.

DRAFT SOUTH GLASTONBURY BALLOT
Ballot Y

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]**
  Disapprove: [ ]

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

- Assessment increase of **$105 per year** for South Glastonbury landowers of Parcels 25, 27 through 41, and 47 and 52.

  Approve: [ ]
  Disapprove: [ ]

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

- Assessment increase of **$77 per year** for South Glastonbury landowers of Parcels 42 through 46 and 48 through 51.

  Approve: [ ]
  Disapprove: [ ]

File: DraftBallots

4/5/04 MTG

Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
Ballot X

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]** **Disapprove: [ ]**

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)

- Assessment increase of **$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG

Approve: [ ]
Disapprove: [ ]

3. Pave rest of Sirus past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.

- Assessment increase of **$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7.

Approve: [ ]
Disapprove: [ ]

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 thru 40 and 57 thru 70).

- Assessment increase of **$37 per year** for North Glastonbury landowers of Parcels 35 through 40 and 57 through 70.

Approve: [ ]
Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of **$77 per year** for North Glastonbury landowers of Parcels 29, 30, and 32 through 34.

Approve: [ ]
Disapprove: [ ]

File: DraftBallots

GLA 01612

Glastonbury Landowners Association
COST OF PAVING SELECT ROADS

4/5/2004

Road From	To	Priority	Flag	Dist. mi	feet	Area sf	Glastonbury	Total Miles	Dollars	"A" Total Dollars	"B" Total Dollars	No. of Parcels	Sf	Cost to those Benefiting	Parcels Benefiting
South Glastonbury										$0	$75,398				
Arcturus							S	1.3							
Dry Creek	Pallas Circle	B	1	0.7	3696	88,704	S		31,046		31,046	63	57,658	105	25,27-41,47,52
Pallas Circle	Cor Leonius	B		0.2	1056	25,344	S		8,870		8,870				
Cor Leonius	Hesperus	B		0.4	2112	50,688	S		17,741		17,741				
Hesperus	End of Arcturus			0.3	1584	38,016	S								
Leo							S								
Arcturus	Top of grade	B	1	0.4	2112	50,688	S		17,741		17,741	21	17,741	97	42-46,48-51
Top of grade	Leo Lane			0.2	1056	25,344	S								
North Glastonbury										$53,333	$68,747				
Sirus - Taurus							N	2.4	Miles:	0.00	1.55				
Aries	Taurus	B	1	0.4	2112	50,688	N		17,741		17,741	75	42,134	65	gav,1,2,5-7
Sirus	Top of grade	B		0.35	1848	44,352	N		15,523		15,523				
Top of grade	End of Taurus	B	1	0.2	1056	25,344	N		8,870		8,870				
Capricorn							N								
Gemini	Venus	C	1	0.35	1848	44,352	N		15,523						
Venus							N								
Capricorn	Ranttelo's house	B	1	0.3	1584	38,016	N		13,306		13,306	20	13,306	77	29,30,32-34
Gemini							N								
Capricorn	Orion	B	1	0.3	1584	38,016	N		13,306		13,306	41	13,306	37	35-40,57-70
Orion							N								
Gemini	Evening Star			0.5	2640	63,360	N								
Chip Sealing															
Capricorn, Aries, Sirus		A		3.2	16896	405,504			53,333	53,333		179	53,333	34	

Chip Seal for existing NG Roads:

Total:	$53,333	$144,146
Subtotal:	$53,333	$197,479
Road Prep:	$15,000	$10,000
5% Contingency:	2,667	9,874
Total Loan Required:	71,000	217,353
Half Time Manager:		

Notes:

- When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SG
- Assessment based on 350 Parcels/tracts/lots

No. of parcels	350
Yrly loan payment	34520

Increase in Assessments Needed:

To Pay off loan:	23	71
To pay Manager:		
Total Assessment:	23	71

4/5/04 ATE

Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on April 5, 2004
date

Pamela May
signature

3-29-04
date

4/5/04 MTG

Glastonbury Landowners Association, Inc.
Treasurer: Cynthia Blocker 406-333-9677
Post Office Box 312
Emigrant, MT 59027-0312

Invoice

Date	Invoice No.
04/03/04	2474

Bill To
Linda Ulrich (NG 33-F) P. O. Box 235 Emigrant, MT 59027

Terms	Land	Dwelling	Parcel Number
	1	1	NG 33F

Item	Description	Qty	Rate	Amount
Land '02	Land Assessment(s) 2002: June through Dec.		70.00	70.00
Land '03	Land Assessment 2003		120.00	120.00
Land '04	Land Assessment 2004		120.00	120.00
Dwelling '02	Dwelling Assessment(s) 2002: June through Dec.		70.00	70.00
Dwelling '03	Dwelling Assessment(s) 2003		120.00	120.00
Dwelling '04	Dwelling Assessment(s) 2004		120.00	120.00
Penalty	One-time Penalty 5% On 02 Assessments Past Due		7.00	7.00
Penalty	One-time Penalty 5% On 03 Assessments Past Due		12.00	12.00
Fin Chg	Finance Charges on Overdue Balance: 18%		72.93	72.93

Total $711.93

05/03/04 Revised Copy for Denise

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through March 2004

March

	Jan - Mar '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	11.38		
4. Sanitation Bond Account	500.00		
1. General Income - Other	0.00	18,967.50	-18,967.50
Total 1. General Income	1,092.64	18,967.50	-17,874.86
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	122.98		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	235.00		
07. Dwelling Assessment 2003	624.74		
08. Dwelling Assessment 2004	11,131.75		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	122.97		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	355.00		
15. Land Assessment 2003	924.74		
16. Land Assessment 2004	18,779.46		
2. Assessments - Other	120.00		
Total 2. Assessments	33,176.64		
3. Late Fees/Finance Charges			
1. Finance Charges	180.10		
2. Five Percent Penalty	34.50		
Total 3. Late Fees/Finance Charges	214.60		
Total Income	34,483.88	18,967.50	15,516.38
Expense			
A. Business Expenses			
1. Banking Fees	12.50		
5. Rentals	115.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	2,042.49	-2,042.49
Total A. Business Expenses	557.50	2,042.49	-1,484.99
B. Office Expense			
1. Copying	692.63		
2. Postage	783.74		
3. Office Supplies	105.69		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	549.99	-549.99
Total B. Office Expense	2,036.38	549.99	1,486.39
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	927.50		
3. Legal Council	688.00		
4. Professional Fees	2,774.37		
5. Secretarial	2,064.00		
6. Treasurer	348.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	4,174.98	-4,174.98
Total C. Professional Fees	8,215.27	4,174.98	4,040.29
D. Road Repairs & Maintenance			
1. Loan Payment	7,556.32		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	9,624.99	-9,624.99
Total D. Road Repairs & Maintenance	10,403.32	9,624.99	778.33
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	48.00		
E. General Expenses - Other	0.00	150.00	-150.00
Total E. General Expenses	168.00	150.00	18.00

GLA 01615

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through March 2004

	Jan - Mar '04	Budget	$ Over Budget
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan	24.00		
4. Recreation Area	54.64		
F. Misc. Projects - Other	0.00	2,424.99	-2,424.99
Total F. Misc. Projects	4,154.08	2,424.99	1,729.09
H. Discount	435.21		
Total Expense	25,969.76	18,967.44	7,002.32
Net Income	8,514.12	0.06	8,514.06

Glastonbury Landowners Association, Inc.
Balance Sheet
As of March 31, 2004

	Mar 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	13,766.41
1st National Bank Savings	7,710.03
Total Checking/Savings	21,476.44
Accounts Receivable	
Accounts Receivable	97,043.12
Total Accounts Receivable	97,043.12
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	117,946.06
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**117,947.06**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,700.91
Net Income	50,518.43
Total Equity	-126,365.25
TOTAL LIABILITIES & EQUITY	**117,947.06**

April 5, 2004

Glastonbury Landowners Association, Inc.
Income & Expense
March 2004

	Mar '04
Income	
1. General Income	
2. Interest Income	3.25
4. Sanitation Bond Account	250.00
Total 1. General Income	253.25
2. Assessments	
08. Dwelling Assessment 2004	250.00
16. Land Assessment 2004	370.00
Total 2. Assessments	620.00
Total Income	873.25
Expense	
A. Business Expenses	
1. Banking Fees	12.50
5. Rentals	75.00
Total A. Business Expenses	87.50
B. Office Expense	
1. Copying	154.88
2. Postage	35.38
4. Misc. Expenses	60.00
5. Refreshments	109.89
Total B. Office Expense	360.15
C. Professional Fees	
4. Professional Fees	2,749.37
5. Secretarial	840.00
6. Treasurer	24.00
7. Web Site	1,300.40
Total C. Professional Fees	4,913.77
D. Road Repairs & Maintenance	
4. Snow Removal	
4.1. Snow Plowing	90.00
4.2. Sanding	82.65
Total 4. Snow Removal	172.65
Total D. Road Repairs & Maintenance	172.65
E. General Expenses	
3. Miscellaneous	48.00
Total E. General Expenses	48.00
F. Misc. Projects	
2. Master Plan	24.00
4. Recreation Area	50.20
Total F. Misc. Projects	74.20

Clare Parker Bookkeeping Services 406-333-4614

	Mar '04
Total Expense	5,656.27
Net Income	**-4,783.02**

2004-04-19_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 19, 2004

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:10 p.m., at Golden Ratio Woodworks.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), , Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Janet Naclerio (Secretary)
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary)

2. **General Business**

2.1 Old Business

ACTION ITEM - **Proposed 2004 Budget.** David reviewed the proposed budget for 2004 along with revised paving costs based on membership meetings and new quotes from John Funizzi's paver. David distributed **"Proposed 2004 Budget Revised",** in which shows a balanced budget based on expected income. To balance the budget, he took most of the money out of road paving and snow plowing and put it into professional fees so that there would so that there would be enough to cover these services. He also added a column that shows how much money we have spent to date. He then distributed two lists showing the effects of the reduced budget for 2004 and 2005 based on the Board invoking the cost of living increase of assessments paragraph (11.03) of the covenants. The increase could not become effective until 2005 because the assessments have already been assessed. The board discussed the two lists showing the impact of a reduced budget

David then reviewed new costs estimates for paving based on new quotes from the paver. The estimates followed a suggestion in previous meetings with the membership so only those living on the new paved roads or above them would be charged for the paving costs. He suggested the Board may want to send out these new costs to landowners to see if the reduced costs and the revised payment plan would make a difference to the landowners whether to pave their roads or not. The Board discussed the options and an outline of a letter to landowners presenting the plan to them.

MOTION: Philip motioned and Pamela seconded that the GLA Board postpone its decision to send out a ballot regarding an increase in assessments to meet our budget shortfall until May 3, 2004 Board meeting after we learn from the Church if they will agree to our proposal to pay $15,000 for the Master Plan. Motion carried. (7 in favor; 1 opposed; 1 abstention)

2.2 New Business

Report on Meeting with Judith Filbert. David reported Judith Filbert was unable to give him an answer regarding paying GLA the $15,000. She offered to pay the Master Plan expenses. She just needed copies of receipts for the work that GLA has done thus far. The Board asked David to inform Judith that William Smith should get the quote on the guardrail costs, as it is the Church's project and responsibility.

File: MtgMins 04 19 04.doc
Draft(s); 05 03 04; 05 23 04 - Final
Approved: 06 07 04

32-D NG/Kathleen Ulrich Clean-up Issue: David reviewed Kathleen Ulrich progress on clean-up and explained that Kathleen must complete the agreed clean up within 30 days of the date on which she signs the final plan or GLA can begin the cleanup ourselves. Board agreed that our attorney should draw up a legally binding document for Kathleen to sign. It should include a clause that states if Kathleen does not complete her clean up within a specified time; she authorizes the GLA to complete her clean up.

3. **Next Meeting and Adjournment**
   The meeting was adjourned at 9:20 p.m. with no further business. The next meeting will be held on May 3, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

New Action Items:

GB041904.0 Philip Hoag to call Jerome Tweedy about moving his bus.

GB041904.1 David to meet Judith Filbert. **Done**

File: MtgMins 04 19 04.doc
Draft(s); 05 03 04; 05 23 04 - Final
Approved: 06 07 04

2004-04-19_BDGNAUX.pdf

4/[illegible]/04
North

Letter to landowners:

The results of the survey we conducted in February and March of this year indicated landowners did not want to increase their assessments for paving more roads or to raise assessments for GLA manager activities. We will respect that decision if landowners still feel that way. However, we wanted to make sure you have the facts before making a final decision and all landowners have the opportunity to vote yes or no. We had only about a third of the landowners responded to the survey. First, in the intervening time, our paver significant reduced his prices from $0.60 per square foot to $0.35 per square foot. And second, the Board does not feel it accurately presented the reasons behind requesting an increase for funding manager's type activities.

If the landowners do not want to raise their assessments this year, the Board obviously will abide by the vote. However in order for us to do this, we will have to drastically cut back our services and the projects we were planning for this year. This includes any road grading this year, reduced snow removal during the winter months of this calendar year, our work on resolving complaints and lawsuits, and possibly work on the Master Plan, etc. The Board feels that in order for it to enforce the covenants and complete the projects already started, it is necessary to increase assessments.

The covenants allow two ways to increase assessments. The first is by submitting to the landowners a ballot for a budget increase requiring 51% approval of the landowners in good standing. The second is to increase assessments a maximum of a 10% per year to cover inflationary costs. This second process does not required approval by the landowners. The Board is not sure how to cover the budgetary needs unless we submit an increase to landowners by ballot or to start increasing next year the assessments by 10% yearly until the budget needs are satisfied. The assessments are assessed at the beginning of the year. The only other option is to stop trying to enforce the covenants and just work on maintaining roads. The operations of the Glastonbury's then becomes a las sa far with little of no control of construction or subdividing land except by what landowners want to do on their own accord.

[The letter would continue detailing the reasons as described on the attached Lists of Services Not Rendered With Reduced 2004 and 2005 Budgets.]

4/19/04 (1)

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
1	**Income**	[illegible]		**75,870**			**76,971**			**75,481**
2	**Expenses:**			**75,870**			**96,140**			**82,110**
3	Business Expenses	557		**8,170**			**9,854**			**6,748**
4	Banking fees	13	100			101			13	
5	Gifts & donations	0	0			1000			0	
6	Insurance	0	6,100			6079			5248	
7	Licenses	0	30			15			30	
8	Lien Filing	0	600			1038			968	
9	Rentals	115	400			630			135	
10	Sanitation Bond Refunds	0	700			750			250	
11	Taxes	50	240			241			106	
12	Office Expenses	2,036		**2,200**			**4089**			**2,420**
13	Copying	692	750			1050			464	
14	Postage	763	550			1395			544	
15	Office Supplies	105	500			513			484	
16	Misc. Expenses	220	100			40			390	
17	Refreshments	254	300			329			263	
18	Petty cash account	[illegible]	0			763			275	
19	Professional Fees	8,216		**16,700**	**10,700**		**17349**			**10,046**
20	Accountant	408	100			95			85	
21	Bookkeeper	927	3,000			3024			2796	
22	Legal Council	668	1,100		1,900	2302			1126	
26	Manager	[illegible]	0						0	
27	Secretary	3,000	7,500			7503			5548	
28	Professional fees	[illegible]	**5,000**							
29	Independent Contractors	2,743	4,000		8,000	3453			0	
30	Treasuerer	288	300		300	291			323	
31	Web Site	1508	700		500	681			168	

GLA 01625

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
32	Road Repairs & Maintenance	10403		**38,500**	**10,500**		**52309**			**51,995**
33	Loan payment	7556	30,000			29625			29601	
34	Road Maintainence	0	**4,500**		**1,000**	6694			5547	
35	Misc. Maintenance	282	2,700			2552			3205	
36	Misc. Supplies	0	300			62			871	
37	Weed control	0	1,500		1,000	4080			1471	
38	Road Grading	0	1,150		6,850	7780			11738	
39	Snow removal	2564	**2,850**		**2,650**	**8210**			**5110**	
40	Snow Plowing	1552	1,600		2,400	6182			2923	
41	Sanding	1012	1,000			1478				
42	Snow fences	0	0			0			193	
43	Materials, sand	0	250		250	550				
44	General Expenses	168		**600**	**1,600**		**3118**			**1,533**
45	Cleanup Day	0	0		900	450			743	
46	Equipment Repair & Maint.	120	300		700	1769				
47	Miscellaneous	48	300			899			789	
48										
49	Misc. Projects	4154		**9,700**	**2,000**		**9421**		**9367**	**9,367**
50	Snow Plow	4078	4,000			938				
51	Master Plan	0	**3,700**		**1,000**	100				
52	Legal fees	0	1,000							
53	Postage	0	750		800					
54	Copies	0	750		500					
55	Contractors	0	1,000		1,000					
56	Misc	24	200							
57	Guardrails	0	0		1,000	1262				
58	Recreation Area	54	2,000			7122				
	Net Income			**0**	**24,800**		**(19,169)**			**(6,630)**

GLA 01626

4/19/04 (2)

GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
22	**Reduced legal council budget. May affect:**		
	Ability to follow through with cleanup of 32-D NG	May be large	~ $5,000
	Lawsuit on 48 NG. May loose some or all of the $4,800 in liens on this property. However, it is possible we may not be able to save the amount due to us anyway.	Little	
29	**Manager activities. This will affect or prevent finishing:**	Major	$5,000
	Most work on effecting cleanup on 32-D NG will need to stop	Large	
	* Will not have the budget to do paving study	Large	$500 - 750
	* Finish upgrading architectural review procedures	Minor	$240 - 480
	* Finish upgrading road maintenance procedures	Minor	
	* Confirming subdivided parcels & no. of house on properties	Medium	$240 - 480
	* Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ $400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	* Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	$500
30	**Treasurer. May reduce ability to update Data base and file liens**	Major	$300
	* This affects our ability to collect assessments and keep track of address changes.	Major	
31	**Web site. Reduces our ability to upgrade and make it more user friendly**	Minor	$700
37	**Weed control on roads. Little or no weed control this yr**	Medium	
38	**No more road grading this year.**	Medium	
39	**Reduced snow removal and sanding from previous yrs.**	Medium	
45	**No cleanup day**	Minor	
47	**Misc. expenses reduced by 60%**	?	

GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
51	**Master Plan approval. The church in a letter to us stated they will reimburse us 50% of what we spend to get the Plan approved. I don't believe we have enough money in the budget to finance our portion of the amount needed to gain ratification.**	Major	$1,500 - 3,000
57	**Guardrails,**		
	Can not repair guardrails on Capricorn	Medium	$1,000 - 2,000
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the $15,000 mentioned in their letter to GLA.	Medium	$2,000 - 3,000
57.1	**Move SG interence sign**	Medium	$500

Covenants sections not being followed:

5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.

5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys

6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

4/19/04 (4

GLA

List of Services Not Rendered With Reduced 2005 Budget

4/15/2004

Line No.	Description	Impact	Budget Needed
22	**Reduced legal council budget. May affect:**		
	Ability to follow through with cleanup of 32-D NG	May be large	~ $5,000
29	**Manager activities. This will affect or prevent finishing:**	Major	$5,000
	May still affect cleanup on 32-D NG depending on how well mediation works.	May be large	
	Will not have the budget to do paving study	Large	$500 - 750
	Finish upgrading architectural review procedures	Minor	$240 - 480
	Finish upgrading road maintenance procedures	Minor	
	Confirming subdivided parcels & no. of house on properties	Medium	$240 - 480
	Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ $400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	$500
37	**Weed control on roads. Reduce from normal weed control. Only spraying once during the year.**	Medium	
38	**Reduced grading, about 60% less than previous years**	Medium	
39	**Slightly reduced snow removal depending on severity of winter**	Minor	
45	**No cleanup day**	Minor	
51	**Master Plan approval. Depending on what is accomplished in 2004 may see impact on ratifying Master Plan.**	Major	$1,500
57	**Guardrails, can only do one of the guardrail projects**		
	Can not repair guardrails on Capricorn	Medium	$1,000 - 2,000

GLA

List of Services Not Rendered With Reduced 2005 Budget

4/15/2004

Line No.	Description	Impact	Budget Needed
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the $15,000 mentioned in their letter to GLA.	Medium	$2,000 - 3,000

Covenants sections not being followed:

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5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys

6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
North Glastonbury Ballot

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – all landowner votes on this issue)

   - Approve assessment increase of $70 per year to cover operating expenses.

   Approve: [ ]
   Disapprove: [ ]

2. Seal existing paved roads (Affects NG landowners – all landowners owning land **in NG** land vote on this issue)

   - Assessment increase of **$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG. People owning land in NG vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

3. Pave rest of Sirus past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 through 7 and the Church for the GAV residents.

   - Assessment increase of **$51 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 through 7. The Church and those owning land in these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 through 40 and 57 through 70).

   - Assessment increase of **$37 per year** for North Glastonbury landowners of Parcels 35 through 40 and 57 through 70. People who one land on one of these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

   - Assessment increase of **$77 per year** for North Glastonbury landowners of Parcels 29, 30, and 32 through 34. People who own land on one of these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

File: DraftBallots

Glastonbury Landowners Association, Inc.

DRAFT SOUTH GLASTONBURY BALLOT
South Glastonbury Ballot

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – all landowner votes on this issue)

   - Approve assessment increase of $70 per year to cover operating expenses.

   Approve: [ ]
   Disapprove: [ ]

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

   - Assessment increase of **$105 per year** for South Glastonbury landowners of Parcels 25, 27 through 41, and 47 and 52. People who own land on these parcels vote on this issue.

   Approve: [ ]
   Disapprove: [ ]

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

   - Assessment increase of **$97 per year** for South Glastonbury landowners of Parcels 42 through 46 and 48 through 51. People who own land on these parcels vote on this issue.
   -

   Approve: [ ]
   Disapprove: [ ]

File: DraftBallots

Glastonbury Landowners Association
COST OF PAVING SELECT ROADS

4/5/2004

Road From	To	Priority	Flag	Dist. mi	Dist. feet	Area sf	Glastonbury	Total Miles	Dollars	"A" Total Dollars	"B" Total Dollars	No. of Parcels	Sf	Cost to those Benefiting	Parcels Benefiting
South Glastonbury										$0	$75,398				
Arcturus							S	1.3							
Dry Creek	Pallas Circle	B	1	0.7	3696	88,704	S		31,046		31,046	63	57,658	**105**	25,27-41,47,52
Pallas Circle	Cor Leonius	B		0.2	1056	25,344	S		8,870		8,870				
Cor Leonius	Hesperus	B		0.4	2112	50,688	S		17,741		17,741				
Hesperus	End of Arcturus			0.3	1584	38,016	S								
Leo							S								
Arcturus	Top of grade	B	1	0.4	2112	50,688	S		17,741		17,741	21	17,741	**97**	42-46,48-51
Top of grade	Leo Lane			0.2	1056	25,344	S								
North Glastonbury										$53,333	$68,747				
Sirus - Taurus							N	2.4	**Miles:**	0.00	1.55				
Aries	Taurus	B	1	0.4	2112	50,688	N		17,741		17,741	75	42,134	**65**	gav,1,2,5-7
Sirus	Top of grade	B		0.35	1848	44,352	N		15,523		15,523				
Top of grade	End of Taurus	B	1	0.2	1056	25,344	N		8,870		8,870				
Capricorn							N								
Gemini	Venus	C	1	0.35	1848	44,352	N		15,523						
Venus							N								
Capricorn	Ranttelo's house	B	1	0.3	1584	38,016	N		13,306		13,306	20	13,306	**77**	29,30,32-34
Gemini							N								
Capricorn	Orion	B	1	0.3	1584	38,016	N		13,306		13,306	41	13,306	**37**	35-40,57-70
Orion							N								
Gemini	Evening Star			0.5	2640	63,360	N								
Chip Sealing															
Capricorn, Aries, Sirus		A		3.2	16896	405,504			53,333	53,333		179	53,333	**34**	

Chip Seal for existing NG Roads:

Total:	$53,333	$144,146
Subtotal:	$53,333	$197,479
Road Prep:	$15,000	$10,000
5% Contingency:	2,667	9,874
Total Loan Required:	71,000	217,353
Half Time Manager:		

Notes:

- When we paved previously we paved 3.2 miles of roads in NG and 1 85 miles in SG
- Assessment based on 350 Parcels/tracts/lots

No. of parcels	350
Yrly loan payment	34520

Increase in Assessments Needed:

To Pay off loan:	23	71
To pay Manager:		
Total Assessment:	23	71

GLA 01633

Smith 4/19/04

Letter to landowners:

The results of the survey we conducted in February and March of this year indicated landowners did not want to increase their assessments for paving more roads or to raise assessments for GLA manager activities. We will respect that decision if landowners still feel that way. However, we wanted to make sure you have the facts before making a final decision and all landowners have the opportunity to vote yes or no. We had only about a third of the landowners responded to the survey. First, in the intervening time, our paver significant reduced his prices from $0.60 per square foot to $0.35 per square foot. And second, the Board does not feel it accurately presented the reasons behind requesting an increase for funding manager's type activities.

If the landowners do not want to raise their assessments this year, the Board obviously will abide by the vote. However in order for us to do this, we will have to drastically cut back our services and the projects we were planning for this year. This includes any road grading this year, reduced snow removal during the winter months of this calendar year, our work on resolving complaints and lawsuits, and possibly work on the Master Plan, etc. The Board feels that in order for it to enforce the covenants and complete the projects already started, it is necessary to increase assessments.

The covenants allow two ways to increase assessments. The first is by submitting to the landowners a ballot for a budget increase requiring 51% approval of the landowners in good standing. The second is to increase assessments a maximum of a 10% per year to cover inflationary costs. This second process does not required approval by the landowners. The Board is not sure how to cover the budgetary needs unless we submit an increase to landowners by ballot or to start increasing next year the assessments by 10% yearly until the budget needs are satisfied. The assessments are assessed at the beginning of the year. The only other option is to stop trying to enforce the covenants and just work on maintaining roads. The operations of the Glastonbury's then becomes a las sa far with little of no control of construction or subdividing land except by what landowners want to do on their own accord.

[The letter would continue detailing the reasons as described on the attached Lists of Services Not Rendered With Reduced 2004 and 2005 Budgets.]

Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
Ballot X

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]**
  Disapprove: [ ]

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)

- Assessment increase of **$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG

Approve: [ ]
Disapprove: [ ]

3. Pave rest of Sirus past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.

- Assessment increase of **$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7.

Approve: [ ]
Disapprove: [ ]

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 thru 40 and 57 thru 70).

- Assessment increase of **$37 per year** for North Glastonbury landowers of Parcels 35 through 40 and 57 through 70.

Approve: [ ]
Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of **$77 per year** for North Glastonbury landowers of Parcels 29, 30, and 32 through 34.

Approve: [ ]
Disapprove: [ ]

File: DraftBallots

Glastonbury Landowners Association, Inc.

DRAFT SOUTH GLASTONBURY BALLOT
Ballot Y

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: [ ]**
  Disapprove: [ ]

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

- Assessment increase of **$105 per year** for South Glastonbury landowers of Parcels 25, 27 through 41, and 47 and 52.

  Approve: [ ]
  Disapprove: [ ]

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

- Assessment increase of **$77 per year** for South Glastonbury landowers of Parcels 42 through 46 and 48 through 51.

  Approve: [ ]
  Disapprove: [ ]

File: DraftBallots

DRAFT SOUTH GLASTONBURY BALLOT
Ballot Y

Please vote for those items listed for the parcels you own:

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  Approve: [ ]
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File: DraftBallots

Glastonbury Landowners Association, Inc.

DRAFT NORTH GLASTONBURY BALLOT
Ballot X

Please vote for those items listed for the parcels you own:

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  Disapprove: [ ]

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  Approve: [ ]
  Disapprove: [ ]

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of **$77 per year** for North Glastonbury landowers of Parcels 29, 30, and 32 through 34.

  Approve: [ ]
  Disapprove: [ ]

File: DraftBallots

GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
22	**Reduced legal council budget. May affect:**		
	Ability to follow through with cleanup of 32-D NG	May be large	~ $5,000
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29	**Manager activities. This will affect or prevent finishing:**	Major	$5,000
	Most work on effecting cleanup on 32-D NG will need to stop	Large	
	* Will not have the budget to do paving study	Large	$500 - 750
	* Finish upgrading architectural review procedures	Minor	$240 - 480
	* Finish upgrading road maintenance procedures	Minor	
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	* Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ $400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	* Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	$500
30	**Treasurer. May reduce ability to update Data base and file liens**	Major	$300
	* This affects our ability to collect assessments and keep track of address changes.	Major	
31	**Web site. Reduces our ability to upgrade and make it more user friendly**	Minor	$700
37	**Weed control on roads. Little or no weed control this yr**	Medium	
38	**No more road grading this year.**	Medium	
39	**Reduced snow removal and sanding from previous yrs.**	Medium	
45	**No cleanup day**	Minor	
47	**Misc. expenses reduced by 60%**	?	

GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
51	**Master Plan approval. The church in a letter to us stated they will reimburse us 50% of what we spend to get the Plan approved. I don't believe we have enough money in the budget to finance our portion of the amount needed to gain ratification.**	Major	$1,500 - 3,000
57	**Guardrails,**		
	Can not repair guardrails on Capricorn	Medium	$1,000 - 2,000
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the $15,000 mentioned in their letter to GLA.	Medium	$2,000 - 3,000
57.1	**Move SG interence sign**	Medium	$500

Covenants sections not being followed:

5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.

5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys

6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
1	**Income**	2465.27		**75,870**			**76,971**			**75,481**
2	**Expenses:**			**75,870**			**96,140**			**82,110**
3	Business Expenses	557		**8,170**			**9,854**			**6,748**
4	Banking fees	13	100			101			13	
5	Gifts & donations	0	0			1000			0	
6	Insurance	0	6,100			6079			5248	
7	Licenses	0	30			15			30	
8	Lien Filing	0	600			1038			968	
9	Rentals	115	400			630			135	
10	Sanitation Bond Refunds	0	700			750			250	
11	Taxes	50	240			241			106	
12	Office Expenses	2,036		**2,200**			**4089**			**2,420**
13	Copying	692	750			1050			464	
14	Postage	763	550			1395			544	
15	Office Supplies	105	500			513			484	
16	Misc. Expenses	220	100			40			390	
17	Refreshments	234	300			329			263	
18	Petty cash account	22	0			763			275	
19	Professional Fees	8,215		**16,700**	**10,700**		**17349**			**10,046**
20	Accountant	116	100			95			85	
21	Bookkeeper	937	3,000			3024			2796	
22	Legal Council	688	1,100		1,900	2302			1126	
26	Manager		0						0	
27	Secretary	2,063	7,500			7503			5548	
28	Professional fees		**5,000**							
29	Independent Contractors	2,779	4,000		8,000	3453			0	
30	Treasuerer	148	300		300	291			323	
31	Web Site	1,308	700		500	681			168	

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004 Subtotal	YEAR 2004 Total	Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
32	Road Repairs & Maintenance	10,403		**38,500**	**10,500**		**52309**			**51,995**
33	Loan payment	7,556	30,000			29625			29601	
34	Road Maintainence	0	**4,500**		**1,000**	6694			5547	
35	Misc. Maintenance	2,538	2,700			2552			3205	
36	Misc. Supplies	0	300			62			871	
37	Weed control	0	1,500		1,000	4080			1471	
38	Road Grading	0	1,150		6,850	7780			11738	
39	Snow removal	2,564	**2,850**		**2,650**	**8210**			**5110**	
40	Snow Plowing	1,552	1,600		2,400	6182			2923	
41	Sanding	1,012	1,000			1478				
42	Snow fences	0	0			0			193	
43	Materials, sand	0	250		250	550				
44	General Expenses	168		**600**	**1,600**		**3118**			**1,533**
45	Cleanup Day	0	0		900	450			743	
46	Equipment Repair & Maint.	120	300		700	1769				
47	Miscellaneous	48	300			899			789	
48										
49	Misc. Projects	4,154		**9,700**	**2,000**		**9421**		**9367**	**9,367**
50	Snow Plow	4,000	4,000			938				
51	Master Plan	0	**3,700**		**1,000**	100				
52	Legal fees	0	1,000							
53	Postage	0	750		800					
54	Copies	0	750		500					
55	Contractors	0	1,000		1,000					
56	Misc	54	200							
57	Guardrails	0	0		1,000	1262				
58	Recreation Area	54	2,000			7122				
	Net Income			**0**	**24,800**		**(19,169)**			**(6,630)**

GLA 01642

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED Subtotal	YEAR 2005 PROPOSED Total	YEAR 2005 PROPOSED Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
32	Road Repairs & Maintenance		**43,000**	**6,500**		**52309**			**51,995**
33	Loan payment	30,000			29625			29601	
34	Road Maintainence	**5,000**		**500**	6694			5547	
35	Misc. Maintenance	2,700			2552			3205	
36	Misc. Supplies	300			62			871	
37	Weed control	2,000		500	4080			1471	
38	Road Grading	3,000		5,000	7780			11738	
39	Snow removal	**5,000**		**1,000**	**8210**			**5110**	
40	Snow Plowing	3,000		1,000	6182			2923	
41	Sanding	1,500			1478				
42	Snow fences	0			0			193	
43	Materials, sand	500			550				
44	General Expenses		**1,300**	**900**		**3118**			**1,533**
45	Cleanup Day	0		900	450			743	
46	Equipment Repair & Maint.	1,000			1769				
47	Miscellaneous	300			899			789	
48									
49	Misc. Projects		**6,640**	**2,400**		**9421**		**9367**	**9,367**
50	Snow Plow				938				
51	Master Plan	**3,200**		**1,400**	100				
52	Legal fees	1,000							
53	Postage	500		200					
54	Copies	500		200					
55	Contractors	1,000		1,000					
56	Misc	200							
57	Guardrails	1,440		1,000	1262				
58	Recreation Area	2,000			7122				
	Net Income		**50**	**16,100**		**(19,169)**			**(6,630)**

4/19/04 (3)

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED Subtotal	YEAR 2005 PROPOSED Total	YEAR 2005 PROPOSED Additional Needed	YEAR 2003 TOTALS Subtotals	YEAR 2003 TOTALS Totals	Notes	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals
1	**Income**		**83,460**			**76,971**			**75,481**
2	**Expenses:**		**83,410**			**96,140**			**82,110**
3	Business Expenses		**8,170**			**9,854**			**6,748**
4	Banking fees	100			101			13	
5	Gifts & donations	0			1000			0	
6	Insurance	6,100			6079			5248	
7	Licenses	30			15			30	
8	Lien Filing	600			1038			968	
9	Rentals	400			630			135	
10	Sanitation Bond Refunds	700			750			250	
11	Taxes	240			241			106	
12	Office Expenses		**2,200**			**4089**			**2,420**
13	Copying	750			1050			464	
14	Postage	550			1395			544	
15	Office Supplies	500			513			484	
16	Misc. Expenses	100			40			390	
17	Refreshments	300			329			263	
18	Petty cash account	0			763			275	
19	Professional Fees		**22,100**	**6,300**		**17349**			**10,046**
20	Accountant	100			95			85	
21	Bookkeeper	3,000			3024			2796	
22	Legal Council	1,700		1,300	2302			1126	
26	Manager	0						0	
27	Secretary	7,500			7503			5548	
28	Professional fees	9,800							
29	Independent Contractors	8,000		5,000	3453			0	
30	Treasurer	600			291			323	
31	Web Site	1,200			681			168	

2004-05-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 3, 2004

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:17 p.m., at Golden Ratio Woodworks. Philip gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT:
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary)

2. **Reading and Disposition of the Minutes**

April 5, 2004 Meeting Minutes
MOTION: JT motioned and Pamela seconded to approve the April 5, 2004 meeting minutes as written. Motion carried.

November 15, 2003 Annual Meeting for Glastonbury Landowners
MOTION: Philip motioned and Charlotte seconded to approve the November 15, 2003 annual meeting minutes for Glastonbury Landowners as written. Motion carried.

3. **General Business**

3.1 Old Business
ACTION ITEM – 2004 Budget & Paving. Tabled.
ACTION ITEM – Send letter re: rabies shots for pets. Tabled.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia distributed the "April 2004 Bank Transactions," "Balance Sheet As of April 30, 2004" and "Income and Expense Budget Overview; January through April 2004" to the Board for review.

4.1.1 Old Business. None.
ACTION ITEM – Send LaShomb letter to Denise. Tabled.
ACTION ITEM - Send copies of L. Ullrich correspondence to Denise. Tabled.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business
ACTION ITEM – Status of Gelderloos shop construction. **Tabled.**
ACTION ITEM – Send approval notice to P. May and refund her $250 sanitation bond. **Done.**
ACTION ITEM - Send final approval notice to Wallace (36-C/SG) and transfer sanitation bond to his new construction on 36-D/SG. **Done.**

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Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

ACTION ITEM - Send preliminary approval notice of Wallace for 36-D/SG. **Done.**

Parcel 56 (NG), Kathleen Rakela - Sign Application. The Board discussed Kathleen's new letter, dated April 9, 2004 and sign application. The letter states: (1) The information that the GLA received from the sheriff's office concerning the vandalism of her statues as being a misdemeanor, etc., was inaccurate; (2) The crime was actually a felony which carries a 5-year statutes of limitation for the conviction and prosecution of the violator; and (3) A request that the GLA review her sign application again.
MOTION: Philip motioned and Pamela seconded to write to Kathleen Rakela asking her to provide a written statement from the sheriff's department that the vandalism is a felony and carries five-year statutes of limitation before the Board can act on her request. Motion carried.
AMENDMENT TO MOTION: Cynthia motioned and Charlotte seconded that our lawyer review the letter prior to sending it to Kathleen. Motion did not carry. (8-Not in favor; 2- In favor).

Parcel 97 & 98 (SG) Kathleen Ramp - Building Application for Commercial Development of 3 Houses, 8 Cabins and an Event Center. David noted that it appears that Kathleen Ramp's subdivision has not been approved by the county. Pamela will research again to see if the property was divided by family conveyance.
MOTION: Edwin motioned and Philip seconded to send a written response to Kathleen Ramp regarding her building application on Parcels 97 & 98 as follows: The GLA is in the process of reviewing your building application. Before completing our review, we will need documentation that division of property has occurred and has been approved by the County. CC to: Gerald Dubiel. Motion carried.

Parcel 22-E (SG), SG Teaching Center (Neil Kremer) – Meditation Building Application
The Board discussed that Neil needs to provide documentation that the building is approved by state and county for either private or public use.
MOTION: Pamela motioned and James seconded to approve the Parcel 22-E meditation building on the condition that Neil Kremer provides required approval from appropriate local or state agencies for the project, including electrical, water and sewer systems. Neil must also submit a drawing for the parking lot, which the GLA must review before approving. Motion carried

Parcel 26 (NG), Graafland – Subdivision Application for Final Approval
MOTION: Philip motioned and James seconded to grant final approval to P. Graafland's Parcel 26 (NG) Subdivision application. Motion carried.
County Commissioners/Subdivisions
The Board discussed the importance of having the County Commissioners agree that they will not approve a subdivision until the GLA has approved it. Philip volunteered to draft a letter to Ed Schilling and the County Commissioners regarding this procedure and follow up with a

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Approved: 06 07 04:

phone call to Ed. Letter should include a copy of Section IV, 9.01-9.05 of the Glastonbury Covenants.

Parcel 83 (SG) Everett Johnston – Letter of Application for Construction of Cabin
James presented Everett Johnston's letter application for constructing an 840 sf cabin. James indicated that he asked Everett to use GLA's application forms. The Board discussed the letter application and agreed that Everett would be required to: (1) Flag his property line between Parcel 83 and 84 (SG); (2) Submit to the GLA a plat map showing the location of the cabin and the driveway; and (3) Apply for use of the surface water per Section 5.11 of the Covenants. James will inform Everett of the above.

Everett Johnston's Gate on Hercules Road: It was reported that Johnston built a gate on Hercules Road without GLA authorization. The Board agreed that the GLA will write to Johnston stating: (1) The GLA is the only party authorized to put up gates on platted roads in Glastonbury; (2) The GLA would be open to allowing the gate to remain provided Everett submits an application for the gate to the GLA; otherwise it needs to be removed, and (3) The gate needs to remain open except during the normal hunting season, and it may not be locked at any time.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Caspari Way. **Road Repairs:** David reported that he spoke with Judith (from the Church) who stated the Church appears to be willing to remove the material sloughing on Caspari Road. David explained that the GLA had originally requested the Church's repairs should include installing a culvert. On further inspection, it was found that John Alexander's driveway was blocking runoff from flowing to an existing culvert. Therefore, it was agreed that Alexander is responsible to re-grade his driveway or install a culvert to solve the ponding issue.

Guardrails: David reported that Judith (from the Church) suggested that the landowners who use Caspari Road to get to their property should handle the guardrail expense. These landowners include the Church (2 parcels), Henry Lee and John Alexander. John Alexander will need to be approached concerning this matter.

ACTION ITEM – Send last year's weed spraying bill to county for refund. Tabled.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business.

ACTION ITEM – Status of Parcel 32 (NG) Ullrich. Tabled.
ACTION ITEM – Status of removing rock pile above culvert. Tabled.
ACTION ITEM – Status of Cleanup on Hansard property. Tabled.

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Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

ACTION ITEM – Status of Nye's dog complaint. Tabled.
ACTION ITEM – Find names and address of others needing dog letter. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Determine the GLA board members who will attend each neighborhood meeting. (For detailed information regarding neighborhood meetings, see the April 26, 2004 Master Plan Neighborhood Meeting Announcement sent to all landowners attached.) The Board agreed that the following board members will attend the meetings.

Hosts for South Glastonbury	**Hosts for North Glastonbury**
Area 1 – David	Area 1 – Charlotte, Edwin & Philip
Area 2A – JT	Area 2 – James & Janet
Area 2B – Pamela & Orlando	Area 3 – Philip & Edward

Materials to Be Provided to Neighborhood Meeting Hosts

(1) An agenda
(2) Sign-in sheet
(3) Poster board for notes
(4) Maps of the neighborhood areas
(5) List of subdivisions
(6) List of parcels/names of owners for the host's specific neighborhood
(7) Current Master Plan (Rev. 3)

Neighborhood Meeting Agenda

(1) Opening prayer
(2) Hosts announces meeting will last 2 hours. (Host may decide, based on his/her and attendees' timelines, if meeting will last longer.)
(3) Personal introductions
(4) Discuss desired modifications to density tables and record voting results
(5) Discuss allowing triplexes & quadplexes on parcels contiguous to the village center land and record voting results.
(6) Discuss additional issues that attendees decide upon as time allows. If additional issues come up that cannot be discussed, a list of these issues can be submitted to the GLA board.

ACTION ITEM - Subdivision and Reclamation Standards. Tabled.

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Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

4.5.2 New Business.

David reported that Judith (from the Church) stated that the Church is not willing to pay the GLA the $15,000 matching funds for the Master Plan. The agreement originally involved paying the GLA in matching funds. The Church *will* pay for Master Plan expenses when the GLA submits the appropriate receipts and documents.

David reported that Judith is willing to meet on May 17, 2004 with a couple of Board members to discuss what might be the Church's plan for the village centers. The Board suggested the GLA send a letter to Judith listing the issues to be discussed at the meeting and copying the Church's presidents. If it becomes apparent that there is no resolution on the more important items (E.g. mineral and water rights) the GLA Board may decide to address the Church Board directly concerning these issues. The agenda items to be discussed at the meeting would be:

1) The North Glastonbury and South Glastonbury Village Center Areas
2) Water Rights
3) Mineral Rights
4) Summit University College
5) Discuss and resolve past problems/misperceptions between the GLA and the Church

The GLA board also discussed researching whether GLA currently has title to all of Sirius Road. If GLA does not have title, this issue should be added to the agenda list for the above meeting.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.6.1 Old Business

ACTION ITEM - Status Report on legal formation of PVRC. Tabled.
ACTION ITEM – Filing Parcel 16-A as part of Glastonbury. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair . No report

4.8 Clean-up Committee – No current Chair. No report

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No report

5. Other Business

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.
ACTION ITEM – Filing Resolution to include Parcels 23-A (SG) & 14-A (NG) in Glastonbury. Tabled

6. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held on June 7, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

File: MtgMins 05 03 04 Rev1.doc
Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

NEW ACTION ITEMS:

AR050504.1 Denise to send letter to Kathleen Rakela re: sign application. **Done.**

AR050504.2 Pamela to research Ramp division of property to determine if it's a family conveyance. **Done.**

AR050504.3 Denise to send letter to K. Ramp re: building application for 97 & 98 (SG). **Done.**

AR050504.5 Pamela to speak to N. Kremer re: Parcel 22-E (SG) Meditation Building application. **Done.**

AR050504.6 Denise to send letter to N. Kremer re: Parcel 22-E (SG) Meditation Building application. **Done.**

AR050504.7 Denise to send final approval to Graafland re: Parcel 26 (NG) subdivision application. **Done.**

AR050504.8 Philip to draft letter to Ed Schilling and the County Commissioners re: GLA subdivision approval policy and send to David and Denise.

AR050504.9 Philip to call Ed Schilling after letter to County Commissioners re: GLA subdivision approval policy has been sent.

AR050504.10 James to contact E. Johnston re: building application on Parcel 83 (SG). **Done.**

AR050504.11 Denise to send letter to E. Johnston re: building application on Parcel 83 (SG).

AR050504.12 Denise to draft letter to E. Johnston re: gate on Hercules Road. **Done.**

MP050504.1 David/Denise: Draft, xerox and deliver meeting materials to neighborhood hosts. **Done.**

MP050405.2 David to send letter to Judith re: agenda for meeting with her on May 17.

MP050405.3 Pamela to research if the GLA has the title to or an easement on Sirius Way

File: MtgMins 05 03 04 Rev1.doc
Draft(s): 05 05 04; 05 13 04; 05 18 04-FINAL
Approved: 06 07 04:

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
May 3, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   April 5, 2004 Minutes
   November 2003 Annual Mtg Minutes

3. **General Business**
   3.1 Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Send letter re. rabies shots for pets

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. **Old Business**
   ACTION ITEM – Send LaShomb ltr to Denise
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. **New Business**

   4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. **Old Business**
   ACTION ITEM – *[James]* Status of Gelderloos shop construction
   ACTION ITEM – *[Denise/Cynthia]* Send approval notice to May and refund her $250 sanitation bond
   ACTION ITEM – *[Denise/Cynthia]* Send final approval notice to Wallace (36-C SG) & transfer sanitation bond to his new construction on 36-D SG
   ACTION ITEM – *[Denise]* Send preliminary approval notice to Wallace for 36-D SG

   4.2.2. **New Business**
   Parcel 56 NG, Rakela – Sign application
   Parcel 97 & 98 SG, Kathleen Ramp – Building application
   Parcel 22-E SG, SGTC – Building application
   Parcel 26 NG, Graffland - Subdivision

   4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. **Old Business**
   ACTION ITEM – *[David]* Caspri Way
   ACTION ITEM – *[Cynthia]* Send last years weed spraying bill to county for refund

   4.3.2. **New Business**

   4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
   4.4.1. **Old Business**
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
   ACTION ITEM – *[David]* Status of removing rock pile above culvert
   ACTION ITEM – *[David]* Status of Cleanup on Hansard property

ACTION ITEM – *[David]* Status of Nye's dog compliant
ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. **New Business**

4.5. **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1. **Old Business**
ACTION ITEM – Determine Board Member attending each Neighborhood
ACTION ITEM – Subdivision and Reclamation Standards

4.5.2. **New Business**

4.6. **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1. **Old Business**
ACTION ITEM – Status Report on legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. **New Business**

4.7. **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. **Old Business**
ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. **New Business**

4.8. **Clean-up Committee Report** –, Chair

4.9. **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. **Other Business**
5.1. Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. **Next Meeting and Adjournment**

File: MtgAgenda 050304

05/03/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of April 30, 2004

	Apr 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	14,007.14
1st National Bank Savings	7,714.10
Total Checking/Savings	21,721.24
Accounts Receivable	
Accounts Receivable	91,840.01
Total Accounts Receivable	91,840.01
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	112,987.75
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**112,988.75**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,040.66
Net Income	46,220.37
Total Equity	-131,323.56
TOTAL LIABILITIES & EQUITY	**112,988.75**

05/03/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through April 2004

	Jan - Apr '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	15.45		
4. Sanitation Bond Account	500.00		
1. General Income - Other	0.00	25,290.00	-25,290.00
Total 1. General Income	1,096.71	25,290.00	-24,193.29
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	150.00		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	355.00		
07. Dwelling Assessment 2003	671.90		
08. Dwelling Assessment 2004	12,651.03		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	150.00		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	475.00		
15. Land Assessment 2003	971.90		
16. Land Assessment 2004	21,440.41		
2. Assessments - Other	120.00		
Total 2. Assessments	37,745.24		
3. Late Fees/Finance Charges			
1. Finance Charges	211.00		
2. Five Percent Penalty	46.50		
Total 3. Late Fees/Finance Charges	257.50		
Total Income	39,099.45	25,290.00	13,809.45
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	2,723.32	-2,723.32
Total A. Business Expenses	835.00	2,723.32	-1,888.32
B. Office Expense			
1. Copying	712.27		
2. Postage	787.81		
3. Office Supplies	109.94		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	733.32	-733.32
Total B. Office Expense	2,064.34	733.32	1,331.02
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,533.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	3,580.37		
5. Secretarial	2,778.00		
6. Treasurer	480.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	5,566.64	-5,566.64
Total C. Professional Fees	12,542.02	5,566.64	6,975.38
D. Road Repairs & Maintenance			
1. Loan Payment	7,556.32		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	12,833.32	-12,833.32

GLA 01656

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through April 2004

	Jan - Apr '04	Budget	$ Over Budget
Total D. Road Repairs & Maintenance	10,403.32	12,833.32	-2,430.00
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	48.00		
E. General Expenses - Other	0.00	200.00	-200.00
Total E. General Expenses	168.00	200.00	-32.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	246.00		
2. Master Plan - Other	24.00		
Total 2. Master Plan	315.96		
4. Recreation Area	79.74		
F. Misc. Projects - Other	0.00	3,233.32	-3,233.32
Total F. Misc. Projects	4,471.14	3,233.32	1,237.82
H. Discount	435.21		
Total Expense	30,919.03	25,289.92	5,629.11
Net Income	8,180.42	0.08	8,180.34

2004-06-07_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 7, 2004

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), , Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Janet Naclerio (Secretary), Cynthia Blocker (Treasurer)
PROXIES: Janet Naclerio (Secretary) to James Kozlik
ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner)

2. **Reading and Disposition of the Minutes General Business**

May 3, 2004 Minutes

MOTION: Edward Anderson motioned and Edwin Johnson seconded to approve The May 3, 2004 meeting minutes Motion carried.

April 19, 2004 Budget Meeting Minutes

MOTION: Charlotte Mizzi motioned and Edward Anderson seconded to approve the April 19, 2004 meeting minutes. Motion carried.

3. **General Business**

3.1 Old Business

ACTION ITEM - 2004 Budget & Paving, Tabled.

ACTION ITEM – Draft letter re. rabies shots for pets. Done.

ACTION ITEM – *[David]* Status of mtg w/ Judith Filbert. Tabled.

ACTION ITEM – *[Pamela]* Status of research on ownership of Sirius Way. Tabled.

3.2 New Business

Contractor Waiver Policy and Family Conveyances

David reported that some landowners have received inaccurate information from Board members concerning GLA policies, specifically related to the contractors waiver policy and family conveyances. He clarified that when a landowner receives a contractor's waiver, he/she is not eligible to receive the votes that would represent the parcels for which assessment waivers have been granted. Re: the family conveyance issue: State has a regulation that any parcel of 160 acres or less can be conveyed to family members. Park County requires family members to sign affidavits which state that they won't sell their properties for two years. David urged the Board to study the Covenants, and if ever they are not 100% certain about a policy, to research it before offering a definitive statement.

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Amended: 09 15 04 -Final
Approved: 09 13 04

David also reported that Section 9.01 of the GLA Covenants states that "conveyances" must be reviewed and approved by the GLA Board.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
On behalf of Cynthia, Pamela passed out the "May 2004 BankTransactions for 2004" and "2004 List of Delinquent Accounts-GLA." Pamela explained that Clare was unable to submit "Balance Sheet As of May 30, 2004" and "Income and Expense Budget Overview January through May 2004" due to personal emergencies; Clare will forward these to David, Cynthia and Denise in near future.

4.1.1 Old Business
ACTION ITEM – Send LaShomb ltr to Denise. Done.

ACTION ITEM – Send copies of L. Ullrich correspondence to Denise. Done.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business
ACTION ITEM – Status of Parcel 33-A/ Paul Gelderloos' Shop Construction. The Board discussed that the shop is completed, but it appears as though an appartment may be being added to the shop . This apartment addition to the Gelderloos garage has not been approved by the GLA and an application needs to be submitted.
MOTION: James Kozlik motioned and James Trisdale seconded to send Gelderloos a letter that states if he plans to construct an additional apartment or extension to his shop, he will need to submit an application that is approved by the GLA Board before proceeding with the construction. Motion carried.
ACTION ITEM – Send letter to Rakela re: Sign on 56 NG. Done.

ACTION ITEM – Send approval notice to Neil Kremer (22-E SG). Done.
David reported that Neil gave him a building permit from the State that approved his project. James reviewed this permit and pointed out that it is only a building permit and that it states that Neil is not in compliance with electrical permits, etc.
MOTION: Philip motioned and JT seconded to grant approval on the construction of the meditation center on 22-E on the conditions that: (1) He submits parking lot plans; and (2) If, in the future, he decides to put in an electrical or septic system, he needs to submit the proper permits from the County and/or State to the GLA Board for approval. Motion carried.

ACTION ITEM – Send final approval notice to Graffland for 26 NG. Done.

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Draft(s); 06 22 04
Amended: 09 15 04 -Final
Approved: 09 13 04

ACTION ITEM – Parcel 97 & 98 (SG)/ Kathleen Ramp Building Application for Commercial Development of 3 Houses, 8 Cabins and an Event Center. Pamela acquired "Fire Protection Guidelines for Wildland Residential Interface Development" (July 1993) as research for standards of approval for the Ramp building application in High South. She distributed to the Board a list of questions that the Board may wish to ask Ramp regarding her project. The Board reviewed the list and agreed to send a follow up letter to Ramp.
MOTION: Charlotte motioned and Edwin Johnson seconded to send a letter to Kathleen Ramp which states (1) No construction work on her application for Parcel's 97 & 98 can commence until she submits final subdivision application and receives GLA Board approval of that application; (2) The owner who holds title to a lot must submit a separate application for each construction project on his/her lot and must specify whether the project will be for commercial or residential use and include details concerning this use; and
(3) Include the "Fire Protection Guidelines for Wildland Residential Interface Development" document so that Ramp will be aware of the State's guidelines. Motion carried.
ACTION ITEM –Parcel 83 (SG)/Everett Johnston Cottage Application. David reported that Everett had told him he was withdrawing his application and James reported that Everett was changing the location of his construction.
MOTION: Edward motioned and Pamela seconded to send a letter to Everett informing him that he will need to complete and submit a new application for his new project site. Motion carried.

ACTION ITEM: Parcel 37 (NG)/Randolph Mack-Missing Project Application Forms. James reported that he contacted Randolph last year and gave him project application forms and requested that he submit completed forms for Randolph's newly constructed building on his property. As of this date, the GLA has not received completed forms for Randolph's new building.
MOTION: James Kozlik motioned and James Trisdale seconded that a letter be sent to Randolph Mack asking him to complete the project application forms that James Kozlik gave to him for the new building on Parcel 37 (NG). Motion carried.

ACTION ITEM – Draft & send letter regarding gate across Hercules to Johnston. **Done.**

ACTION ITEM – Draft letter to County re. subdivision approval. **Done.** David read draft to the Board who agreed that the letter could be sent to the County Planner, Planning Board and Commissioners.

4.2.1 New Business

Parcel 45 (NG)/Lorraine Bodeaux: James reported that Lorraine submitted a subdivision

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application to him today (signed only by Lorraine) and then retracted it. Lorraine is a tenant in common of the property and her survey has never been registered.
MOTION: Charlotte Mizzi motioned and Edwin Johnson seconded to inform Lorraine Bodeaux that: (1) She and the joint owners of her parcel need to come into agreement and submit a subdivision application for the parcel

Parcel 92 (SG)/James & Marie Kelly Building application.
James Kozlik reported that he visited the Kelley's construction site. The Board discussed items that were missing from the Kelley's application.
MOTION: Philip Hoag motioned and James seconded to give the Architectural Committee the authority to approve Kelly's construction application provided he submits a topographical site plan which shows setbacks, electrical & septic systems, wells, the distance between the septic system and well, the drain field, the driveway, the easements and boundaries. Additional conditions for approval include: electrical and septic system permits are obtained , the disturbed land must be seeded after construction and the $250.00 Sanitation Bond must be submitted to the GLA. Motion carried.

Parcel 53 (SG)/Craig K. Lannes Garage Construction.
The Board discussed that a garage being constructed on parcel 53 SG. Pamela agreed to put up a "Stop Construction" sign on the home and to research who the owner might be.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Caspari Way Guardrails: David reviewed that the Church is unwilling to pay for the entire expense for guardrail construction and is proposing that the landowners on Caspari Way share the expense. The Church (who owns two parcels) and Henry Lee (who owns one parcel) have agreed to share the expense. Ronda Alexander (who shares ownership on the fourth parcel with her husband, John) stated that she and her husband have not been approached about this expense. She indicated that she and John would not agree to help pay for the guardrails and explained that they are in the process of negotiating with the Church regarding an exchange of their property for assistance in clean up of their property.

ACTION ITEM – *[James]* Send last years weed spraying bill to county for refund. Tabled.

4.3.1 New Business

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG)/Kathleen Ulrich. David reported that Kathleen has not submitted a clean-up plan and that he is in the process of trying to assist her by developing a plan for her to sign and submit to the board that will include a timeline and a clause giving the

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GLA the legal authority to proceed with the cleanup if the timeline isn't met. Philip will have our attorney review the wording giving the GLA legal authority to cleanup the property if Kathleen does not complete it by the date in the clean-up plan.

Edward reported that Daniel Woodriff's clean-up has been progressing; he has been steadily taking down his tents and removing his debris.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Cleanup on Donald Hansard property. Philip reported that Hansard's phone has been disconnected. Denise reported that Hansard's address has changed as well and she will research new phone number for Philip.

ACTION ITEM – *[David]* Status of Nye's dog complaint. Tabled

ACTION ITEM – *[David]* Find names and address of others needing dog letter. Tabled.

ACTION ITEM – Removal of Jerome Tweedy Bus: Jerome has not removed his bus as he had agreed to do. Board discussed steps that must be taken to facilitate its removal.
MOTION: Charlotte motioned and James Trisdale seconded to send Jerome Tweedy a notice to remove his bus within 10 days or GLA will have it removed by the Sheriff's Department. In addition, Jerome will be charged for any expense that the GLA might incur through this action. Motion carried.

ACTION ITEM: Removal of Paul Rantallo's Trailer. The GLA received a letter from Paul Rantallo, dated May 9, 2004, stating that his trailer will be removed in June 2004. (letter attached)
MOTION: Philip motioned and James Trisdale seconded to send Paul Rantallo a response to his May 9, 2004 letter which states that the GLA Board expects his trailer to be removed by June 30, 2004 or it will have to proceed with legal action. Motion carried.

4.4.2 New Business

Revisit Dog Issue from March Mtg. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Review results of Neighborhood meetings. Representative from some of the meetings gave brief reports. Approved minutes from the meeting were requested from each meeting host.

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*[I suggest that we not include these reports as the meeting minutes for each meeting will more completely cover what was stated in each meeting and because these do not represent decisions by the board.]*Definition of Cottage Industry, etc. Pamela May presented from her researched definitions for cottage industry and light manufacturing .

ACTION ITEM – Subdivision and Reclamation Standards. Tabled.

4.5.2 New Business.
Newsletter: Ronda and another landowner are interested in putting together a community newsletter that can be periodically sent to Glastonbury landowners. The Board expressed interest and requested Ronda send them a proposal about the newsletter.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty
4.6.1 Old Business
ACTION ITEM – Status Report on ability to become a charitable organization. Tabled.
ACTION ITEM – Status of legal formation of PVRC. Tabled.
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair
4.7.1 Old Business. None.
4.7.2 New Business. None.

4.8 Clean-up Committee: .
4.8.1 Old Business. None.
4.8.2 New Business. None.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG)
4.9.1 Old Business. None.
4.9.2 New Business. None.

5. Other Business
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – *[Orlando & Philip]* List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

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Approved: 09 13 04

6. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held July 12, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR060704	Pamela to ask Clare to forward copies of Income and Expense Budget Overview January through May 2004" to Cynthia, Denise and David. **Done.**
GB060704.1	David review draft letter re. rabies shots for pets. **Done**
AR060704.1	Denise send application letter to Paul Gelderloos. Cancelled based on GLA receiving application from Gelderloos.
AR060704.2	Denise to send Board's message to Kathleen Ramp; include Fire Protection document. **Done.**
AR060704.3	Denise to xerox "Fire Protection Guidelines for Wildland Residential Interface Development" (July 1993) and send to each Board member to review. **Done.**
AR060704.4	Architectural Committee to review "Fire Protection Guidelines for Wildland Residential Interface Development" (July 1993) and to propose what guidelines might be incorporated into our standards.
AR060704.5	Denise send message to Everett Johnston re: building application. **Done.**
AR060704.6	James Kozlik to put up a stop construction sign on Everett Johnston's property. **Done.**
AR060704.7	Send letter & application forms to Randolph Mack. **Done.**
AR060704.8	Denise to send Neil Kremer project approval. **Done.**
AR060704.9	Contact Lorraine Bodeaux. **Done.**
AR060704.10	Denise to send message to James & Marie Kelly re: application for Parcel 92 (SG). **Done**
AR060704.11	Pamela to put up "Stop Construction" sign on Parcel 53 (SG). **Done.**
CP060704.1	David to give Philip draft of Kathleen Ulrich clean-up plan. **Done**

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Draft(s); 06 22 04
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CP060704.2 Philip to consult attorney regarding wording in Kathleen Ulrich clean-up plan. **Done**

CP060704.3 Denise to research Hansard's new phone number.

CP060704.4 Send Jerome Tweedy notice letter. **Done**.

CP060704.5 Send Paul Rantallo notice letter. **Done**.

MP060704.1 Get approved meeting minutes for each neighborhood meeting.

MP060704.2 Pamela to send David and Denise original documentation of cottage industry information. **Done**

MP060704.3 Master Plan Committee to review Pamela's definitions of cottage industries, etc. and recommend to Board any changes that should be included in the Master Plan.

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Approved: 09 13 04

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 7, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   May 3, 2004 Minutes
   April 19, 2004 Budget Meeting Minutes

3. **General Business**
   3.1 Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Draft letter re. rabies shots for pets
   ACTION ITEM – *[David]* Status of mtg w/ Judith Filbert
   ACTION ITEM – *[Pamela]* Status of research on ownership of Sirius Way

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. **Old Business**
   ACTION ITEM – Send LaShomb ltr to Denise
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. **New Business**

   4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. **Old Business**
   ACTION ITEM – *[James]* Status of Gelderloos shop construction
   ACTION ITEM – *[Denise]* Send letter to Rakela for 56 NG
   ACTION ITEM – *[Denise/Pamela]* Send final approval notice to Kramer (22-E SG)
   ACTION ITEM – *[Denise]* Send final approval notice to Graffland for 26 NG
   ACTION ITEM – *[James/Pamela]* Ramp Building application
   ACTION ITEM – *[James]* Johnston Building application
   ACTION ITEM – *[Denise]* Draft letter regarding gate across Hercules to Johnston
   ACTION ITEM – *[Philip]* Draft letter to County re. subdivision approval

   4.2.2. **New Business**

   4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. **Old Business**
   ACTION ITEM – *[David]* Caspri Way
   ACTION ITEM – *[James]* Send last years weed spraying bill to county for refund

   4.3.2. **New Business**

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4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair

4.4.1. **Old Business**

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[David]* Status of Cleanup on Hansard property
ACTION ITEM – *[David]* Status of Nye's dog complaint
ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. **New Business**

Revisit Dog Issue from March Mtg

4.5. **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair

4.5.1. **Old Business**

ACTION ITEM – Review results of Neighborhood mtgs
ACTION ITEM – Subdivision and Reclamation Standards

4.5.2. **New Business**

4.6. **Recreation Committee Report** – Janet Naclerio – Chair

4.6.1. **Old Business**

ACTION ITEM – Status Report on ability to become a charity organization
ACTION ITEM – Status of legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. **New Business**

4.7. **Web Site Committee Report** - Edward Anderson, Chair

4.7.1. **Old Business**

ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. **New Business**

4.8. **Clean-up Committee Report** –, Chair

4.9. **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. **Other Business**

5.1. Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. **Next Meeting and Adjournment**

7/12/04 Updated

06/18/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of May 30, 2004

	May 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	16,150.08
1st National Bank Savings	7,717.35
Total Checking/Savings	23,867.43
Accounts Receivable	
Accounts Receivable	84,125.12
Total Accounts Receivable	84,125.12
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	107,419.05
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**107,420.05**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	40,291.67
Total Equity	-136,892.26
TOTAL LIABILITIES & EQUITY	**107,420.05**

06/18/04

7/12 updated

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through May 30, 2004

	Jan 1 - May 30, '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	31,408.55	-31,298.55
Total 1. General Income	1,459.96	31,408.55	-29,948.59
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	366.29		
07. Dwelling Assessment 2003	913.25		
08. Dwelling Assessment 2004	13,815.38		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	486.30		
15. Land Assessment 2003	1,213.26		
16. Land Assessment 2004	24,856.55		
2. Assessments - Other	120.00		
Total 2. Assessments	48,773.03		
3. Late Fees/Finance Charges			
1. Finance Charges	211.90		
2. Five Percent Penalty	46.50		
Total 3. Late Fees/Finance Charges	258.40		
Total Income	50,491.39	31,408.55	19,082.84
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	3,382.19	-3,382.19
Total A. Business Expenses	835.00	3,382.19	-2,547.19
B. Office Expense			
1. Copying	741.42		
2. Postage	787.81		
3. Office Supplies	109.94		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	910.74	-910.74
Total B. Office Expense	2,093.49	910.74	1,182.75
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,533.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	4,252.37		
5. Secretarial	3,222.00		
6. Treasurer	648.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	6,913.41	-6,913.41
Total C. Professional Fees	13,826.02	6,913.41	6,912.61
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	15,938.16	-15,938.16

GLA 01671

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through May 30, 2004

	Jan 1 - May 30, '04	Budget	$ Over Budget
Total D. Road Repairs & Maintenance	17,959.64	15,938.16	2,021.48
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	164.00		
E. General Expenses - Other	0.00	248.39	-248.39
Total E. General Expenses	284.00	248.39	35.61
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	276.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	469.96		
4. Recreation Area	123.73		
F. Misc. Projects - Other	0.00	4,015.57	-4,015.57
Total F. Misc. Projects	4,669.13	4,015.57	653.56
H. Discount	437.50		
Total Expense	40,104.78	31,408.46	8,696.32
Net Income	10,386.61	0.09	10,386.52

2004 List of Delinquent Accounts-GLA

Reminder letters sent to all on 5/25/04-must call for a payment plan to be mailed to them.

Name	Parcel Number	Delinquent Amount	Current Amount Due	Total amount due	Paid in full	Signed Payment Plan received-date	Payment amount	
Cit Finance	SG-21-A	$ 240.00	$ 120.00	$ 360.00				
Diehl, Denise	SG 25-D	$ 318.11	$ 240.00	$ 558.11				
Dubiel, Gerald	NG32-B	$ 262.80	$ 240.00	$ 502.80		5/21/04	$ 50.00	
Duke, Rosanne	NG33-C	$ 284.88	$ 240.00	$ 524.88				
Eisvang,Jorn	SG0-63	$ 291.94	$ 120.00	$ 411.94				
Ryan Elvrom	NG-57-D	$ 268.80	$ 240.00	$ 508.80				
Hayward, Donald	SG-35C	$ 683.03	$ 360.00	$ 1,043.03				
Irwin, Simeon	NG44-B	$ 220.88	$ 240.00	$ 460.88				
Kaminski, Norene	NG-10-B	$ 172.60	$ 240.00	$ 412.60				
Leykamm, Manfred	SG 55	$ 268.80	$ 240.00	$ 508.80				
Lisota, Martin	SG50-A	$ 114.97	$ 240.00	$ 354.97				
Mayer, Zygmond	NG 45	$ 268.80	$ 240.00	$ 508.80				
Jon Olson	NG 31-W	$ 0.90	$ 240.00	$ 240.90	Paid			
Pinardo, Pedro	SG 32-C	$ 254.89	$ 240.00	$ 494.89				
Rojas, Carlos	SG 33-D	$ 480.00	$ 240.00	$ 720.00	Paid			
Simonson, Cathi	SG 25-E	$ 230.87	$ 240.00	$ 470.87				
Smith, William	NG42-A	$ -	$ 240.00	$ 240.00				
Smith, William	NG 54-A	$ 82.62	$ 120.00	$ 202.62				
Smith, William	NG 55-A	$ 491.11	$ 120.00	$ 611.11				
Ulrich, Linda	NG 33-F	$ 280.00	$ 240.00	$ 520.00		4/6/04	$ 100.00	
Van Unden, Kevin	SG 46-A	$ 299.89	$ 240.00	$ 539.89				
Woodruff, Justin	SG 22-D	$ 159.04	$ 240.00	$ 399.04	Paid			

GLA 01673

Glastonbury Landowners Association
Board Member Proxy Notification

I, Agatha Blocher,

give my proxy to Pamela Moy

for the GLA Board of Directors Meeting on 6-5-04.
date

AB
signature

6-7-04
date

RESOLUTION NO 782

A RESOLUTION TO REBUTTABLY PRESUME THAT FAMILY TRANSFERS OF THREE OR MORE PARCELS IS AN EVASION OF THE PARK COUNTY EVASION CRITERIA AND REQUIRE THAT SUCH FAMILY TRANSFERS BE ACCOMPANIED BY AN AFFIDAVIT STATING THE FAMILY MEMBERS WILL NOT SELL THE PROPERTY FOR TWO YEARS.

WHEREAS, on May 22, 2000, the Park County Commission passed the Park County Subdivision Regulations including the Evasion Criteria outlined in Appendix I; and,

WHEREAS, the Evasion Criteria state that all exemptions to the subdivision regulations must meet the criteria for an exemption; and,

WHEREAS, the Evasion Criteria state that the use of a family conveyance to divide tracts of land which were created as part of an overall development plan exhibiting such characteristics as common roads, utility easements, restrictive covenants, open spaces or common marketing or promotional scheme may be rebuttably presumed to be adopted for purposed of evading the Act. A "pattern of development" occurs whenever three or more parcels of less than one hundred sixty acres with common covenants or facilities such as roads and utilities have been divided from the original tract; and,

WHEREAS, in order to prevent such evasions of the Park County Subdivision Regulations;

NOW THEREFORE BE IT RESOLVED:

All family transfers that contain three or more parcels with common covenants or facilities are rebuttably presumed to be an evasion of the Park County Subdivision Regulations and such family transfers will be required to either go through subdivision review or be accompanied by an affidavit attesting that the designated family member will not sell the property for two years.

Dated this 20 day of November 2002.
BOARD OF COUNTY COMMISSIONERS
OF PARK COUNTY

Ed Schilling, Chair

Dan B. Gutebier, Member

Ed Carrell, Member

Approved as to form and content:

Tara DePuy, Park County Attorney

Attest: Denise Nelson
Denise Nelson, Clerk and Recorder

2004-07-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 12, 2004

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:23 p.m., at Golden Ratio Woodworks. Edwin gave the opening prayer.
   PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Pamela May and James Trisdale (JT)
   ABSENT: Philip Hoag, Orlando Johnson. Charlotte Mizzi
   PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner).

2. **Reading and Disposition of the Minutes**
   June 7, 2004 Meeting Minutes Review. Tabled.

3. **General Business**
   3.1 Old Business
   ACTION ITEM – 2004 Budget & Paving – Tabled .

   ACTION ITEM – Draft letter re: rabies shots for pets. **Done.**

   ACTION ITEM – Status of research on ownership of Sirius Way.
   Pamela reported that she spoke to William Smith regarding ownership of Sirius Way. She was told that part of Sirius Way is on the recreation land which GLA owns and the rest of the road up to the top of the hill going down to Story Road is on Church land. GLA owns the land down to Story Road. Barbara Hopkins, from the Church's Business Office, told Pamela that she has notified William Smith to complete the easement paperwork for the portion of Sirius Way crossing the Church's property. The Board agreed to send a letter to Judith Filbert , cc'ing Barbara Hopkins, requesting that the Church complete the paperwork which will give GLA permanent easement for Sirius Way crossing their property.

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Cynthia passed out "June 2004 Bank Transactions," "GLA Balance Sheet As of June 30, 2004," "GLA Balance Sheet As of May 30, 2004"; "GLA Income & Expense Budget Overview January through June 2004" and "Liens Filed during the watch of Cynthia Blocker" 7/11/04.

   4.1.1 Old Business
   ACTION ITEM – Send LaShomb letter to Denise. **Done.**
   ACTION ITEM – Send copies of L. Ulrich correspondence to Denise. **Done.**

File: MtgMins 07 12 04.doc
Draft(s): 07 14 04; 07 26 04; 07 28 04; 08 02 04 – Final.
Amended:: 08 02 04

4.1.2 New Business

Cynthia reported that she handled a recent situation with a landowner who was paying off a GLA lien because he was refinancing his property. Cynthia included the $240 in assessment fees still owed for 2004 (due October 31, 2004) to the amount of the lien and GLA received the full payoff amount. The GLA then released the lien. The landowner later complained to Cynthia that he felt it was unfair that the 2004 assessment fees had been added to the lien amount. Cynthia asked the Board if they were in agreement with her having added this year's assessment to the lien and should she continue to do this in this type of circumstance. The Board discussed the case and agreed that her actions were justifiable because the owner had not previously entered into a payment plan with GLA for his outstanding assessments and had a bad track record of paying his assessments.

Janet asked Cynthia if she knew whether realtors have been informing the GLA and new landowners about back due assessment fees, and if the GLA was being paid for the assessment fees due at the time of a sale. Cynthia said that Clare receives the property sales feedback and that she is not kept informed. The Board discussed that it is important for not only realtors, but also title companies, to be aware of liens on the properties they handle. The Board agreed that the GLA should bring this information to the attention of title companies and asked Cynthia, Edwin and Denise to propose how this should be handled.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Send letter to Gelderloos reminding him he must send a new application if he plans to add to the shop. Denise reviewed that it wasn't necessary for GLA to write the letter since Gelderloos submitted an application for the addition in mid-June. (See new application in "New Business" below).

ACTION ITEM – Send letter to Rakela/56 NG sign application. **Done.**

ACTION ITEM – Send approval notice to Neil Kremer (22-E SG). **Done.** David reviewed that GLA is still waiting to receive parking lot plans from Kremer.

ACTION ITEM – Send final approval notice to Graffland for 26 NG. **Done.**

ACTION ITEM – Write to Kathleen Ramp re: building application on Parcel 97 & 98 (SG) for commercial development of 3 Houses, 8 Cabins and an Event Center. **Done.**

ACTION ITEM – Write to Everett Johnston re: Parcel 83 ((SG) Building Application. **Done.** (See new application submitted by Everett in "New Business" below.)

ACTION ITEM – Draft letter to Everett Johnston regarding gate across Hercules. **Done**

ACTION ITEM – Draft letter to County re: subdivision approval. **Done**.

ACTION ITEM –Glastonbury Sign on Cynthia. Blocker's property. David reported that he hasn't heard back from Judith Filbert concerning proposed sites for the relocation of the Glastonbury sign; he will continue trying to contact Andrew Vann to gain approval and a lease from Church to put it on their property.

4.2.2 New Business

33-A (NG), Pouwel Gelderloos/Construction of Addition/Apartment to Existing Shop.
The board reviewed that Pouwel Gelderloos' 6/13/04 application.
MOTION: Edwin Johnson motioned and James Kozlik seconded to give preliminary approval to Pouwel Gelderloos' application for an addition/apartment on 33-A (NG) with the conditions that (1) The necessary septic permit is obtained prior to septic system construction; and (2) The necessary electrical permit is obtained prior to the start of electric work. Also, the Board approved that the sanitation bond from the shop application be transferred to this application. Motion carried.

Kathleen Rakela, Parcel 56 NG; 6/30/04 Follow-up Letter re: Sign Application.
The Board reviewed Kathleen's follow-up letter which responded to the GLA's 5/20/04 request. Her letter includes a statement from the Sheriff's Office that the vandalism of her statues, which she reported to the Sheriff on January 14, 2003, is a felony and carries a five-year statute of limitations. The Board discussed various concerns relating to the sign.
MOTION: James Trisdale motioned and Edward Anderson seconded to approve Kathleen Rakela's sign application. Motion carried. (4 in favor/3 opposed/1 abstention)
ADMENDMENT TO ABOVE MOTION: James Kozlik motioned and Edwin Johnson seconded to add to the GLA's approval letter to Kathleen Rakela (above) that the sign must be removed when an arrest is made for the vandalism or when the five-year statue of limitation period expires. Motion carried.

83 (SG), Everett Johnston/ Building Application.
Board discussed his application for a new location for his house. James Kozlik reported that he checked out the location of Johnston's proposed building and road and both appear to be fine.
MOTION: James Kozlik motioned and Edwin Johnson seconded to give preliminary approval to Everett Johnston's building application on Lot 83 (SG) on the conditions that (1) The necessary septic permit is obtained prior to septic system construction, (2) The necessary electrical permit is obtained prior to the electrical work beginning, and; (3) Disturbed land be reseeded after construction. The sanitation bond from the old application is transferred to this application. Motion carried with one abstention.

Gate between Parcels #82 and #83 (SG), Everett Johnston/Gate Variance Application

The board discussed that Johnston inherited this gate when he bought the land. James Trisdale reported that he found the gate locked about 2 weeks ago.
MOTION: James Trisdale motioned and James Kozlik seconded to respond to Everett Johnston's gate variance application stating that GLA has a permanent easement on the land on which the gate is standing. The GLA approves the gate variance application with the following conditions: (1) The gate must *always* remain *open* and *unlocked* 365 days/year & 24 hours/day; (2) If the GLA is informed that the gate is locked *at any time*, GLA will remove the gate at Johnston's expense and rescind the waiver; (3) The GLA will provide a sign which will be placed on the gate. The sign will state in essence: "You are entering private property. Please stay on the road. This gate is for access by Glastonbury Landowners and their guests only." Motion carried.

Everett Johnston Letter of June 24, 2004 regarding mobile homes in South Glastonbury. Tabled.

Tract 24-C/SD 309 (NG). Ralph and Jewel Down/Mobile Home Placement Application and Garage Application. Note: Age of Mobile Home is within 10 year limitation.
MOTION: Edwin Johnson motioned and James Kozlik seconded to approve Ralph and Jewel Downs' mobile home application and their request for the bond waiver. Motion carried.

Parcel 53-SG, Craig K. Lannes' Garage Application
Denise reported that in late June the Board voted (via mail and phone) to grant preliminary approval for the garage construction application on the following conditions:
(1) The necessary electrical permit is obtained prior to electrical work starting; (2) Disturbed land must be reseeded after construction; and (3) The $250 Sanitation/Reclamation Bond is received by the GLA. The approval was left at the Emigrant Store for pick up by Aaron Cameron who stated he would give the approval to the owner. Denise also reported that she did not know if Lannes has submitted the bond to GLA as of this date.

James & Marie Kelly, Parcel 92(SG); 7/7/04 Follow-up Info. re: Building Application
The Kelly's submitted follow-up information on their previous application as requested by the GLA.
MOTION: Edwin Johnson motioned and James Kozlik seconded to approve James and Marie Kelly's building application on Parcel 92 (SG) with the condition that they confirm the alternate drain field is at least 15 feet or more from the road easement. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair
4.3.1 Old Business.
ACTION ITEM – Send last years weed spraying bill to county for refund. **Done.** JT reported

File: MtgMins 07 12 04.doc
Draft(s); 07 14 04; 07 26 04; 07 28 04; 08 02 04 – Final.
Amended:: 08 02 04

we would be receiving a county refund for last year's spraying.

4.3.2 New Business.
Cynthia reported that Raya Johansson, Jupiter Way (NG), has hand pulled the noxious weeds on their property and requested that their property not be sprayed. JT will investigate her request.

Glastonbury Properties with Significant Noxious Weeds
JT reported that he has made up a list of properties in both North and South Glastonbury that have a significant amount of noxious weeds. The Board discussed this situation.
MOTION: Cynthia motioned and Edwin seconded to send a letter to the County Weed Control Board with the list of names with parcel numbers of Glastonbury landowners who appear to have a significant amount of noxious weeds on their properties. Copy of the letter will be sent to the landowners involved. Motion carried

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) K. Ulrich. Tabled.
ACTION ITEM – Status of Cleanup on Hansard property. Tabled.
ACTION ITEM – Status of Nye's dog complaint.. Tabled.
ACTION ITEM – Determine names and addresses of others needing dog letter. Tabled.
ACTION ITEM – Status of Removal of Rantallo Trailer. It was reported that the Rantallo trailer had been moved to the gravel pit on Capricorn Drive in NG, which is owned by the NG Teaching Center. The Board agreed that a letter should be sent to the NGTC or a call made to them inquiring if an application for the relocation of Rantallo's trailer has been submitted.

4.4.2 New Business
Revisit Dog issue from March Board meeting. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson. No report.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson.

4.6.1 Old Business
ACTION ITEM – Status Report on ability to become a charitable organization. Tabled.
ACTION ITEM – Status of legal formation of PVRC. Tabled.
ACTION ITEM – .Filing Parcel 16A as part of Glastonbury. Tabled

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. **Done.**

4.7.2 New Business. None.

4.8 Clean-up Committee. No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.
ACTION ITEM – Filing resolution to include parcels 32-A (SG) & 14-A (NG) in Glastonbury Covenants. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 9:30 p.m. with no further business. The next meeting will be held on August 2, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS

GB071204.1	Denise to draft letter to Judith Filbert. cc'd to B. Hopkins, re: Sirius Dr. for David's signature. **Done.**
TR071204	Cynthia, Edwin and Denise to present proposal re: how best to communicate with the Title Companies regarding delinquent assessment fees/liens on properties for sale.
AR071204.1	David to call Andrew Vann to follow up on Blocker sign relocation to Church property. **Done**
AR071204.2	Pamela to follow-up with Neil Kremer regarding parking lot plans not yet submitted to GLA.
AR071204.3	Denise to send project approval to Gelderloos. **Done.**
AR071204.4	Denise to send sign approval to Kathleen Rakela. **Done.**
AR071204.5	Denise to send project approval to Everett Johnston **Done.**
AR071204.6	Denise to send letter to Everett Johnston re: gate application. **Done.**
AR071204.7	? to order sign for E. Johnston gate.

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Draft(s); 07 14 04; 07 26 04; 07 28 04; 08 02 04 – Final.
Amended:: 08 02 04

AR071204.8	Denise to send application approval to the Downs. **Done.**
AR071204.9	Denise to send application approval to the Jim & Marie Kelly. **Done.**
RDWD071204.1	James Trisdale to send the names and parcel numbers of landowners with a significant amount of noxious weeds on their properties to Denise.
RDWD071204.2	Denise to draft letter to County Weed Control Board and cc to landowners based on list submitted by James Trisdale.
RDWD071204.3	James Trisdale to determine cost of weed spraying for fall.
CP071204	Denise to contact NG Teaching Center re: application for Rantallo trailer placement.

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Draft(s); 07 14 04; 07 26 04; 07 28 04; 08 02 04 – Final.
Amended:: 08 02 04

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
July 12, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 3, 2004 Minutes

3. **General Business**
   3.1 Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Draft letter re. rabies shots for pets
   ACTION ITEM – *[Pamela]* Status of research on ownership of Sirius Way

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. **Old Business**
   ACTION ITEM – Send LaShomb ltr to Denise
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. **New Business**

   4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. **Old Business**
   ACTION ITEM – *[James]* Status of Gelderloos shop construction
   ACTION ITEM – *[Denise]* Send letter to Rakela for 56 NG
   ACTION ITEM – *[Denise/Pamela]* Send final approval notice to Kramer (22-E SG)
   ACTION ITEM – *[Denise]* Send final approval notice to Graffland for 26 NG
   ACTION ITEM – *[James/Pamela]* Ramp Building application
   ACTION ITEM – *[James]* Johnston Building application
   ACTION ITEM – *[Denise]* Draft letter regarding gate across Hercules to Johnston
   ACTION ITEM – *[Philip]* Draft letter to County re. subdivision approval

   4.2.2. **New Business**

   4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. **Old Business**

   4.3.2. **New Business**

   4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
   4.4.1. **Old Business**
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich

ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[David]* Status of Cleanup on Hansard property
ACTION ITEM – *[David]* Status of Nye's dog compliant
ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. **New Business**
Revisit Dog Issue from March Mtg

4.5. **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1. **Old Business**

4.5.2. **New Business**

4.6. **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1. **Old Business**
ACTION ITEM – Status Report on ability to become a charity organization
ACTION ITEM – Status of legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. **New Business**

4.7. **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. **Old Business**
ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. **New Business**

4.8. **Clean-up Committee Report** –, Chair

4.9. **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. **Other Business**
5.1. Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. **Next Meeting and Adjournment**

Glastonbury Landowners Association, Inc.
Balance Sheet
As of June 30, 2004

	Jun 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	15,722.42
1st National Bank Savings	9,876.39
Total Checking/Savings	25,598.81
Accounts Receivable	
Accounts Receivable	79,923.84
Total Accounts Receivable	79,923.84
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	104,949.15
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**104,950.15**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	37,821.77
Total Equity	-139,362.16
TOTAL LIABILITIES & EQUITY	**104,950.15**

07/12/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through June 2004

	Jan - Jun '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	37,935.00	-37,825.00
Total 1. General Income	2,022.18	37,935.00	-35,912.82
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	260.00		
06. Dwelling Assessment 2002	622.10		
07. Dwelling Assessment 2003	1,235.35		
08. Dwelling Assessment 2004	15,364.98		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	260.00		
14. Land Assessment 2002	862.09		
15. Land Assessment 2003	1,775.36		
16. Land Assessment 2004	26,948.15		
2. Assessments - Other	120.00		
Total 2. Assessments	54,168.03		
3. Late Fees/Finance Charges			
1. Finance Charges	437.15		
2. Five Percent Penalty	112.50		
Total 3. Late Fees/Finance Charges	549.65		
Total Income	56,739.86	37,935.00	18,804.86
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	4,084.98	-4,084.98
Total A. Business Expenses	835.00	4,084.98	-3,249.98
B. Office Expense			
1. Copying	816.41		
2. Postage	916.05		
3. Office Supplies	129.94		
4. Misc. Expenses	355.26		
5. Refreshments	241.42		
B. Office Expense - Other	0.00	1,099.98	-1,099.98
Total B. Office Expense	2,459.08	1,099.98	1,359.10
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	4,504.37		
5. Secretarial	3,834.00		
6. Treasurer	669.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	8,349.96	-8,349.96
Total C. Professional Fees	15,114.02	8,349.96	6,764.06
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.	3,050.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	19,249.98	-19,249.98

GLA 01688

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through June 2004

	Jan - Jun '04	Budget	$ Over Budget
Total D. Road Repairs & Maintenance	20,727.14	19,249.98	1,477.16
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	164.00		
E. General Expenses - Other	0.00	300.00	-300.00
Total E. General Expenses	284.00	300.00	-16.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	123.73		
F. Misc. Projects - Other	0.00	4,849.98	-4,849.98
Total F. Misc. Projects	4,765.13	4,849.98	-84.85
H. Discount	437.50		
Total Expense	44,621.87	37,934.88	6,686.99
Net Income	12,117.99	0.12	12,117.87

Liens Filed during the watch of Cynthia Blocker

7/11/04 prepared
YELLOW NOT PAID BLUE=PAID

Lien filed date	Name	Parcel no.	Amount	Date Paid	Lien Released date
October 7th 2002	Steven Burkley	SG76	$ 893.74		
	William Davis	SG65	$ 5,439.75		
	Louis Dofo	NG23	$ 1,809.83		
	Dowbenko, Uri	NG 1-B	$ 1,272.59		
	Kenneth Fraier	SG 31-E	$ 1,644.64	10/28/02	Dec. 28, 02
	Kathy Garcia	NG 32-C	$ 1,644.64		
	Kenneth Green	NG48	$ 2,394.49		
	William Holder	NG 39	$ 1,947.92		
	Marlene LaShomb	SG84	$ 1,644.64	5/10/04	May 19th 2004
	Manfred Leykamm	SG55	$ 1,272.59	31-Dec-02	Jan. 02,2003
	Randolph A Mack	NG23-C	$ 1,483.61		
	Alan, Maniaci	SG 78	$ 962.28		
	Zygmond Mayer	NG 45	$ 1,272.59	12/31/02	Jan. 02/2003
	Pedro Pinardo	SG 32-A	$ 1,132.88	11/16/02	Dec02/2002
	Robert Quarles	NG 24B	$ 1,644.64		
	Judith Schmidt/Roger Weise	SG 47	$ 1,654.73		
	Robert Sherwood	SG 50B	$ 1,567.01		
	Ronald Strykert	NG 31-E	$ 1,272.59	Jan 7 2003	Jan 10th 2003
	Edward Tsuru	Sg 50-C	$ 1,644.64		
Jan 10th 2003	Bank of NY	Sg 21-E	$ 628.28	1/10/03	May 26th 2004
	William Neil Davis	NG43-3	$ 628.28		
	Bernice Hazen	SG 25-E	$ 556.59	transfer to Son	5/19/04
	John Hazen	Sg 25A	$ 864.17	May 1st 2003	May 4th 2004
	Gail Louise Johnson	Sg-49	$ 896.65		
	Kenneth Mueller	SG-47	$ 569.26		
	Lydia Pisani	SG-22-C	$ 1,164.91		
	Carolyn Thorburn	SG-93-A	$ 952.38		
	Roger Weise	SG-47	$ 893.22		

July 30th 2003	Scott Pellet	SG 83	$ 488.45	SOLD ? Why lien not paid????	
	Jorn Eisvang	SG 64	$ 565.10		
	Robert Sherwood	SG 50 D	$ 483.27		
	Craig Newhouse	NG-57-E-1	$ 658.14		
	John Diaz	Sg 32-B	$ 603.15	July 2nd 2004	July 12th, 2004 Title Co filed
	Chalice Well	SG 84	$ 483.27	Sept 7 2003	Nov. 17, 2003
	Thomas Germaine	SG 24	$ 814.52		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED				YEAR 2003 TOTALS			YEAR 2002 TOTALS	
		Subtotal	Total	Rec'd/spen 6/30/04	Additional Needed	Subtotals	Totals	Notes	Subtotals	Totals
1	**Income**		**83,460**	**56,739**			**76,971**			**75,481**
2	**Expenses:**		**83,410**				**96,140**			**82,110**
3	Business Expenses		**8,170**	**455**			**9,854**			**6,748**
4	Banking fees	100		25		101			13	
5	Gifts & donations	0				1000			0	
6	Insurance	6,100				6079			5248	
7	Licenses	30		15		15			30	
8	Lien Filing	600				1038			968	
9	Rentals	400		115		630			135	
10	Sanitation Bond Refunds	700		250		750			250	
11	Taxes	240		50		241			106	
12	Office Expenses		**2,200**	**2,457**			**4089**			**2,420**
13	Copying	750		816		1050			464	
14	Postage	550		916		1395			544	
15	Office Supplies	500		129		513			484	
16	Misc. Expenses	100		355		40			390	
17	Refreshments	300		241		329			263	
18	Petty cash account	0				763			275	
19	Professional Fees		**22,100**	**15,112**	**6,300**		**17349**			**10,046**
20	Accountant	100		105		95			85	
21	Bookkeeper	3,000		1,935		3024			2796	
22	Legal Council	1,700		2,757	1,300	2302			1126	
26	Manager	0							0	
27	Secretary	7,500		3,834		7503			5548	
28	Professional fees	9,800								
29	Independent Contractors	8,000		4,504	5,000	3453			0	
30	Treasuerer	600		669		291			323	
31	Web Site	1,200		1,308		681			168	

GLA 01692

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED Subtotal	Total	Rec'd/spen 6/30/04	Additional Needed	YEAR 2003 TOTALS Subtotals	Totals	Notes	YEAR 2002 TOTALS Subtotals	Totals
32	Road Repairs & Maintenance		43,000	20,726	6,500		52309			51,995
33	Loan payment	30,000		15,112		29625			29601	
34	Road Maintainence	5,000		3,050	500	6694			5547	
35	Misc. Maintenance	2,700				2552			3205	
36	Misc. Supplies	300				62			871	
37	Weed control	2,000			500	4080			1471	
38	Road Grading	3,000			5,000	7780			11738	
39	Snow removal	5,000		2,564	1,000	8210			5110	
40	Snow Plowing	3,000		1,552	1,000	6182			2923	
41	Sanding	1,500		1,012		1478				
42	Snow fences	0		0		0			193	
43	Materials, sand	500		0		550				
44	General Expenses		1,300	284	900		3118			1,533
45	Cleanup Day	0			900	450			743	
46	Equipment Repair & Maint.	1,000		120		1769				
47	Miscellaneous	300		164		899			789	
48										
49	Misc. Projects		6,640	4,763	2,400		9421		9367	9,367
50	Snow Plow			4,075		938				
51	Master Plan	3,200		565	1,400	100				
52	Legal fees	1,000								
53	Postage	500			200					
54	Copies	500			200					
55	Contractors	1,000			1,000					
56	Misc	200								
57	Guardrails	1,440		0	1,000	1262				
58	Recreation Area	2,000		123		7122				
	Net Income		50		16,100		(19,169)			(6,630)

GLA 01693

2004-08-02_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 2, 2004

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Orlando Johnson gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edwin Johnson, Orlando Johnson, Charlotte Mizzi.
ABSENT: Edward Anderson, Philip Hoag, Pamela May, James Trisdale (JT)
PROXIES: Pamela May to Cynthia Blocker
ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner)

2. **Reading and Disposition of the Minutes General Business**
June 7, 2004 Minutes: Tabled.

July 12, 2004 Minutes
MOTION: Orlando Johnson motioned and Cynthia Blocker seconded to approve the July 12, 2004 meeting minutes as amended. Motion carried with one abstention.

GLA Board Meetings, Minutes and Agendas: The Board discussed the running of board meetings and the contents of Board meeting minutes and agendas. They agreed to the following: (1) Charlotte will acquire Roberts Rule of Order for the Board to review and discuss; (2) Minutes should consist of motions and action items; discussions surrounding motions and other non action items should not be included in the minutes; (2) When a Board member requests that an item be placed on the agenda, it should be included on the agenda for the next meeting; (3) Changes made to motions for the purpose of clarification or expansion should be underlined in the meeting minute draft that the Board reviews for approval; (4) The above information will be conveyed to new Board members at the beginning of their terms; (5) A list of all GLA motions, categorized by subject, will be given to each Board member.

3. **General Business**

3.1 Old Business

ACTION ITEM - 2004 Budget & Paving. Tabled.

ACTION ITEM – Status of letter to Church on easements for Sirius Way. **Done.**

3.2 New Business

Glastonbury Community Newsletter. Ronda Alexander reviewed the draft of the newsletter prepared by her and Mary Irwin.
MOTION: Charlotte motioned and James Kozlik seconded that the column entitled "GLA News" in the Glastonbury Community Newsletter should include; (1) Information concerning why the GLA is deferring the paving work on GLA roads, (2) A report on the recent catalytic converter fire in High South Glastonbury and the GLA's recommendation that landowners fireproof their properties by trimming and/or de-limbing trees and clearing brush; (3) A report on fir beetles in

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High South; and (4) A statement that the newsletter is not an official publication of the GLA. Ronda will submit an e-mail proposal regarding newspaper budget costs and methods of distribution to the Board within 1-1/2 weeks for review. In the future, she will submit e-mail "GLA News" column drafts to the Board for editing and approval. The Board will send their proposed edits to David, who will then work with Denise & Janet to compile and edit them. Final edits will be forwarded back to the Board via e-mail for their final vote of approval. Ronda will be e-mailed the approved drafts. Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia distributed the "July 2004 Bank Transactions", "Balance Sheet As of July 31, 2004", "Income and Expense Budget Overview January through July 2004."

4.1.1 Old Business
ACTION ITEM – Communicate with Title Co. regarding liens. Draft in process.

ACTION ITEM –*[David]* Send copies of L. Ullrich correspondence to Denise.

4.1.2 New Business.
Cynthia distributed "2004 List of Delinquent Accounts-GLA," and asked the Board to approve the sending of an additional letter to those whose names were highlighted in green. The Board discussed.
MOTION: Cynthia Blocker motioned and James Kozlik seconded the sending of a letter to those whose names are highlighted in green on the "2004 List of Delinquent Accounts-GLA." The letter will serve as a third reminder that the GLA will file a lien on their property on August 25, 2004 unless full payment for their delinquent assessment fees is received. Motioned carried.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business
ACTION ITEM – Send approval form to Gelderloos re: shop addition. **Done.**

ACTION ITEM – Send approval letter to Rakela for 56 NG. **Done.**

ACTION ITEM – *[Pamela]* Request parking plan from Kramer (22-E SG). Tabled.

ACTION ITEM – Send approval to Johnston re: Building application. **Done.**

ACTION ITEM – Send approval to Johnston re. gate across Hercules **Done.**
See "New Business" below re: Johnston's 7/28/04 response to GLA approval.

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ACTION ITEM – Order sign for gate on Hercules Road.

ACTION ITEM – Send approval to Downs re: mobile home application. **Done.**

ACTION ITEM – Send approval notice to Kellys re: building application **Done.**

ACTION ITEM – Review Johnston letter of 6/24/04 re: enforcing mobile homes roof standards. The Board discussed.
MOTION: Charlotte Mizzi motioned and James Kozlik seconded to table further review of Everett's letter during the meeting. Everett should be informed that the Board will be doing further research on the mobile home roof issue. Motion carried.

4.2.1 New Business
James Kozlik stated that he would be available to be contacted to assist people in filling out the construction application papers in person to insure that the process is thoroughly completed

61-A (NG)/Robert Simons & Emily Coleman. Construction application.
The Board reviewed the Coleman's application and that the angle of the intersection to the guesthouse needs to be within 80-90 degrees
MOTION: James Kozlik motioned and Edwin Johnson seconded to approve Robert Simon's and Emily Coleman's construction application for 61-A (NG) on the following conditions: (1) That David Tonkin confirms that the grade is less than 12%; (2) The necessary septic permit is obtained prior to septic system construction; (3) The necessary electrical permit is obtained prior to the start of electrical work; and (4) The disturbed land be reseeded after construction. If condition (1) is met, James will contact Robert and Emily to remind them that a new application will need to be submitted to the GLA if construction is not completed within an 18 month period. Motion carried.

2-A (NG)/Marjorie Lombard. Small House Addition Construction application.
The Board reviewed the above application.
MOTION: Edwin Johnson motioned and Charlotte Mizzi seconded to approve Marjorie Lombard's small house addition construction application. The GLA will also inform Marjorie that she needs to confirm with Park County that her existing septic tank is the correct size to include her new addition. Motion carried.

Tract 37-1 E (SG)/Benjamin & Diana Mitchem. Construction Application.
MOTION: James Kozlik motioned and Edwin Johnson seconded to approve Benjamin and Dian Mitchem's Tract 37-1E (SG) building application on the following conditions: (1) The GLA needs confirmation that the drainfield is greater than 100 feet from the well; (2) The necessary septic permit is obtained prior to septic system construction; (3) The necessary electrical permit is obtained prior to the start of electrical work; and (4) The disturbed land

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should be reseeded after construction. Also, the GLA requests that the Mitchem's indicate the age of their modular and suggests that a shared-well agreement is acquired from ***(Get name from CB).*** Motion carried.

Revision of 7/12/04 Motion re: Gate between Parcels #82 & "83 (SG)/Everett Johnston's Gate Variance Application.
The Board discussed revising condition #1 of their July 12, 2004 motion on Everett Johnston's gate variance application and agreed it should read as follows:
MOTION: James Trisdale motioned and James Kozlik seconded to respond to Everett Johnston's gate variance application stating that the GLA has a permanent easement on the land on which the gate is standing. The GLA approved the gate variance application with the following conditions: (1) The gate must *always* remain *unlocked* (365 days/year & 24 hours/day) except during Big Boar Hunting Season; (2) If the GLA is informed that the gate is locked *at any time*, it will be removed at Johnston's expense; (3) The GLA will provide a sign which will be placed on the gate. The sign will state: "You are entering private property. Please stay on the road. This gate is for access by Glastonbury Landowners and their guests only." Motion carried.

7/28/04 Letter from Everett Johnston- Responding to the GLA's Gate Approval Conditions between Parcels #82 and #83 (SG).
The Board reviewed and discussed the points in Everett Johnston's 7/28/04 letter.
MOTION: Orlando Johnson motioned and Cynthia seconded to ask Everett Johnston to remove the gate entirely because its existence is not provided for in the easement.
The Board discussed.
MOTION: Charlotte Mizzi motioned and Cynthia Blocker seconded her motion to table the above motion. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[JT]* Send list of owners needing weed control to Denise. Tabled.
The Board discussed that the letter should contain information on a refund of up to $50 a year for 3-year weed spraying contracts.

ACTION ITEM – *[Denise]* Draft letter to County re: weed control. Tabled.

ACTION ITEM – Determine cost of spraying for weeds this fall. David and Cynthia confirmed that the refund received for last year's spraying and the amount remaining in the spraying budget will cover the expense of weed spraying in the fall.

4.3.1 New Business

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Caspari Way Follow-Up Report (Ronda Alexander). Ronda reported that the clean-up for the Alexander property has been completed and that an agreement has been made with the Church for the clean-up of the Caspari Way road.

Mowing Weeds on Edges of Glastonbury Roads: David confirmed that he and JT will mow the edges of the roads in both North and South Glastonbury during the next couple of weeks. The expense will be between $500-700 and is covered in the budget.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ullrich. Tabled.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

ACTION ITEM – *[Denise]* Determine Hansard new address Tabled.

ACTION ITEM – Call NGTC re. Paul Rantallo's trailer. **Done.**
David reported that Denise spoke to Dorothy Whitehead of the NGTC, who told her that Paul said his trailer will be removed within a week or so. See "New Business" below.

4.4.2 New Business

Rantallo Trailer on NGTC Property
David reported that just prior to the meeting, Paul delivered a letter which states he has tried to give the trailer away without success and that William Smith suggested he ask the Fire Department to take the trailer for a practice burn .The letter contained the enclosure of a copy of the certificate of title which reveals that Paul is not the owner of the trailer. The Board agreed that GLA will write a letter to the NGTC which states that the trailer is an eyesore, needs to be removed within 30 days and references Paul's conversation with William Smith.

ACTION ITEM - Revisit Dog Issue from March Meeting. Tabled.

Abandoned truck parked on Taurus Road in NG. Charlotte reported that a truck has been parked on Taurus Road near Michael McCann's home for over a month. She will request that Philip Hoag contact McCann regarding the truck.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson. No report..

4.5.1 Old Business

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson. No report..

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4.6.1 Old Business

ACTION ITEM – Status Report on ability to become a charity organization. Tabled.

ACTION ITEM – Status of legal formation of PVRC. Tabled.

ACTION ITEM – *[Janet]* Filing Parcel 16-A as part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. **Done.**

4.7.2 New Business. None.

4.8 Clean-up Committee Report --, Chair. No report. .

4.8.1 Old Business. None.

4.8.2 New Business. None.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

4.9.1 Old Business. None.

4.9.2 New Business. None.

5. Other Business

5.1 Shelter Insurance

ACTION ITEM – *Orlando & Philip].* List points to consider regarding shelter insurance. Tabled.

5.2 Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:20 p.m. with no further business. The next meeting will be held on September 13, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB080204.1	Charlotte to acquire Roberts Rule of Order for Board to review.
GB080204.2	Denise to document meeting minute guidelines to be passed on to each group of newly elected Board members.

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GB080204.3	Denise to document GLA motions and provide a copy to each board member.
GB080204.4	Ronda Alexander to send newsletter proposal to Board.
TR080204	Cynthia to send letter to specific landowners re: pending liens to be filed on August 25.
AR080204.1	David to confirm grade percentage of Parcel 61-A (NG) Simons/Coleman..
AR080204.2	Denise to send approval notice to Simons & Coleman, 61-A (NG) based on approval conditions.
AR080204.3	Denise to send approval notice to Marjorie Lombard 2-A, NG..
AR080204.4	Cynthia to give Denise name of Bozeman water company that provides shared well agreement.
AR080204.5	Denise to send approval notice to Mitchem, Tract 37-1E (SG)..
AR080204.6	Denise to send letter to Johnston responding to his letters of 6/24/04 (mobile home) and 7/28/04 (gate response).
AR080204.7	David to seek consultation from our attorney's re: Everett Johnston's gate.
AR080204.8	? to further research mobile home roof issue contained in Everett Johnston's 6/24/04 letter.
RDWD080204.1	David will contact JT to arrange spraying.
RDWD080204.2	David & JT to mow weeds on edges of Glastonbury roads
RDWD080204.3	Denise to tell JT that Charlotte received weed complaints concerning Lot 11 (NG) and Lot 81 (SG).
CP080204.1	Denise to write NGTC re: Rantallo trailer.
CP080204.2	Charlotte to ask Philip Hoag to contact Michael McCann regarding truck on Taurus Road.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 2, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 7, 2004 Minutes
   July 12, 2004 Minutes

3. **General Business**
   3.1. Old Business
   ACTION ITEM - 2004 Budget & Paving
   ACTION ITEM – *[Denise]* Status of ltr to Church on easements for Sirius Way
   3.2. New Business
   GLA Newsletter (Ronda Alexander will be at meeting)

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM – Communicate with Title Co. regarding liens
   ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

   4.1.2. New Business

   4.2. Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. Old Business
   ACTION ITEM – *[Denise]* Send approval form to Gelderloos re. shop addition
   ACTION ITEM – *[Denise]* Send approval letter to Rakela for 56 NG
   ACTION ITEM – *[Pamela]* Request parking plan from Kramer (22-E SG)
   ACTION ITEM – *[James]* Send approval to Johnston re Building application
   ACTION ITEM – *[Denise]* Send approval to Johnston re. gate across Hercules
   ACTION ITEM – Order gate sign
   ACTION ITEM – *[Denise]* Send approval to Downs re. mobile home application
   ACTION ITEM – *[Denise]* Send approval notice to Kellys re. building application
   ACTION ITEM – Review Johnston ltr re. enforcing mobile homes stds

   4.2.2 **New Business**
   Review construction application for 61-A (NG)/Robert Simons & Emily Coleman
   Review new construction project ~~(coming in mail)~~ 2-A (NG) / Marjorie Lombard

   4.3. Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – *[JT]* Send list of owners needing weed control to Denise
   ACTION ITEM – *[Denise]* Draft letter to County re. weed control
   ACTION ITEM – *[JT]* Determine cost of spraying for weeds this fall

   4.3.2. New Business
   Follow-up Report from Ronda Alexander re: Caspari Way

4.4. Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[Denise]* Determine Hansard new address
ACTION ITEM – Call NGTC re. Rantello's trailer

4.4.2 New Business

Revisit Dog Issue from March Mtg

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1 Old Business

ACTION ITEM – Status Report on ability to become a charity organization
ACTION ITEM – Status of legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2 New Business

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

5.2 Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6 Next Meeting and Adjournment

8/2/04 MTG

08/02/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of July 31, 2004

	Jul 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	11,217.97
1st National Bank Savings	9,876.39
Total Checking/Savings	21,094.36
Accounts Receivable	
Accounts Receivable	78,269.23
Total Accounts Receivable	78,269.23
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	98,790.09
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**98,791.09**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	31,662.71
Total Equity	-145,521.22
TOTAL LIABILITIES & EQUITY	**98,791.09**

08/02/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2004

	Jan - Jul '04	Budget	$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	44,257.50	-44,147.50
Total 1. General Income	2,022.18	44,257.50	-42,235.32
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	275.00		
06. Dwelling Assessment 2002	742.10		
07. Dwelling Assessment 2003	1,568.19		
08. Dwelling Assessment 2004	15,737.72		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	275.00		
14. Land Assessment 2002	982.09		
15. Land Assessment 2003	2,108.19		
16. Land Assessment 2004	27,320.90		
2. Assessments - Other	120.00		
Total 2. Assessments	55,849.19		
3. Late Fees/Finance Charges			
1. Finance Charges	609.06		
2. Five Percent Penalty	148.50		
Total 3. Late Fees/Finance Charges	757.56		
Total Income	58,628.93	44,257.50	14,371.43
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	4,765.81	-4,765.81
Total A. Business Expenses	835.00	4,765.81	-3,930.81
B. Office Expense			
1. Copying	872.50		
2. Postage	978.58		
3. Office Supplies	210.36		
4. Misc. Expenses	4,866.17		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,283.31	-1,283.31
Total B. Office Expense	7,214.10	1,283.31	5,930.79
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	4,504.37		
5. Secretarial	4,554.00		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	9,741.62	-9,741.62
Total C. Professional Fees	15,897.02	9,741.62	6,155.40
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	3,095.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		

GLA 01706

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2004

	Jan - Jul '04	Budget	$ Over Budget
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	22,458.31	-22,458.31
Total D. Road Repairs & Maintenance	20,772.14	22,458.31	-1,686.17
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	180.00		
E. General Expenses - Other	0.00	350.00	-350.00
Total E. General Expenses	300.00	350.00	-50.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	182.23		
F. Misc. Projects - Other	0.00	5,658.31	-5,658.31
Total F. Misc. Projects	5,559.63	5,658.31	-98.68
H. Discount	437.50		
Total Expense	51,015.39	44,257.36	6,758.03
Net Income	**7,613.54**	**0.14**	**7,613.40**

GLA 01707

2004 List of Delinquent Accounts-GLA

Reminder letters sent to all on 5/25/04-must call for a payment plan to be mailed to them.

Name	Parcel Numbe	Delinquent Amount	Current Amount Due	Total amount due	Paid in full	Signed Payment Plan received-date	Payment amount	
Cit Finance	SG-21-A		$ 120.00	$ 360.00	**Paid in full**			
Diehl, Denise	SG 25-D	**$ 318.11**	$ 240.00	$ 558.11	**Paid in full**			
Dubiel, Gerald	NG32-B	**$ 162.80**	$ 240.00	$ 502.80		5/21/04	$ 50.00	
Duke, Rosanne	NG33-C	**$ 284.88**	$ 240.00	$ 524.88				
Eisvang,Jorn	SG0-63	**$ 291.94**	$ 120.00	$ 411.94				
Ryan Elvrom	NG-57-D	**$ 268.94**	$ 240.00	$ 268.94	**Paid in full**	previous owner owes balance		
Hayward, Donald	SG-35C	**$ 683.03**	$ 360.00	$ 1,043.03		form mailed		
Irwin, Simeon	NG44-B	**PAID**	PAID	PAID	**Paid in full**		$ 350.00	
Kaminski, Norene	NG-10-B	**$ 172.60**	$ 240.00	$ 412.60		6/17/04	$ 10.00	
Leykamm, Manfred	SG 55	**$ 268.80**	$ 240.00	$ 508.80				
Lisota, Martin	SG50-A	**PAID**	$ 240.00	$ 240.00			$ 138.00	
Mayer, Zygmond	NG 45	**$ 268.80**	$ 240.00	$ 508.80				
Pinardo, Pedro	SG 32-C	**$ 254.89**	$ 240.00	$ 494.89				
Simonson, Cathi	SG 25-E	**PAID**	$ 240.00	$ 240.00			$ 230.87	
Smith, William	NG42-A	**PAID**	$ 240.00	$ 240.00				
Smith, William	NG 54-A	**$ 82.62**	$ 120.00	$ 202.62				
Smith, William	NG 55-A	**$ 491.11**	$ 120.00	$ 611.11				
Ulrich, Linda	NG 33-F	**PAID**	$ 212.00	$ 212.00		4/6/04	$ 100.00	
Van Unden, Kevin	SG 46-A	**$ 299.89**	$ 240.00	$ 539.89				

GLA 01708

12/04
MJG

Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on Aug. 2, 2004
date

Pamela May
signature

July 31, 2004
date

8/2/04 MTG

Charlotte Mizzi has my proxy for the GLA Meeting on Aug 2, 2004

Signed Edward J Anderson

Edward J. Anderson

2004-09-13_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 13, 2004

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Janet Naclerio (Secretary), Philip Hoag, Orlando Johnson and Pamela May

PROXIES: Janet Naclerio to James Kozlik

ALSO ATTENDING: Denise Orr (GLA secretary)

2. **Reading and Disposition of the Minutes General Business**

June 7, 2004 Minutes

MOTION: Charlotte Mizzi motioned and Edward Anderson seconded to approve the June 7, 2004 meeting minutes as amended. Motion carried.

AMMENDEMENT: James Kozlik motioned and James Trisdale seconded to amend the above motion by including the deleted contractor waiver and family conveyance paragraph on pg. 1, with corrections. Motion carried.

August 2, 2004 Minutes

The Board agreed that if, during the process of drafting the minutes, it appears there is a significant question in a motion's wording, the revised wording will be highlighted for board members to review.

MOTION: Charlotte Mizzi motioned and Edwin Johnson seconded to approve the August 2, 2004 meeting minutes as amended. Motion carried.

3. **General Business**

3.1 Old Business

ACTION ITEM - 2004 Budget: David presented the revised 2004 Budget. The Board discussed having a budget deficit of $7,000 and how it might handle the expenses of road grading and weed spraying.

MOTION: Cynthia Blocker motioned and Charlotte Mizzi seconded to approve the new 2004 Budget as amended. Motion carried.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "August 2004 Bank Transactions-Prepared September 13, 2004," "Balance Sheet As of August 31, 2004" and Income and Expense Budget Overview, January through August 2004."

File: MtgMins 09 13 04 FINAL.doc
Draft(s): 10 02 04; Amended: 10 09-14-FINAL
Approved: 10 04 04

4.1.1 Old Business
ACTION ITEM – Communicate with Title Co. regarding liens. Draft of letter done.

4.1.2 New Business
MOTION: Cynthia Blocker motioned and Charlotte Mizzi seconded to increase the 2005 assessments by 10% as allowed in the bylaws on land and dwelling assessments. Motion carried. (5 for, 1 against, 1 abstention.)

Board discussed that a letter announcing the assessment increase in 2005 should be sent out landowners.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair
4.2.1 Old Business
ACTION ITEM – Request parking plan from Neil Kremer (22-E SG). David to call Neil.

ACTION ITEM – Review Everett Johnston 6/24/04 letter Re. Enforcing Mobile Home Standards. Sent to Master Plan Committee for review.

ACTION ITEM – Review Johnston Letter of 7/28/04 Re. Gate across Hercules.
David reported that our attorney advised the GLA that under no circumstance should the gate across Hercules be locked, but it would not be a problem if the gate remained closed.
MOTION: Edwin Johnston motioned and Cynthia Blocker seconded to grant Everett Johnston permission to keep the gate across Hercules closed, but under no circumstance may it be locked. The GLA will provide a sign and attach it to the gate. Motion carried.

4.2.1 New Business
66 (SG)/Michael Koltonow: Application for residence and other structure.
Board discussed application.
MOTION: Edwin Johnson motioned and Edward Anderson seconded to approve Michael Koltonow's application for a residence and an extension to the structure on 66 (SG) *on the condition* that the Architectural committee confirms or obtains: (1) electrical permit has been or will be obtained; (2) setback and distances for the location of the well and septic system meet our standards; (3) evidence of a septic system permit; (4) drawings or pictures of the proposed structure to confirm it meets the covenants; (4) if cordwood construction building is proposed, confirm it meets GLA understanding of its method of construction, and; (5) the disturbed land be reseeded. Transferring the $250 bond from your application in 2000 will be approved when our Treasurer is able to determine that our records show this was submitted and not refunded. Motion carried.

File: MtgMins 09 13 04 FINAL.doc
Draft(s): 10 02 04; Amended: 10 09-14-FINAL
Approved: 10 04 04

18-1A (SG), Neil Kremer: Application for construction of riding arena.
MOTION: Edwin Johnson motioned and James Kozlik seconded to approve Neil Kremer's riding arena on Lot 18-1A (SG) upon clarification the arena is being used for commercial or private purposes and there is adequate parking.
Board discussed.
AMMENDMENT: Edwin Johnson motioned and James Kozlik seconded that the above condition of approval be modified to read "upon the condition that Neil's application be modified to clarify (1) whether the Kremer's riding lesson business is for commercial (i.e. for the purpose of making money) or private purposes, and (2) the location of the parking space, and the number of spaces. The $250 sanitation bond from Neil's previous application will be transferred to this new application. Amendment carried. Motion carried. (5 in favor and 2 opposed).

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Send list of owners needing weed control to Denise. Done 9/13/04.

ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control. In process.

4.3.2 New Business

Spraying Weeds JT reported that last month the weed sprayers advised him that spraying at this time would be less effective than spraying in the spring.
MOTION: Cynthia Blocker motioned and Edwin Johnson seconded that the GLA will spray the roads for which it is responsible in the spring of 2005. Motion carried.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David reported that he and Penelope Price (hired to serve as a witness and mediation assistant) will meet with Ulrich to discuss a written clean-up plan (approved by our attorney) for Kathleen to sign. The plan will include the agreement that if the clean up is not completed within the stated time frame specified in the clean-up plan, the GLA will have the authority to complete the clean up and charge the expense to Ulrich. The Board agreed that the signed agreement should be picked up from Ulrich the day following the above meeting.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

4.4.2 New Business

Revisit Dog Issue from March 2004 Meeting. Tabled.

Cristin Dhieux-Bray email Complaint of 8/29/04 Re: Problem with NG Dogs Off Leashes. David reported that Philip Hoag suggested response was forwarded to Christin. (See attached)

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – *Denise]* Status of Neighborhood Meetings minutes. In process.

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – Status of legal formation of PVRC. No report.

ACTION ITEM – Filing Parcel 16A as part of Glastonbury. David reported that our attorney is working on filing.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Clean-up Committee: No report. .

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance. No Report

5.2 Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. No Report

5.3 Election Committee- Pamela May, Chair.

The Board agreed to contact landowners who may want to run for the Board in November. Denise will ask Pamela to e-mail the Board the names of landowners whom she has already contacted.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held October 4, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

File: MtgMins 09 13 04 FINAL.doc
Draft(s): 10 02 04; Amended: 10 09-14-FINAL
Approved: 10 04 04

NEW ACTION ITEMS:

TR091304	David and Cynthia to review draft of letter to title company. **Done**
TR091304	Cynthia to draft a letter announcing assessment fees.
TR091304	Cynthia to research how the 5% discount in 2004 impacted the GLA financially and present findings to the Board at the October 4 meeting.
AR091304	David to contact Neil Kremer to request parking plan for meditation center. **Done**
AR091304	The Master Plan Committee will review enforcement of mobile home standards and propose a plan to the Board.
AR091304	Denise to send Everett Johnston project approval re: gate across Hercules Road.
AR091304	James Kozlik to contact Michael Koltonow concerning conditions of project approval.
AR091304	Denise to send project application approval with conditions to Michael Koltonow, 66 (SG), after hearing back from James Kozlik regarding his contact with Michael.
AR091304	David to contact Neil Kremer concerning modifications for his applications for: a meditation center and a riding arena. **Done**
AR091304	Denise to send Neil Kremer project application approval for riding arena after David has confirmed modifications. **Done**
MP091304	Denise to complete approved of neighborhood meeting minutes and sending to David.
MP091304	Master Plan Committee to meet on October 15 to review neighborhood meeting proposals.
EL091304	Denise to ask Pamela to (1) send to the Board the names of those she has contacted about potentially running for the Board in November, and (2) ask the Board to contact additional qualified landowners regarding running for the Board.

File: MtgMins 09 13 04 FINAL.doc
Draft(s): 10 02 04; Amended: 10 09-14-FINAL
Approved: 10 04 04

2004-09-13_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 13, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 7, 2004 Minutes
   August 2, 2004 Minutes

3. **General Business**
   3.1. Old Business
   ACTION ITEM - 2004 Budget

   3.2. New Business

4. **Report of Officers and Committees**
   4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM – Communicate with Title Co. regarding liens

   4.1.2. New Business

   4.2. Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. Old Business
   ACTION ITEM – *[Pamela]* Request parking plan from Kramer (22-E SG)

   ACTION ITEM – Review Johnston ltr re. enforcing mobile homes stds

   ACTION ITEM – Johnston re. gate across Hercules

   4.2.1 New Business

   4.3. Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – *[JT]* Send list of owners needing weed control to Denise

   ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control

   4.3.2. New Business

   4.4. Complaint Committee Report – Charlotte Mizzi – Chair
   4.4.1. Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich

   ACTION ITEM – *[David]* Status of removing rock pile above culvert

   4.4.2. New Business
   Revisit Dog Issue from March Mtg

4.5. Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1. Old Business

4.5.2. New Business

ACTION ITEM – *Denise]* Status of Neighborhood Meetings minutes.

4.6. Recreation Committee Report – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Status of legal formation of PVRC

ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. New Business

4.7. Web Site Committee Report - Edward Anderson, Chair

4.7.1. Old Business

4.7.2. New Business

4.8. Clean-up Committee Report –, Chair

4.9. Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business

5.1. Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

5.2. Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

5.2 Election Committee *[Pamela]*

6. Next Meeting and Adjournment

9/13/04

09/13/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of August 31, 2004

	Aug 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	12,221.09
1st National Bank Savings	9,876.39
Total Checking/Savings	22,097.48
Accounts Receivable	
Accounts Receivable	69,409.21
Total Accounts Receivable	69,409.21
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	90,933.19
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**90,934.19**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	24,405.98
Total Equity	-153,378.12
TOTAL LIABILITIES & EQUITY	**90,934.19**

09/13/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through August 2004

	Jan - Aug '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	1,750.00		
A. General Income - Other	110.00	50,580.00	-50,470.00
Total A. General Income	3,022.18	50,580.00	-47,557.82
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	395.00		
06. Dwelling Assessment 2002	1,122.18		
07. Dwelling Assessment 2003	2,236.40		
08. Dwelling Assessment 2004	17,841.66		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	515.00		
14. Land Assessment 2002	1,362.18		
15. Land Assessment 2003	2,896.39		
16. Land Assessment 2004	29,924.53		
B. Assessments - Other	120.00		
Total B. Assessments	63,381.34		
C. Late Fees/Finance Charges			
1. Finance Charges	1,140.14		
2. Five Percent Penalty	235.90		
Total C. Late Fees/Finance Charges	1,376.04		
Total Income	67,779.56	50,580.00	17,199.56
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	102.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	5,446.64	-5,446.64
Total A. Business Expenses	5,458.19	5,446.64	11.55
B. Office Expense			
1. Copying	872.50		
2. Postage	978.58		
3. Office Supplies	210.36		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,466.64	-1,466.64
Total B. Office Expense	3,026.91	1,466.64	1,560.27
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Secretarial	5,394.00		
5. Professional Fees	4,504.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	11,133.28	-11,133.28
Total C. Professional Fees	16,737.02	11,133.28	5,603.74
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	3,095.00		

GLA 01721

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through August 2004

	Jan - Aug '04	Budget	$ Over Budget
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	25,666.64	-25,666.64
Total D. Road Repairs & Maintenance	28,328.46	25,666.64	2,661.82
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	180.00		
E. General Expenses - Other	0.00	400.00	-400.00
Total E. General Expenses	300.00	400.00	-100.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	236.98		
F. Misc. Projects - Other	0.00	6,466.64	-6,466.64
Total F. Misc. Projects	5,614.38	6,466.64	-852.26
H. Discount	437.50		
Total Expense	59,902.46	50,579.84	9,322.62
Net Income	7,877.10	0.16	7,876.94

GLA 01722

2004-10-04_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 4, 2004

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Pamela gave the opening prayer.
   PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Pamela May, and James Trisdale (JT)
   ABSENT: Philip Hoag, Edwin Johnson, Charlotte Mizzi
   PROXIES: Pamela May to Cynthia after 8:30 p.m.
   ALSO ATTENDING: Denise Orr (GLA administrative secretary), Dan Blocker, Laura Boise, and Ronda Alexander.

2. **Reading and Disposition of the Minutes General Business**
   September 13, 2004 Minutes
   MOTION: Cynthia motioned and JT seconded to approve the September 13, 2004 meeting minutes as amended. Motion carried.

3. **General Business. None**

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
   Cynthia passed out "September 2004 Bank Transactions-Prepared September 26, 2004," "Balance Sheet As of September 30, 2004" and "Income and Expense Budget Overview January through September 2004."

   Reminder from Cynthia to the Board: When submitting petty cash slips, please put the appropriate budget number on the slips.

   4.1.1 Old Business
   ACTION ITEM – Send letter to Title Co. regarding liens. Tabled.

   ACTION ITEM – Draft letter re: increase in assessments. Tabled.

   ACTION ITEM – Financial effect of 5% discount on assessments. Cynthia reported that she has not yet received all the research information from Clare.

   4. 2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair
   4.2.1 Old Business
   ACTION ITEM – Request parking plan from N. Kremer for SG Teaching Center Meditation Building (22-E SG). Done. David reported that Neil's application is now approved based on his submittal of an acceptable parking plan.

File: MtgMins 10 04 04 final.doc
Draft(s); 10 12 04 final
Approved: 11 01 04:

ACTION ITEM – Review E. Johnston letter re: enforcing mobile homes standards. Tabled because of Wallace's building application below.

ACTION ITEM – Revisit Johnston's gate across Hercules Road. The Board discussed the gate issue in detail.
MOTION: JT motioned and Orlando seconded to reject his request for a waiver for the gate and to take down the gate across Hercules Road.
AMENDMENT TO MOTION: JT motioned and James Kozlik seconded to send a letter to E. Johnston stating that since the gate is technically on GLA land, we exercise our easement right to require that Johnston remove the gate within 10 days of the date of our letter or the GLA will remove it for him. Amendment carried: 6 - in favor. 1 – opposed. Amended Motion carried unanimously.

ACTION ITEM – Status of Koltonow's project application. See "New Business" below.

ACTION ITEM - Status of Neil Kremer's Arena Application. Pamela reported that Neil responded to the GLA's request re: the specific purpose of the arena stating that he and Linda have a cottage industry for the purpose of offering riding lessons; there is adequate parking space. The conditions of the GLA's preliminary approval of Neil's application have been met.

4.2.1 New Business

Michael Koltonow, 66 (SG)/Wood Frame Building Construction Application
The Board discussed that Koltonow noted his request for application approval was "urgent" but there were a number of questions concerning his application that needed to be addressed before approval could be considered.
MOTION: James Kozlik motioned and Cynthia Blocker seconded to have a Board member visit Michael Koltonow and his construction site and report back to the Board the findings. The Board member will (1) Check out the power source; (2) Inquire if the 80'x 25' building will be inhabited; (3) Suggest that Michael might want to consider a different placement for the water tank; (4) Request verification of an electrical permit; (5) Request verification of a septic permit or that a licensed contractor installed the septic tank; (6) Inform Michael that our accounting department is in the process of researching a record of the $250 reclamation bond which he claims to have submitted with his original application several years ago. Advise Michael that it would be helpful and speed up the process if he could provide a cancelled check or receipt. Motion carried.
Orlando agreed to visit Michael with the above information.

Robert & Mary Wallace, 84-D SG, Subdivision and Home Construction Application

Subdivision Application: Board discussed this parcel which is owned by tenancy-in-common. Board discussed that it needs plat map and signatures of all of the tenants-in-common before reviewing further.

Home Construction Application:

MOTION: JT motioned and Orlando seconded that Wallace be informed that the GLA cannot fully evaluate his application until it receives: (1) A plat map showing preliminary lot lines indicating where the house will be situated; (2) The location of the well, septic system and set backs; (3) Specific clarification as to whether the Burns shelter is or is not tied into the septic system Wallace will be sharing, and an explanation as to whether or not the existing septic and well is a community septic and well or if they are for single family residents; and (4) Payment of $250 for the sanitation bond is required. (The bond from the previous construction application cannot be transferred to this new project as that project has not been completed). Motion carried.

Jacob Meijer, Parcel 33 NG, Construction of Garage Application. It was noted that the garage has already been constructed.
MOTION: JT motioned and Orlando seconded to approve the garage with the condition that an electrical permit is obtained before electric work is started. Motion carried with one abstention.

Sabrina Hanan, Parcel 55 (NG), Construction of Home & Garage Application.
Board discussed.
MOTION: James Kozlik motioned and Edward Anderson seconded to approve Sabina Hanan's application for construction of home & garage on Parcel 55 (NG) with the following conditions: (1) the complete information on electrical and septic permits is submitted; (2) the disturbed land is reseeded after construction; and (3) the $250 sanitation bond is submitted. Motion carried with one abstention.

Fire Hydrant at Capricorn and Venus: The rural Fire Dept. strongly urged Glastonbury to help install this hydrant to improve fire-fighting capabilities for homes in NG. The total cost for GLA, including installation, would be approximately $2,500. The Fire Dept. is willing to pay for the hydrant and elbow at the bottom of the hydrant and has proposed that the GLA pays $1,000-$1,500 for installment plus $1,000 for the "T" and shut off valve. The contractor who would do this job is Mike Graham. The hydrant installation was important even though it was not in our 2004 budget.
MOTION: Orlando motioned and Janet seconded to approve $2,500 for the cost of installation Motion carried.

Kathleen Ramp Application to Relocate Parcels 97/98 (SG) Road. David reported that Kathleen contacted him by phone prior to the meeting requesting approval to relocate her road to a location closer to the driveway on Parcel 95 where it ties into Hercules. Her current road

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moved Golmeyer Cr., which was not approved by the Department of Natural Resources and Conservation, and she needs to move it back. The Board agreed that David could meet with Kathleen on their behalf and workout the final details of the conditions for approval for the relocation of her road. The Board also agreed that our conditions of approval for the road (including that her road must meet all state requirements) should be documented in writing for Kathleen and our files.

Kathleen Ulrich, 32-D (NG)/ Application for Shed Construction and Setback Variance. MOTION: Orlando motioned and JT seconded to approve Ulrich's shed construction and variance. Motion carried.

4.2 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[Denise]* Draft letter to landowners re: weed control. Done.

4.3.1 New Business

Guard posts for High South Glastonbury Fire Fighting Water Tank. David reported that we need to put up guard posts around the buried tank because people are parking over it and there is some cave-in occurring.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David presented the 3-page clean-up plan that Ulrich signed on 10/4/04. The clean-up plan gives GLA the right to clean up if Ulrich fails to do so by the dates stated in the clean-up plan and charge her GLA's cost. David hopes to have community clean-up party on 10/16/04 at Ulrich's home.
MOTION: Orlando motioned and JT seconded to approve Ulrich's clean-up plan. Motion carried.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Hansard clean up. New phone number sent to P. Hoag to follow up with Hansard.

4.4.2 New Business

Cynthia/Daniel Blocker Complaint re: Barking Dogs & Eyesore on J. Trisdale Property. Board reviewed and discussed a written complaint submitted by Cynthia Blocker with both parties. It proposed forming a committee comprised of Orlando Johnson, James Kozlik and David to visit the property in question and to meet separately with each party – for the purpose of gathering facts. The Committee will then report its findings to the rest of the Board for final review. Both parties approved the committee members and their role in fact finding. The

Board also requested that JT submit a written response to the Blockers' complaint to James Kozlik or David Tonkin within one week.

Revisit Dog Issue from March Meeting: Tabled.

Eleanor Schieffelin Letter Re: Complaint about Cars & Trailers on Parcel 38 NG. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Status of Neighborhood Meetings minutes. Denise confirmed that the minutes will be transcribed and sent to attendees of meetings for approval.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury.

4..6.2 New Business

Status report on PVRC activities. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Clean-up Committee: No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*. Tabled.

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

5.3 Election Committee: Pamela May, Chair.

ACTION ITEM – Status report. No report.

6. Next Meeting and Adjournment

The meeting was officially adjourned at 10:06 p.m. (when quorum was not met) but continued on until 10:20 p.m. The next meeting will be held November 1, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

AR100404.1 Send E. Johnston letter re: gate. **Done.**

AR100404.2 Orlando to contact Koltonow re: new application. **Done**

AR100404.3 Denise to write to Koltonow when Board grants final decision on his application.

AR100404.4 Denise to write R. Wallace re: subdivision and home construction applications when Board comes to final decision re: his applications.

AR100404.5 Denise to send Jacob Meijer garage approval.

AR100404.6 Denise to send Sabrina Hanan approval for home & garage application.

AR100404.7 David to contact Kathleen Ramp re: relocation of road and document approval agreement. **Done**

AR100404.8 Denise to send approval to K. Ulrich for shed construction and variance.

CP100404.1 Denise to send approval to K. Ulrich for her clean-up plan.

CP100404.2 Orlando, James K. and David to gather facts on Blocker complaint, meet with 2 parties and report to Board. **Done**

MP100404 Denise to send neighborhood meeting minutes to attendees for approval. **Done.**

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
October 4, 2004

1 Call to Order, Opening Prayer

2 Reading and Disposition of Minutes
September 13, 2004 Minutes

3 General Business
3.1 **Old Business**

3.2 **New Business**

4 Report of Officers and Committees
4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
4.1.1 Old Business
ACTION ITEM – Send letter to Title Co. regarding liens - **Table**
ACTION ITEM – Draft letter re. increase in assessments -**Table**
ACTION ITEM – Finacial effect of 5% discount on assessments

4.1.2 New Business

4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
***4.2.1* Old Business**
ACTION ITEM – *[David]* Status on parking plan from Kramer (22-E SG) **Done**
ACTION ITEM – *[David]* Review Johnston ltr re. enforcing mobile homes stds
ACTION ITEM – Revisit Johnston's gate across Hercules Rd
ACTION ITEM – Status of Koltonow's project application
ACTION ITEM – Status of Kremer's arena application

4.2.1 New Business
Wallace, 84 SG Subdivision & House application
Jacob Meijer, 33 NG Garage
Sabrina Hanan, 55 NG Home and garage
Fire Hydrant at Capricorn and Venus
Ramp road relocation

4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
4.3.1 Old Business
ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control

4.3.2 New Business
Guard Posts for high south water tank
Guard posts for SG water reservoir

4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
4.4.1 Old Business
ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich

ACTION ITEM – *[David]* Status of removing rock pile above culvert **Table**
ACTION ITEM – *[Denise]* Status of Hansard clean up

4.4.2 New Business
Revisit Dog Issue from March Mtg

4.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1 Old Business
ACTION ITEM – *[Denise]* Status of Neighborhood Meetings minutes.

4.5.2 New Business

4.6 **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1 Old Business
ACTION ITEM – *[David]* Status on filing Parcel 16A as part of Glastonbury

4.6.2 New Business
Status report on PVRC activities

4.7 **Web Site Committee Report** - Edward Anderson, Chair
4.7.1 Old Business

4.7.2 New Business

4.8 **Clean-up Committee Report** –, Chair

4.9 **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business
5.1 **Shelter Insurance** *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

5.2 **Including Parcels in GLA**
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

5.2 **Election Committee** *[Pamela]*
ACTION ITEM – Status report

6 Next Meeting and Adjournment

Oct 4, 2004
MTG MIN

10/04/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of September 30, 2004

	Sep 30, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	10,850.33
1st National Bank Savings	9,876.39
Total Checking/Savings	20,726.72
Accounts Receivable	
Accounts Receivable	69,712.20
Total Accounts Receivable	69,712.20
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	89,865.42
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**89,866.42**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	23,338.21
Total Equity	-154,445.89
TOTAL LIABILITIES & EQUITY	**89,866.42**

to

Oct 4, 2004
MTG MIN

10/04/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2004

	Jan - Sep '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	1,750.00		
A. General Income - Other	110.00	56,902.50	-56,792.50
Total A. General Income	3,022.18	56,902.50	-53,880.32
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	395.00		
06. Dwelling Assessment 2002	1,133.47		
07. Dwelling Assessment 2003	2,180.72		
08. Dwelling Assessment 2004	17,892.56		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	515.00		
14. Land Assessment 2002	1,493.46		
15. Land Assessment 2003	2,960.71		
16. Land Assessment 2004	29,895.42		
B. Assessments - Other	120.00		
Total B. Assessments	63,554.34		
C. Late Fees/Finance Charges			
1. Finance Charges	1,157.52		
2. Five Percent Penalty	241.90		
Total C. Late Fees/Finance Charges	1,399.42		
Total Income	67,975.94	56,902.50	11,073.44
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	452.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	6,127.47	-6,127.47
Total A. Business Expenses	5,808.33	6,127.47	-319.14
B. Office Expense			
1. Copying	872.50		
2. Postage	1,125.33		
3. Office Supplies	210.36		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,649.97	-1,649.97
Total B. Office Expense	3,173.66	1,649.97	1,523.69
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ullrich	40.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,797.25		
4. Secretarial	6,366.00		
5. Professional Fees	4,570.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	12,524.94	-12,524.94
Total C. Professional Fees	17,815.02	12,524.94	5,290.08
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		

GLA 01734

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2004

	Jan - Sep '04	Budget	$ Over Budget
Total 2. Road Maint.	3,095.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	28,874.97	-28,874.97
Total D. Road Repairs & Maintenance	28,328.46	28,874.97	-546.51
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	272.00		
E. General Expenses - Other	0.00	450.00	-450.00
Total E. General Expenses	392.00	450.00	-58.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	407.23		
F. Misc. Projects - Other	0.00	7,274.97	-7,274.97
Total F. Misc. Projects	5,784.63	7,274.97	-1,490.34
H. Discount	437.50		
Total Expense	61,739.60	56,902.32	4,837.28
Net Income	6,236.34	0.18	6,236.16

GLA 01735

Glastonbury Landowners Association
Board Member Proxy Notification

I, Pamela May,

give my proxy to Cynthia Blocker

for the GLA Board of Directors Meeting on 10-4-04 (date).

Pamela May (signature)

10-4-04 (date)

after 8:30 pm.

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 1, 2004

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1. **Call to Order, Prayer**
The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Philip gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT).
ABSENT: All present.
PROXIES:
ALSO ATTENDING: Denise Orr (GLA administrative secretary), Laura Boise (landowner), Dan Blocker (landowner), and Ronda Alexander (landowner).

2. **Reading and Disposition of the Minutes General Business**
October 4, 2004 Meeting Minutes

MOTION: James Trisdale motioned and James Kozlik seconded to approve the October 4, 2004 Meeting Minutes. Motion carried with one abstention from Charlotte Mizzi.

3 **General Business**

3.1 Old Business

ACTION ITEM – *[Denise]* Status of list of all GLA motions. Tabled
ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. Tabled

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "October 2004 Bank Transactions-Prepared Oct. 30, 2004," "Balance Sheet As of Oct. 31, 2004" and "Income and Expense Budget Overview January through October 2004." Cynthia distributed "Liens Filed During the Watch of Cynthia Blocker, 10/31/04," which listed paid and unpaid liens.

4.1.1 Old Business

ACTION ITEM – Send letter to Title Co. regarding liens. Done

ACTION ITEM – Financial effect of 5% discount on assessments. Cynthia stated that Clare's research revealed that this discount was advantageous in that it brought in more assessment income earlier in the year than had ever been received in prior years. The Board discussed that the advantage of receiving this income early versus the cost of the discount to GLA was about equal. The Board agreed to again offer the 5% discount on assessments in 2005.

4.1.2 New Business
Letter to Landowners concerning increase in assessments. David stated that the goal is to mail this letter to landowners by the end of November.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair
4.2.1 Old Business
ACTION ITEM – Status re: Johnston letter - re: enforcing mobile homes stds. Done
ACTION ITEM – Send response re: Johnston's gate across Hercules Rd. Done
ACTION ITEM – Status of Koltonow's project application. Done
ACTION ITEM – Send response re: Wallace's building application (84 SG). Done
ACTION ITEM – Wallace's subdivision application (84 SG). Done
ACTION ITEM – Send response to Meijer re: garage application. Done
ACTION ITEM – Send response to Hanan re: house application. Done
ACTION ITEM – Send response to K. Ulrich re: shed application. Done

4.2.1 New Business
Review Proposed Fee Schedule for project applications. Cynthia distributed "Proposed Fee Schedule to Be Considered by the GLA Board" that is a compilation of suggestions from the architectural committee. James proposed that the project application fee (#8 on above proposed schedule) be doubled for project applications that are submitted *after* construction has taken place. Board discussed proposed fee schedule briefly and agreed to review it in its entirety at December meeting.

MOTION: Pamela motioned and James Kozlik seconded that a flat $20 non-refundable fee be submitted with each project application, effective immediately.
Board discussion.
AMENDMENT: Orlando motioned and Philip seconded to amend the above fee of $20 to $25 and that there should be an increase in this fee every two years based on the cost of living index (rounded to the nearest dollar). This fee will be posted on our website and added to our project application materials. Amendment carried.
Motion carried.

Peter Duffy, 50-A (NG), Building Application. Application for replacing mobile home with construction of new home. Board reviewed.
MOTION: Pamela motioned and JT seconded to approve the application for replacing a mobile home with construction of a new home from Peter Duffy on Lot 50-A (NG) with the conditions: (1) An electrical permit is obtained; (2) Peter checks with the Sanitarian to confirm that his current septic system is adequate for 4 bedrooms; and (3) The land be reseeded after construction. Motion carried.

South Glastonbury Teaching Center, 23A (SG), Application for extension of garage. MOTION: Pamela motioned and Cynthia seconded to approve the SGTC's application for an extension of its garage on the conditions that an electrical permit be obtained and the $250 sanitation bond be submitted. Motion carried.

Church Universal & Triumphant, 32-A and 33-A (NG), Application to replace water reservoir. Board reviewed.
MOTION: Pamela motioned and Philip seconded to approve the application from the Church Universal and Triumphant to replace their water reservoir supplying water to Golden Age Village with a new steel water tank with the condition that tall shrubs be planted to help conceal the tank. Motion carried with one abstention from Charlotte Mizzi.

Cargo Units on Paul Rantallo's Property, 30-E. Philip reported that Paul Rantallo has moved one or two red cargo units to the area where the just removed mobile home formerly resided.
MOTION: Charlotte motioned and JT seconded that the GLA write a letter to Paul Rantallo stating that he needs to submit a project application to the GLA for the placement of the cargo units on his property. Also, he needs to rectify the culvert situation. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control. Done
ACTION ITEM – *[David]* Review Road Maintenance plan. Tabled

4.3.1 New Business. None

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Review Blocker/Trisdale complaint David read the Ad Hoc Committee's report on findings concerning the complaint. The Board and both parties discussed the issue at length. The following actions were proposed as final solutions and accepted by both parties: (1) The trailer and GLA pickup with sander will be moved to the back of the Trisdale home; (2) The present location for storing the equipment is acceptable to both parties and new requests to change the location will not be given; (3) The GLA will provide two extension cords for winter plug-in of equipment and provide a neutral colored tarp to cover the hay; and (4) David will draw up a document, for each party's signature.

ACTION ITEM – *[Denise]* Send response to K. Ulrich re: clean-up plan. Done

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. David reported clean up has started.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled

ACTION ITEM – Status of Hansard clean up. David reported a final letter was recently sent to Hansard, 81 SG, requesting submittal of a clean-up plan or face legal action.

4.4.2 New Business
Revisit Dog Issue from March Mtg. Tabled
Everett Johnson complaint letter. Tabled

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.
4.5.1 Old Business. None.

4.5.2 New Business.
Review changes to proposed Master Plan. David and Charlotte reported that the Committee has tallied the recommendations that were submitted by the neighborhood meeting and these recommendations will be presented at the Annual Meeting.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty
4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury. Received papers to file on Parcel 16A.

4.6.2 New Business
Status report on PVRC activities.

Formation of PVRC Articles without Authorization by PVRC or GLA Board and Election of new PVRC Board without due notification.
The Board's discussion on the above issues included the following: (1) The GLA leases the recreation land to the PVRC and the GLA needs to draw up a formal lease; (2) A review of Robert Wallace's e-mail letter of Oct. 31, 2004 concerning the same above issues and additional concerns. GLA will respond to Robert Wallace's letter stating that the Board is in the process of reviewing the issues he has raised in his letter; (3) Janet will acquire a copy of the Articles of Incorporation that Pouwel filed and give to the GLA Board to review; and (4) Orlando, James Kozlik, Janet and David will form a committee that will meet to compile the facts surrounding this issue; a couple of members of this committee will meet informally with the PVRC Committee on Wednesday evening to discuss the issues amicably and convey the information listed in the Motion (see below). Board stressed that discussion should include extending the GLA's gratitude to Pouwel for his service to the PVRC. (5) David will consult with our attorney regarding the quorum issue in the recent PVRC election.
MOTION: Orlando motioned and Cynthia seconded that the PVRC Committee should be told at their Wednesday, November 3rd meeting, to abate further action in the application of

incorporation until after the GLA reviews the incorporation papers and agrees on the action to be taken regarding this document. Motion carried.

MOTION: Edwin motioned and Philip seconded to table further discussion concerning the above issue until the fact-finding committee reports back to the GLA Board. Motion carried.

Request from Pouwel Gelderloos for PVRC financial statements. Board to review this request after meeting with PVRC takes place.

4.7 Web Site Committee: Edward Anderson, Chair. No report

4.8 Clean-up Committee: No report

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG) No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip.]*
Tabled

5. 2 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled

5.3 Election Committee *[Pamela]*
ACTION ITEM – Status report; Review Annual Meeting Agenda & Assignments
David reviewed the annual meeting agenda and the report he will give at that meeting. He requested the Board members, who will give reports at the meeting, to give Denise outlines or transcripts of their reports.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:25 p.m. with no further business. The next meeting will be held on November 13, 2004 following the Annual Election Meeting at the Emigrant Hall. The following regularly scheduled meeting will be held on December 6, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR110104	Cynthia: Notify landowners about 5% discount in assessments.
TR110104	David to send letter in November to Landowners concerning increase in assessments.
AR110104	Board to review proposed fee schedule for discussion at December meeting.
AR110104	Denise to revise project applications to reflect new application fee and forward the information to Rudy for the website. Notify Pamela of new applications. **Done.**
AR110104	Denise to send project approval to P. Duffy. **Done.**
AR110104	Denise to send project approval to SGTC. **Done.**
AR110104	Denise to send project approval to Church re: water reservoir. **Done.**
AR110104	Denise to draft letter to Paul Rantallo. **Done.**
CP110104	David to draft resolution agreement for Blocker and Trisdale. Provide materials to Trisdale. **Done**
RC110104	Janet to acquire articles filed by Pouwel. for GLA Board review.
RC110104	GLA Board to develop lease agreement with PVRC.
RC110104	Fact-finding Committee, Orlando, James K., Janet and David, to meet to compile the facts surrounding PVRC issue and report to Board.
RC110104	Members of Fact-finding Committee meet with the Recreation Committee. **Done**
RC110104	David to consult with our attorney re: the quorum issue in the recent PVRC election
RC110104	Denise draft response to Robert Wallace's letter re: PVRC. **Done.**
EL110104	Board members who will speak at annual meeting to give Denise transcripts or outlines of their reports
EL110104	Denise to send history of 2004 complaints to Charlotte. **Done.**

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
November 1, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   October 4, 2004 Minutes

3 **General Business**
   3.1 Old Business
   ACTION ITEM – *[Denise]* Status of list of all motions
   ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order

   3.2 New Business

4 **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   ACTION ITEM – Send letter to Title Co. regarding liens
   ACTION ITEM – Financial effect of 5% discount on assessments

   4.1.2 New Business

   4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
   4.2.1 Old Business
   ACTION ITEM – Status re. Johnston ltr re. enforcing mobile homes stds
   ACTION ITEM – Send response re. Johnston's gate across Hercules Rd
   ACTION ITEM – Status of Koltonow's project application
   ACTION ITEM – Send response re. Wallace's building application (84 SG)
   ACTION ITEM – Wallace's subdivision application (84 SG)
   ACTION ITEM – Send response to Meijer re. garage application
   ACTION ITEM – Send response to Hanan re. house application
   ACTION ITEM – Send response to K. Ulrich re. shed application

   4.2.1 New Business
   Review Proposed Fee Schedule for project applications

   4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1 Old Business
   ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control
   ACTION ITEM – *[David]* Review Road Maintenance plan

   4.3.2 New Business

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – Review Blocker/Trisdale compliant
ACTION ITEM – *[Denise]* Send response to K. Ulrich re. clean-up plan
ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – Status of Hansard clean up

4.4.2 New Business

Revisit Dog Issue from March Mtg
Everett Johnson compliant ltr

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

4.5.2 New Business

Review changes recommended by committee & presentation at Annual Mtg

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1 Old Business

ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury

4.6.2 New Business

Status report on PVRC activities
Formation of PVRC without authorization by PVRC or GLA Board

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

4.7.2 New Business

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

5.3 Election Committee *[Pamela]*

ACTION ITEM – Status report; Review Annual Mtg Agenda & Assignments

6 Next Meeting and Adjournment

Recvd at 11/1/04 MTG.

11/01/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of October 31, 2004

	Oct 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	10,141.07
1st National Bank Savings	9,876.39
Total Checking/Savings	20,017.46
Accounts Receivable	
Accounts Receivable	67,233.55
Total Accounts Receivable	67,233.55
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	86,677.51
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**86,678.51**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	20,150.30
Total Equity	-157,633.80
TOTAL LIABILITIES & EQUITY	**86,678.51**

Recvd at 11/1/04
MTG

11/01/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2004

	Jan - Oct '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	2,000.00		
A. General Income - Other	110.00	63,225.00	-63,115.00
Total A. General Income	3,272.18	63,225.00	-59,952.82
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	515.00		
06. Dwelling Assessment 2002	1,202.50		
07. Dwelling Assessment 2003	2,286.75		
08. Dwelling Assessment 2004	18,623.82		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	635.00		
14. Land Assessment 2002	1,562.50		
15. Land Assessment 2003	3,093.35		
16. Land Assessment 2004	30,916.07		
B. Assessments - Other	120.00		
Total B. Assessments	65,922.99		
C. Late Fees/Finance Charges			
1. Finance Charges	1,184.62		
2. Five Percent Penalty	259.26		
Total C. Late Fees/Finance Charges	1,443.88		
Total Income	70,639.05	63,225.00	7,414.05
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	452.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	242.80		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	6,808.30	-6,808.30
Total A. Business Expenses	6,001.13	6,808.30	-807.17
B. Office Expense			
1. Copying	976.06		
2. Postage	1,279.95		
3. Office Supplies	259.06		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	1,833.30	-1,833.30
Total B. Office Expense	3,480.54	1,833.30	1,647.24
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	2,936.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ullrich	480.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	3,237.25		
4. Secretarial	7,062.00		
5. Professional Fees	5,002.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	13,916.60	-13,916.60
Total C. Professional Fees	20,384.02	13,916.60	6,467.42
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.1 Misc. Maintenence	230.00		
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		

Rec'd at 11/1/04 MTG

11/01/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2004

	Jan - Oct '04	Budget	$ Over Budget
Total 2. Road Maint.	3,325.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	32,083.30	-32,083.30
Total D. Road Repairs & Maintenance	28,558.46	32,083.30	-3,524.84
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	272.00		
E. General Expenses - Other	0.00	500.00	-500.00
Total E. General Expenses	392.00	500.00	-108.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	456.84		
F. Misc. Projects - Other	24.68	8,083.30	-8,058.62
Total F. Misc. Projects	5,858.92	8,083.30	-2,224.38
H. Discount	437.50		
Total Expense	65,112.57	63,224.80	1,887.77
Net Income	5,526.48	0.20	5,526.28

GLA 01749

	Proposed Fee Schedule to be considered by the GLA board			
				10/31/04
	description	**Suggested Price # 1**	**Suggested Price # 2**	**boards decision**
1	All fees non-refundable including a NON-REFUNDABLE SANITATION BOND			NEW IDEA
2	Building Permit-Dwelling over 200 sq ft.	$ 150.00	$ 100.00	
3	New roads (private ?)	$ 150.00	$ 100.00	
4	Driveways, Well, Septic	$ 25.00	$ 20.00	
5	Subdivisions	$ 150.00	$ 100.00	
6	Variance	$ 25.00	$ 20.00	
7	Well or septic or building additions	$ 25.00	$ 20.00	
8	Late fee for failure to provide application prior to starting projects. Requires immediate attention	$ 50.00	In addition to regular fees	
9	Building permit that covers items 2,3,5,6 for non-commercial projects.	(separate fees would cost $475) $400	NEW IDEA	
10	Sanitation Bond-Will be inaddition to fees above and will be non-refundable	$ 250.00	$ 250.00	In addition to all other fees
11	Mobile Home Replacement	$ 150.00	$ 100.00	
12	Commercial-or multi-lots--Other Constrution Projects	$ 500.00	$ 250.00	
13	Dwelling Under 200 square feet	N/A	N/A	
14	Sign Permit	$ 25.00	$ 20.00	

GLA 01750

15	Fee for montly payment plans/ per payment	$ 1.00	$ 1.00	
16	Fee for quarterly payment/ per payment	$ 2.00	$ 2.00	
17	Picking up stray dogs or animals	$ 50.00	$ 50.00	
18	Fine for dogs & cats without rabies shots	$ 50.00	$ 50.00	
19	Lien filing fee be raised on domestic owners	$ 55.00	$ 55.00	
20	Lien filing fee be raised on international owners	$ 60.00	$ 60.00	
21				
22	All fees non-refundable including NOW a NON-REFUNDABLE SANITATION BOND			
23				
	All fees above if not paid will be added to the assessment invoice. Penalties and interest will apply. If and when the balance due becomes greater than $250.00 the standard lien process will become effective.			

The above list developed as a result of the budget shortfall and looking at means to increase the income for the GLA. We need to pay for proffessional fees sometimes to reach a decision before approving project applications. Many times multiple visits are required to a site and many telephone calls and time spent before a project is approved. Time is spent preparing copies, getting maps from the county recorder for the entire board to review. All this takes time and money. Previous boards just did not record, documents and follow-up on subdivisions and we were surprised when we had no documentation to support some subdivisions. This board has had to fill in the gaps and develope a process. This board has also lowered the trigger point for filing liens and has agreed to aggressively file liens when that trigger point is reached. Prior to a lien a three month collection process begins that also takes extra time and follow-up to an attempt to collect on these delinquent acounts. This is what is different than what was done previous to 2001. We therefore, have had more costs than we had in previous years. This list is an attempt to recover some of our costs of doing business.

GLA 01751

Liens Filed during the watch of Cynthia Blocker

10/31/04 YELLOW NOT PAID BLUE=PAID

Lien filed date	Name	Parcel no.	Amount	Date Paid	Lien Released date
[illegible]ober 7th 2002	Steven Burkley	SG76	$ 1,365.93		
	William Davis	SG65	$ 6,598.54		
	Louis Dofo	NG23	$ 4,380.25		
	Dowbenko, Uri	NG 1-B	$ 2,139.53		
	Kenneth Fraier	SG 31-E	PAID	10/28/02	Dec. 28, 02
	Kathy Garcia	NG 32-C	$ 2,600.20		
Altegra Credit	Kenneth Green	NG48	$ 4,409.37		
	William Holder	NG 39	$ 4,879.54		
	Marlene LaShomb	SG84	PAID	5/10/04	May 19th 2004
	Manfred Leykamm	SG55	PAID	31-Dec-02	Jan. 02,2003
	Randolph A Mack	NG23-C	$ 2,402.25		
	Alan, Maniaci	SG 78	$ 1,763.55		
	Zygmond Mayer	NG 45	PAID	12/31/02	Jan. 02/2003
	Pedro Pinardo	SG 32-A	PAID	11/16/02	Dec02/2002
	Robert Quarles	NG 24B	$ 2,600.20		
	Judith Schmidt/Roger W	SG 47	$ 2,607.39		
	Robert Sherwood	SG 50B	$ 1,941.87		
	Ronald Strykert	NG 31-E	PAID	Jan 7 2003	Jan 10th 2003
	Edward Tsuru	Sg 50-C	$ 1,710.18		
Jan 10th 2003	Bank of NY	Sg 21-E	PAID	1/10/03	May 26th 2004
	William Neil Davis	NG43-3	$ 1,377.10		
	Bernice Hazen	SG 25-E	PAID	transfer to Son	5/19/04
	John Hazen	Sg 25A	PAID	May 1st 2003	May 4th 2004
	Gail Louise Johnson	Sg-49	PAID	Aug ,17,2004	9/2/04
	Kenneth Mueller	SG-47	$ 1,188.73		
	Lydia Pisani	SG-22-C	$ 1,418.42		
	Carolyn Thorburn	SG-93-A	$ 1,350.61		
	Roger Weise	SG-47	$ 1,300.15		
July 30th 2003	Scott Pellet	SG 83	LOSS	SOLD before Lien was filed to Everti Jc	
	Jorn Eisvang	SG 64	$ 852.07		
	Robert Sherwood	SG 50 D	$ 2,173.43		
	Craig Newhouse	NG-57-E-1	$ 835.09		
	John Diaz	Sg 32-B	PAID	July 2nd 2004	July 12th, 2004 Title
	Chalice Well	SG 84	PAID	Sept 7 2003	Nov. 17, 2003
Mueller, Germain	Thomas Germaine	SG 24	$ 1,277.46		
25-Aug-04	Roxanne Duke	NG33C	$ 538.38		
	Eisvang, Jorn	SG63	$ 170.82		
	Donald Hayward	SG35C	$ 1,074.63		
	Manfred Leykamm	SG 55	$ 522.89		
	Zygmond Mayer	NG 45	$ 522.89		
Total			**$ 54,001.47**	Outstanding debt	

2004-12-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 6, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:00 p.m., at Golden Ratio Woodworks. James gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Allysa Angelis Allen, Ronda Alexander, Laura Boise, Joanna Snyder

ABSENT: Orlando Johnson, Charlotte Mizzi

PROXIES: Orlando to David; Charlotte to David

ALSO ATTENDING: Denise Orr (GLA administrative secretary), George Makris (Landowner), Kathleen Rakela (Landowner)

2. Reading and Disposition of the Minutes General Business. Tabled.

November 1, 2004.

3 General Business

3.1 New Business

A work sheet listing the officers and committee chairs to be elected was distributed to the Board and various Board members described the basic duties/responsibilities of each office or chair. Each Board member briefly described his/her skills/background and interest.

Elect New Officers –Board members nominated the following individuals to fill officer positions on the Board:

President: James Kozlik
Vice-President: Ronda Alexander
Treasurer: Cynthia Blocker
Secretary: Janet Naclerio

Elect Committee Chairs - Board members volunteered to fill the following positions:

Architectural: (NG) Ronda Alexander (Chair), Laura Boise
(SG) Alyssa Allen (Chair), Laura Boise

Road and Weed: Tabled.

Note: David reported that James Trisdale has agreed to be available as a consultant for this committee.

Recreation: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate); chair to be elected in January.

Complaint: Ronda Alexander (Chair), Joanna Snyder.

Master Plan: Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin; chair to be elected in January.

Website: Edward Anderson (Chair).

Clean-Up: Tabled

Database: Tabled

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Approved: 1/17/05

Lessons learned regarding November 13, 2004 Annual Meeting:
Suggestions/Comments from the Board included:
(1) Research should be done to determine if meeting could start before quorum is met.
(2) To streamline the time it takes to count the votes, the following was suggested: absentee ballots received prior to the meeting should be registered/tallied before the meeting or the ballot table should count them and add them to the tally during the very beginning of the meeting *prior* to the time when attendees vote.
(3) Board members regarding issues brought before the Board should always maintain confidentiality.
(4) Committee Sign-up Sheets should be posted at the meeting for landowners who desire to volunteer to serve on GLA committees.

Things to consider as a Board Director: David distributed a list of 12 items. (Attached).

3.2 Old Business
ACTION ITEM – *[Denise]* Status of list of all motions. **Tabled.**
ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. **Tabled.**

4. Report of Officers and Committees

4.1.1 Treasurer's Report: Cynthia Blocker, Treasurer. Cynthia distributed "Balance Sheet as of December 5, 2004" and "Income and Expense Budget Overview; Jan. 1 through Dec. 5, 2004.

4.1.1 Old Business
ACTION ITEM – *[Cynthia]* Send letter notifying landowners of Jan. assessment discount. **Tabled.**
ACTION ITEM – *[David]* Send letter notifying landowners of assessment increase. **Tabled.**

4.1.2 New Business. No report.

4.2 Architecture Subcommittee Report:
4.2.1 Old Business
ACTION ITEM – *[Board]* Review Architectural fee schedule. **Tabled.**

4.2.2 New Business
Lot 20-A/ SG George Makris: Home Construction Application
MOTION: James Kozlik motioned and Edwin Johnson seconded to approve George Makris' home construction for Lot 20-A, South Glastonbury. Motion carried.

34-A/SG Roger Holmstrom: Request to Begin Process of Moving Earth Prior to Home Construction.
The Board discussed the application.
MOTION: James motioned and Edward seconded to give Roger Holmstrom permission to start moving earth. The Board recommends the fill doesn't exceed 2:1 slope to prevent it from causing run off problems. **Motion carried. (Cont. next pg)**

Roger Holmstrom, cont.
MOTION: Cynthia motioned and Joanna seconded to waive the $25 application fee for Roger Holmstrom's home construction application (above) based on the fact that it was not necessary for him to submit an application for his request. **Motion carried.**

Parcel 54 (SG)/ Edwin Johnson Subdivision Application
Edwin reported that three years ago he submitted a family conveyance application to the County for Parcel 54 (SG) and it was approved. The Board reviewed the application and discussed with Edwin the concerns of a neighbor regarding a new driveway and the existing easement. Edwin stated that he has vacated the easement. He reviewed a detailed history of the issue regarding his neighbor and stated it is in the process of being resolved.
[Important Note: As of 1/10/05, the following motion was put on hold and therefore is not valid until the Board is ready to review and amend it. The Board has not given it's approval or disapproval; their decision in pending.]
MOTION: Cynthia motioned and Laura seconded to approve Edwin Johnson's application for subdivision of Parcel 54 on the condition that the existing easement is shown in writing on the subdivision, the easement is vacated and a permit is obtained from the county for the new driveway on 54-C. **Motion carried with three abstentions from Ronda, Joanna and Edwin.**

MOTION: Ronda motioned and Alyssa seconded to waive past assessments that would have been due to Edwin Johnson for his Parcel 54(SG) subdivision application. Assessments will be due from this date on. **Motion carried with abstention from Edwin.**

4.3 Road & Weed Committee Report

4.3.1 Old Business

ACTION ITEM – *[David]* Review letter to landowners re: weed control. **Tabled.**
ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank. **Tabled.**

4.3.1 New Business. None.

4.4 Complaint Committee Report:

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. **Tabled.**

ACTION ITEM – *[David]* Status of removing rock pile above culvert. **Tabled.**

ACTION ITEM – *[David]* Status of Hansard clean up. David reported that Charlotte Mizzi (GLA Complaint Committee) sent a letter to Hansard (cc'd to our attorney), dated October 20, 2004, requesting a clean-up plan by November 20, 2004. The letter stated that the matter will be handed over to our attorney if we do not hear back from Hansard. As of this date, the GLA has not received a response from Hansard.

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Approved: 1/17/05

ACTION ITEM – *[David]* Purchase extension cords and tarp for Trisdale. **Done.**

ACTION ITEM – *[David]* Response to Johnston complaint letter. **Done. Note: Additional issues in complaint letter will need to researched. .**

4.4.2 New Business
Revisit Dog Issue from March 2004 GLA Board Meeting. Tabled.

Eleanor Schieffelin: Complaint Re: Excessive Vehicles on 38-A NG. Tabled.

Kathleen Rakela's Request for List of Petition Signers Re: Her Statues. (This petition was circulated prior to statues being vandalized). Kathleen attended the meeting to request the petition that was circulated about her statues and attached to the William and Cheryl Smith complaint about the statues in 2003. Kathleen stated that she was ready to file a suit against the GLA if the Board would not release the petition to her. The Board and Kathleen discussed her various concerns and asked her if she would be satisfied with receiving the petition with the names of the petition signers deleted. Kathleen stated that would be a good first step. Kathleen was told that the GLA would need to consult our attorney regarding the release of the petition without names and that we would get back to her with our response.

Ev. Johnston Complaint Letters of Nov. 11, 2004 Re: Gate. Tabled.

Ev. Johnston's Complaint Letter of November 10, 2004 re: his October 1, 2004 letter concerning mobile homes on Parcel 84. Tabled.

4.3 Land Use Master Plan Committee
4.5.1 Old Business
ACTION ITEM – *[Charlotte]* Status report. **No report.**

4.5.2 New Business. None

4.5.2 New Business
4.5 Recreation Committee: Janet Naclerio, Chair; Edward Anderson.
Status report on PVRC activities. **Tabled.**

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury. **Tabled.**

ACTION ITEM – *[Janet]* Obtain articles of incorporation. David reported that the GLA has not received the full document of the Articles of Incorporation that was filed by Pouwell Gelderloos. The document was not accepted by the State.

ACTION ITEM – *[David]* Status report of fact finding committee. **Tabled.**

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Approved: 1/17/05

ACTION ITEM – *[Janet]* Status of Powell's request for bank statements. **Tabled.**

4.6.2 New Business. No report.

4.6 Web Site Committee: Edward Anderson (Chair) **No report.**

4.6.1 Old Business.

4.6.2 New Business

New layout of Web page

4.8 Clean-up Committee: No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG) **No reports.**

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando]* **Tabled.**

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held January 10, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

GB120604.1 Board to decide upon committee members for Road and Weeds, Clean Up and Database at January 10, 2005 Board Meeting. Recreation Committee and Master Plan Committees to elect chairs within their committee

GB120604.2 Denise to research and incorporate as appropriate lessons learned regarding November 13, 2004 Annual Meeting into GLA Election Procedures.

AR120604.1 Denise draft/send project approval form to Lot 20-A/ SG George Makris. **Done.**

AR120604 .2 Denise draft/send project approval form and waiver of fee to 34-A/SG Roger Holmstrom. **Done.**

AR120604.3 Denise draft/send project approval to Parcel 54 (SG)/ Edwin Johnson Subdivision application. (**Not completed** based on directive from Board members reviewing Lannes complaint).

AR120604.4 Cynthia to inform Rudy regarding assessment fees information for Edwin Johnson.

CP120604 David to consult our attorney regarding Kathleen Rakela's request for petition.

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Draft: 01 05 04, 01 17 05-FINAL
Approved: 1/17/05

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
December 6, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   November 1, 2004 Minutes

3. **General Business**
   - 3.1 **New Business**
     Elect New Officers
     Elect Committee chairs
     New Data Base Committee
     Lessons learned regarding annual meeting
     Things to consider as a Board Director

   - 3.2 **Old Business**
     ACTION ITEM – *[Denise]* Status of list of all motions
     ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order

4 **Report of Officers and Committees**

   - 4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
     - 4.1.1 **Old Business**

     ACTION ITEM – *[Cynthia]* Send letter notifying landowners of 5% assessment discount.
     ACTION ITEM – *[David]* Send letter notifying landowners of assessment increase.

     - 4.1.2 **New Business**

   - 4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
     - *4.2.1* **Old Business**

     ACTION ITEM – *[Board]* Review Architectural fee schedule

     - 4.2.1 **New Business**

   - 4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
     - 4.3.1 **Old Business**

     ACTION ITEM – *[David]* Review letter to landowners re. weed control
     ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank

     - 4.3.2 **New Business**

   - 4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
     - 4.4.1 **Old Business**

     ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
     ACTION ITEM – *[David]* Status of removing rock pile above culvert
     ACTION ITEM – *[David]* Status of Hansard clean up
     ACTION ITEM – *[David]* Purchase extension cords and tarp for Trisdale
     ACTION ITEM – *[David]* Respond to Johnson complaint letter. **Done**

4.4.2 New Business
Revisit Dog Issue from March 2004 GLA Board Meeting .
Eleanor Schieffelin: Complaint Re: Excessive Vehicles on 38-A NG.
K. Rakela: Request for list of petition signers re.her statues. (Petition was circulated prior to statues being vandalized).

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair
4.5.1 Old Business
ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair
Status report on PVRC activities

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury
ACTION ITEM – *[Janet]* Obtain articles of incorporation
ACTION ITEM – *[David]* Status report of fact finding committee
ACTION ITEM – *[Janet]* Status of Powell's request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1 Old Business

4.7.2 New Business
New layout of web page

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando] [Table]*

5.2 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury [Table]

6 Next Meeting and Adjournment

GLA
THINGS TO CONSIDER

- Board mtgs. start at 7 and end at 10

- It is wise to limit ones discussion of items being discussed to relevant points and keep personal antidotes to a minimum to reduce the length of the minutes and to keep to the point.

- Board members are expected to read the meeting minutes to make sure they accurately represent what was decided at the previous meeting. Minutes are not meant to be a transcript of a meeting but rather to record decisions. On purpose, details are omitted from the minutes because unnecessary detail can be a liability in lawsuits. At the end of the minutes is a list of action items developed during the meeting. The person's name responsible for completing the action item is listed. The completed action items will be listed in the agenda sent out before each meeting and generally not discussed at the next meeting.

- An agenda is mailed out (usually dropped off at the EGS for pickup by the board member) one to two weeks before the next meeting. At the meeting additional items may be added and board members may request adding an addition item to the agenda. Because of time constraints, these items may not necessarily be addressed at that meeting but will be put on the next meeting agenda.

- The president chairs the meeting and is not allowed to vote except to break a tie.

- Abbreviated Robert Rules of Order generally apply. During discussion of items on the agenda, motions may be made indicating a decision by the board. The motion must be seconded before the board can/should discuss the motion. Any motion not seconded is not discussed. Once a motion is made it must be voted on or amended before moving to another motion. If an amendment is made it is first voted on, and if it passes then the amended motion is voted on. If it does not then the original motion is voted on. If the discussion on a motion becomes lengthily, a board member may "call" for a vote. Minor decisions may be made without a formal motion.

- Everyone is expected to give the opening prayer which should be generic.

- Everyone is expected to know the covenants. All decisions should be based on the covenants and adopted standards. Many times it is necessary to re-read the covenants or standards.

- Also, past decisions made by the board should be followed unless they are being overturned. We plan to have a list of past decisions for all board members in January.

- We should try to be non-bias when we are deliberating on a matter.

- Original incoming correspondence should be kept in our main files. The secretary should review outgoing correspondence before it is sent out. A copy of the **signed** correspondence should be sent to the main file.

File: Things to consider

- Lists of landowners and their addresses are considered confidential. Therefore our database of landowners is reserved for Board of Directors only. The data base includes the parcel/tract/lot number, the size of the lot, how many votes the person has, whether it has been subdivided, and addresses, etc.

Glastonbury Landowners Association, Inc.
Balance Sheet
As of December 5, 2004

	Dec 5, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	8,407.04
1st National Bank Savings	7,737.49
Total Checking/Savings	16,144.53
Accounts Receivable	
Accounts Receivable	63,934.30
Total Accounts Receivable	63,934.30
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	79,505.33
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**79,506.33**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	54,369.20
Net Income	13,409.41
Total Equity	-147,824.37
TOTAL LIABILITIES & EQUITY	**79,506.33**

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through December 5, 2004

	Jan 1 - Dec 5, '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,635.98		
2. Interest Income	38.84		
4. Sanitation Bond Account	2,500.00		
6. Rebate	-197.50		
A. General Income - Other	110.00	70,567.26	-70,457.26
Total A. General Income	4,087.32	70,567.26	-66,479.94
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	331.02		
05. Dwelling Assessment 2001	550.89		
06. Dwelling Assessment 2002	1,226.61		
07. Dwelling Assessment 2003	2,563.63		
08. Dwelling Assessment 2004	20,331.70		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	331.03		
13. Land Assessment 2001	670.90		
14. Land Assessment 2002	1,586.60		
15. Land Assessment 2003	4,025.09		
16. Land Assessment 2004	33,891.00		
B. Assessments - Other	120.00		
Total B. Assessments	71,988.47		
C. Late Fees/Finance Charges			
1. Finance Charges	1,268.50		
2. Five Percent Penalty	297.04		
Total C. Late Fees/Finance Charges	1,565.54		
Total Income	77,641.33	70,567.26	7,074.07
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	596.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	242.80		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	7,598.94	-7,598.94
Total A. Business Expenses	6,145.13	7,598.94	-1,45381
B. Office Expense			
1. Copying	1,055.93		
2. Postage	1,248.10		
3. Office Supplies	340.66		
4. Misc. Expenses	728.98		
5. Refreshments	443.82		
B. Office Expense - Other	4.81	2,046.20	-2,041.39
Total B. Office Expense	3,822.30	2,046.20	1,776.10
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	2,457.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ulrich	480.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	3,237.25		
4. Secretarial	8,103.99		
5. Professional Fees	5,084.37		
6. Treasurer	732.50		
7. Web Site	1,462.18		
C. Professional Fees - Other	0.00	15,532.72	-15,532.72
Total C. Professional Fees	21,182.29	15,532.72	5,649.57
D. Road Repairs & Maintenance			
1. Loan Payment	30,149.89		
2. Road Maint.			
2.1 Misc. Maintenence	230.00		
2.3. Weed Control	-2,060.00		

GLA 01765

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 1 through December 5, 2004

	Jan 1 - Dec 5, '04	Budget	$ Over Budget
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	1,220.00		
3. Road Grading	920.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	35,809.10	-35,809.10
Total D. Road Repairs & Maintenance	34,854.39	35,809.10	-954.71
E. General Expenses			
2. Equipment Repair & Maint.	295.28		
3. Miscellaneous	272.00		
E. General Expenses - Other	0.00	558.06	-558.06
Total E. General Expenses	567.28	558.06	9.22
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	481.94		
5. Water Reservoir	830.13		
F. Misc. Projects - Other	24.68	9,022.01	-8,997.33
Total F. Misc. Projects	6,714.15	9,022.01	-2,307.86
H. Discount	465.00		
Total Expense	73,750.54	70,567.03	3,183.51
Net Income	3,890.79	0.23	3,890.56

rec'd Dec. 6

	Proposed Fee Schedule to be considered by the GLA board			
	description	Approved Fees BY GLA BOARD	Suggested Price # 1	Suggested Price # 2
1	(PROPOSAL) All fees non-refundable including a NON-REFUNDABLE SANITATION BOND-(EFFECTIVE IMMEDIATELY)			
2	Building Permit-Dwelling over 200 sq ft.	$ 25.00	$ 150.00	$ 100.00
3	New roads (private ?)	$ 25.00	$ 150.00	$ 100.00
4	Driveways, Well, Septic	$ 25.00	$ 25.00	$ 20.00
5	Subdivisions	$ 25.00	$ 150.00	$ 100.00
6	Variance	$ 25.00	$ 25.00	$ 20.00
7	Well or septic or building additions	$ 25.00	$ 25.00	$ 20.00
8	Late fee for failure to provide application prior to starting projects. Requires immediate attention	$ 25.00	$50-OR DOUBLE REG FEE	$50.00 OR DOUBLE REG. FEE
9	Building permit that covers items 2,3,5,6 for non-commercial projects.	$ 25.00	(separate fees would cost $475) $400	?
10	Sanitation Bond-Will be inaddition to fees above and will be non-refundable	$ 250.00	$ 250.00	$ 250.00
11	Mobile Home Replacement	$ 25.00	$ 150.00	$ 100.00
12	Commercial-or multi-lots--Other Constrution Projects	250.00	$ 500.00	$ 250.00
13	Dwelling Under 200 square feet	NA	N/A	N/A
14	Sign Permit	$ 25.00	$ 25.00	$ 20.00

GLA 01767

	description	Approved Fees BY GLA BOARD	Suggested Price # 1	Suggested Price # 2
15	Fee for montly payment plans/ per payment		$ 1.00	$ 1.00
16	Fee for quarterly payment/ per payment		$ 2.00	$ 2.00
17	Picking up stray dogs or animals		$ 50.00	$ 50.00
18	Fine for dogs & cats without rabies shots		$ 50.00	$ 50.00
19	Lien filing fee be raised on domestic owners		$ 55.00	$ 55.00
20	Lien filing fee be raised on international owners		$ 60.00	$ 60.00
21	STOP WORK/NOTICE TO BUILDER	?	?	?
22				
23				
	All fees above if not paid will be added to the assessment invoice. Penalties and interest will apply. If and when the balance due becomes greater than $250.00 the standard lien process will become effective.			

The above list developed as a result of the budget shortfall and looking at means to increase the income for the GLA. We need to pay for proffessional fees sometimes to reach a decision before approving project applications. Many times multiple visits are required to a site and many telephone calls and time spent before a project is approved. Time is spent preparing copies, getting maps from the county recorder for the entire board to review. All this takes time and money. Previous boards just did not record, documents and follow-up on subdivisions and we were surprised when we had no documentation to support some subdivisions. This board has had to fill in the gaps and develope a process. This board has also lowered the trigger point for filing liens and has agreed to aggressively file liens when that trigger point is reached. Prior to a lien a three month collection process begins that also takes extra time and follow-up to an attempt to collect on these delinquent acounts. This is what is different than what was done previous to 2001. We therefore, have had more costs than we had in previous years. This list is an attempt to recover some of our costs of doing business.

GLA 01768

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Check Request

Today's Date: _____

Date Needed: _____

Requested By: _____

Please issue a check in the amount of $_____

Name: _____

Address: _____

City/State/Zip: _____

We are purchasing: _____

What should be done with this check? _____

Approvals:

_____

_____

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Check Request

Today's Date: _____

Date Needed: _____

Requested By: _____

Please issue a check in the amount of $_____

Name: _____

Address: _____

City/State/Zip: _____

We are purchasing: _____

What should be done with this check? _____

Approvals:

_____

_____

----- Original Message -----

From: Charlotte Mizzi
Sent: Tuesday, November 30, 2004 10:48 AM
To: Denise Orr; Cynthia Blocker; Edward Anderson; Edwin Johnson; James Kozlik; Janet Naclerio; Joanna Snyder; Laura Boise; Orlando Johnson; Ronda Alexander; Alyssa Angelis Allen
Subject: RE: Memo to the GLA Board from David Tonkin

Hi All! I will be away for the meeting, on the east coast for an operation. I will still like to be the chair for the Master Plan committee. My vote for president is for David Tonkin and my vote with regards to the rest of the offices and committees goes with the majority. Wishing you all a Blessed Merry Christmas. Charlotte

-----Original Message-----
From: Denise Orr [mailto:denisemorr@msn.com]
Sent: Monday, November 29, 2004 10:12 PM
To: Cynthia Blocker; Edward Anderson; Edwin Johnson; James Kozlik; Janet Naclerio; Joanna Snyder; Laura Boise; Orlando Johnson; Ronda Alexander; Alyssa Angelis Allen; Charlotte Mizzi
Subject: Memo to the GLA Board from David Tonkin

To: GLA Board Members
From: David Tonkin
Date: November 29, 2004
Re: Filling GLA Board Offices and Committee Chair Positions

At the December 6th meeting, we will be voting on who from the GLA Board will fill the offices of President, Vice-President, Secretary and Treasurer *and* the chair positions for the Architectural, Road and Weed, Complaint, Master Plan, Recreation, Clean-up, and Web Site committees.

All offices and committee chairs are up for reassignment. Cynthia Blocker has expressed that she wants to hand over her position as Treasurer, which she has filled for the past three years, to someone else.

The Architectural Committee and Road and the Weed Committee are important committees that each require someone from North and South Glastonbury. Those serving as chairs on these committees ideally need to know something about building and construction. However, this year we don't have a lot of expertise in our Directors for these positions, so people will have to stretch their capacities.

In the coming week, please consider carefully the position(s) in which you would be willing to serve.

Glastonbury Landowners Association, Inc.
Board of Directors Meetings
2005

January 10th & 17th

February 7th

March 7th

April 4th

May 2nd

June 6th

July 11th

August 1st

September 5th

October 3rd

November 7th

November 12th — a) Annual Meeting
followed by
b) Board of Directors Meeting

December ~~5th~~ 12th

File: GLAMeetingDates

2005-01-10&17_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 10 & 17, 2005

CONFIDENTIAL – DO NOT COPY

Note: Parts 1 & 2 below are the January 10th & 17th Meeting Minutes. The January 17th meeting was planned to handle the remaining agenda items not reviewed at the January 10th meeting. It also included new agenda items.

Part 1: January 10, 2005 Meeting Minutes

1. Call to Order, Prayer

The meeting was called to order by James Kozlik at 7:15 p.m., at Golden Ratio Woodworks. Edwin gave the opening prayer.

PRESENT: James Kozlik (President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Joanna Snyder, David Tonkin

ABSENT: Ronda Alexander (Vice-President), Charlotte Mizzi

PROXIES: Ronda to Alyssa, Charlotte to Edward

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Craig Lannes (Landowner), Kathleen Rakela (Landowner), Penelope Price (Ombudsman)

2. Reading and Disposition of the Minutes General Business.

- November 1, 2004 Meeting Minutes. **Tabled.**
- December 6, 2005 Meeting Minutes

MOTION: David motioned and Joanna seconded to approve the December 6, 2004 meeting minutes as amended. **Motion carried.**

3. General Business

3.1 New Business

Review/Approve List of 2005 Meeting Dates. Board reviewed the proposed meeting dates and agreed to accept them with the following changes: (1) Eliminate the November 14 meeting date; (2) Insert "elect new officers" on the December 12 meeting description; and (3) Insert "meeting date may change" on July 11 meeting description..

Report from James Kozlik

James Kozlik explained several ways in which he would like to conduct himself as President and run Board meetings, including: (1) Ronda, as Vice President, will take an active role in assisting him in his responsibilities. (2) Other Board members will have the opportunity to chair meetings from time to time in order to gain experience; (3) "Open Forum" is now added as a permanent inclusion on Board meeting agendas. This segment will allow the Board to voice their suggestions for agenda items to be included on the next meeting agenda. (4) When appropriate, he will experiment with scheduling time limits for agenda items and have a time keeper for individual comments. (5) At the beginning of each meeting, the minutes to be approved will be read out loud and followed by a vote of the Board; and (6) He will support the completion of documentation for committee policies/procedures and Board officer job descriptions.

File:MtgMins 01 10 & 17 05
Draft: 02 20 05; 03 07 05 - FINAL
Approved: 03 07 05

3.2 Old Business

ACTION ITEM – Board to elect committee chairs.
Individuals on the Board volunteered for committee positions and discussed changes to some of positions that were decided upon at the December 6, 2004 meeting. James distributed "GLA Board of Directors Committees Proposal" which lists additional and alternative committee chairs & members.
Board members agreed to fill the following committee positions:

Architectural Committee: Alyssa Allen (Chair), Laura Boise
Ronda withdrew from the position of NG chair leaving the chair open. Allysa agreed to be Chair for both Glastonburys.

Road and Weed Committee: Joanna Snyder (SG Chair). Not filled. (NG Chair)

Recreation Committee: Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate).

Complaint Committee: Ronda Alexander (Chair) and Penelope Price (Ombudsman).

Master Plan Committee: Committee to meet & elect chair sometime in January.
Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin.

Website Committee: Edward Anderson (Chair).

Clean-Up Committee: The Board agreed to eliminate this committee in 2005 due to priority responsibilities and lack of personnel

Database Committee: This Board agreed to delete this committee from the list of committees. Instead, Denise will be trained to input database changes. The Treasurer (Cynthia) and Bookkeeper (Rudy) will continue to work with the database as appropriate to their job responsibilities.

ACTION ITEM – *[Denise]* Status of list of all motions. **Tabled.**
ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. **Tabled.**
ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes. **Tabled.**

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer. .
Cynthia distributed the following: "Balance Sheet Standard As of January 10, 2005, "Profit and Loss Budget Overview, January through December 2004," and "December 2004 Bank Transactions-Prepared Jan. 06, 2005." She also distributed a "Check Request Form,"

4.1.1 Old Business. No report.
4.1.2 New Business.
Preparation of the 2005 Budget: **Tabled.**

[Denise] Proposal to purchase Xerox/fax/scanning machine. **Tabled.**
Kathleen Rakela donated a fax/copier/scanner machine to the GLA during the meeting. The working status of the machine is unknown.

[Cynthia] Assessment increase letter to non-landowners. **Done.**

[Cynthia] Weed Policy. **Tabled.**
Cynthia distributed "Weed Control/Glastonbury Incentive Program" and "Excerpt from Board of Directors/Noxious Weed Control," but the Board did not review.

4.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise
4.2.1 Old Business.
ACTION ITEM – *[Board]* Review Architectural fee schedule. **Tabled.**
ACTION ITEM – *[Ronda]* Status of Paul Rantallo cargo units. **Tabled.**
ACTION ITEM – Status of Paul Rantallo's response to correction of culvert. **Tabled.**
ACTION ITEM – Revisit 12/6/04 motion re: Parcel 54 (SG)/Edwin Johnson subdivision application. **Tabled.**

4.2.2. New Business
Everett Johnston 11/11/04 letter re: gate. Tabled.
Parcel 28 (SG)/C. Bielitz subdivision application. Tabled.
Lot 32-A (NG)/E. Anderson minor subdivision application. Tabled.
Lot 38 (SG)/Rich Spallone home construction application. **Tabled.**

Construction on or near William Smith Property (NG)
The Board discussed that it appears construction is taking place on or near William Smith's property. Board agreed that a warning letter needs to be sent to William concerning his past history of not submitting applications for construction & subdivisions, information concerning new landowners, etc. The Board is to respectfully request that any pending applications be submitted within 7 days of February meeting.

4.3 Road & Weed Committee: Joanna Snyder (Chair)
4.3.1 Old Business
ACTION ITEM – *[David]* Review letter to landowners re. weed control.
ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.

4.3.2 New Business.

David reported that Richard Mead is willing to snow plow in North and South Glastonbury. If the GLA hires Richard, he will need to be added to the GLA auto insurance policy.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Penelope Price

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. **Tabled.**
ACTION ITEM – *[David]* Status of removing rock pile above culvert. **Tabled.**
ACTION ITEM – *[David]* Status of Hansard clean-up response. **Tabled.**

4.4.2 New Business

ACTION ITEM: David to contact attorney re: request of K. Rakela for petition regarding her statues. David stated that he would call our attorney regarding the release of the petition (without names) to Kathleen. Kathleen, who was present at the meeting, commented that the petition could be sent to Lois Drake, if necessary. The Board asked Kathleen if she would like to speak to the Complaint Committee further regarding her concerns and Kathleen was agreeable to doing so.

Revisit Dog Issue from March 2004 GLA Board Meeting. Tabled.

Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter. Tabled.

Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG). Tabled.

Complaint: Letter from C. Lannes re: Edwin Johnson received 12/9/04.
Alyssa reported that she, James and Ronda met with Craig in December to discuss numerous complaints included in his letter. Craig presented his complaint to the Board by reading a new letter, dated 12/19/04, and voiced additional comments. He submitted the 12/19/04 letter to the Board. The Board accepted his letter, but respectfully informed Craig that it would not be able to respond to the many complex allegations contained within the letter, etc. The Board asked Craig to write a brief and concise letter containing the following:
MOTION: Cynthia motioned and Orlando seconded to request Craig Lannes to distill his complaint letter and submit it to the Board. The new letter should include (1) The actions he believes to be in violation of the Covenants and the facts (only) associated with these actions; (2) The specific section of the Covenants relating to these actions; and (3) A clear request to the Board as to what action he is asking the Board to take in response to each of these matters.
DISCUSSION: Craig agreed to submit the distilled letter within the next few days and stated he will be out of town until January 21st. James stated that a Board member would contact Craig on January 22nd.
Motion carried. (One abstention from Edwin Johnson.)

Complaint Procedures: The Board requested that Ronda and interested Board members get together and formulate a proposal for updating and improving the complaint procedures.

Complaint: R. Zeman re: Lot 33 (NG). Tabled.

Agenda Items 4.5 – 6 (See January 17, 2005 minutes below)

6. Next Meeting and Adjournment

The Board agreed to meet on January 17th in order to complete the review of all agenda items scheduled but not covered in this meeting.

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held on January 17, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

Part 2: January 17, 2005 Meeting Minutes

1. Call to Order

The meeting was called to order by James Kozlik at 7:15 p.m., at Golden Ratio Woodworks.
PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Allysa Angelis Allen, Orlando Johnson & David Tonkin.
ABSENT: Laura Boise, Charlotte Mizzi, Joanna Snyder and Edwin Johnson
PROXIES: Charlotte to Edward
ALSO ATTENDING: Denise Orr (GLA administrative secretary)

Note: *This meeting was planned to handle the remaining agenda items not reviewed at the 1/10/05 Board Meeting. Additional agenda items also appear.*

4. Report of Officers and Committees

4.1 Treasurer's Report – Cynthia Blocker, Treasurer

Cynthia distributed the following: "GLA Income and Expense, January through December 2004," "Bank Transaction" sheets for each month in 2004 and "2004 Budget".

4.1.1 Old Business. None.

4.1.2 New Business

Glastonbury Weed Incentive Program policy clarification

Cynthia requested the Board's review of the "Weed Control/Glastonbury Incentive Program" and "Excerpt from Board of Directors/Noxious Weed Control" documents distributed at the 1/10/05 Board meeting. The Board discussed and agreed upon the final wording for the GLA's noxious weed spraying refund policy. (See attachment)

Vote for Board Member to Co-Sign GLA Checks

Board discussion.
MOTION: Cynthia motioned and Ronda seconded to approve the following GLA Board

members to sign checks on the GLA checking account: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Joanna Snyder and David Tonkin. **Motion carried.**

Preparation of the 2005 Budget.
Board discussion.
MOTION: David motioned and Cynthia seconded to adopt a temporary budget for 2005 using the 2004 budget. The amounts in the 2004 budget will be adjusted and revised by April 1st and then submitted to the Board for is review and approval as the final budget for 2005.
Motion carried.

Requests for waivers on assessment penalties and interest fees.
Cynthia presented the following requests from two landowners.

Landowner #1: This individual is requesting a waiver on $83.79 in assessment penalties and interest. She has paid all assessments, is unable to work and receives disability.
MOTION: David motioned and Alyssa seconded to approve the request of Landowner #1 to waive $83.79 due in interest and penalties.
Motion carried with one abstention by Ronda.

Landowner #2: This individual is requesting a waiver of assessment penalties and interest on her assessments. She has a small Social Security income of $430/ month and has signed a payment plan to pay $5/month on her assessments. Her house is up for sale.
MOTION: Cynthia motioned and Orlando seconded to not approve Landowner #2's waiver of the assessment penalties and interest. GLA will ask this person to get back to us in six months for a review of her situation.
Board discussion. **Motion carried with one opposed.**

NOTE: The Board further discussed this issue and agreed that Landowner #2 needs to sign an additional clause to be included in her payment plan that states in the event of the sale of her house, she agrees to pay all assessments and additional charges that will be due and owing. This additional clause should also be added to our payment plan forms.

Informing Thomas Barry (non-landowner) of the assessment increase.
Cynthia reported that we didn't send our GLA 12/13/04 assessment increase letter to Thomas Barry, a non-landowner, who has agreed to a pay land assessment fees for the use of our road. She asked the Board to determine if it wants to inform Barry of the new increase, etc.
MOTION: Ronda motioned and David seconded to send a brief letter to Thomas Barry which informs him of the assessment increase. **Motion carried.**

4.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise.
4.2.1 Old Business
ACTION ITEM – *[Board]* Review Proposed Architectural Fee Schedule.

MOTION: David motioned and Ronda seconded to table the review of the proposed fee schedule. Alyssa, David and interested Board members will meet and make corrections to the schedule, bring it up to date and present it at the February Board meeting.
Board discussion. Jim reviewed Everett Johnston's suggestion concerning the GLA bond fee.
Motion carried.

ACTION ITEM – Status of Paul Rantallo cargo units.
Ronda will report on this issue when she receives more information from Rantallo.

ACTION ITEM – Status of Paul Rantallo's Response to Correction of Culvert Crossing Venus Way. The Board discussed Rantallo's written response, which was received by the GLA on 1/1/05. It agreed that the potential serious safety issues involving the runoff waters from the culvert were still a concern. The Board agreed that a letter should be written to Rantallo stating he is required to choose from the following two actions: (1) The culvert must be uncovered at the conjunction and remain permanently uncovered and accessible at all times to the GLA and any of its contractors; *or* (2) A 4-foot diameter concrete manhole with a 2-foot cast iron manhole cover must be installed. The letter will require that Rantallo send a written response to the GLA within thirty days that states which of the two above options he will choose and his plans to complete the option of his choice.

ACTION ITEM – Revisit 12/6/04 Motion re: Parcel 54 (SG)/Edwin Johnson subdivision application. Tabled.

4.2.2 New Business
Everett Johnston 11/11/04 letter Re: Gate and 12/9/05 letter.
The Board discussed Johnston's 11/11/04 letter and his new letter dated 12/9/05 and agreed that further research was required before responding to Johnston's requests.
MOTION: Ronda motioned and Edward seconded to table further discussion concerning Johnston's 11/11/04 and 12/9/05 letters until further research has been done. **Motion carried with one opposing vote.**

Parcel 28 (SG)/Catherine Bielitz Final Subdivision Application.
Alyssa presented the application. The Board discussed.
MOTION: David motioned and Alyssa seconded to approve the final subdivision of Catherine Bielitz's Parcel 28 (SG), divided into 5 tracts, and to approve 28-A as the primary lot to which assessments will be billed. Based on GLA's contractor waiver policy, Catherine's request to postpone assessment fees on Lots 28 B through E (4 lots) is approved beginning January 1, 2005. This waiver is not retroactive and therefore assessments billed prior to January 1, 2005 are still due. **Motion carried with one abstention.**

Lot 32-A (NG)/Edward Anderson Preliminary Minor Subdivision Application.
The Board confirmed that Edward's application was incomplete.

MOTION: Alyssa motioned and Cynthia seconded to table Edward Anderson's preliminary minor subdivision application for Lot 32-A (NG). The Board will review the application again when Edward provides the missing information, including a preliminary plat map. **Motion carried with one abstention from Edward.**

Lot 38-C (SG)/Ron & Mizzi's Spallone home construction application. .
Alyssa presented the Spallone's application. The Board discussed.
MOTION: Alyssa motioned and David seconded to approve Ron & Mizzi Spallone's home construction application for Lot 38-C (SG) on the condition that: (1) The necessary electrical permit is obtained prior to the start of electrical work; and (2) The disturbed land is reseeded after construction. **Motion carried.**

34-A/SG Roger Holmstrom: Modification to Home Construction Application.
Alyssa reported that Roger Holmstrom contacted her to inform her of a modification to his previous application reviewed at the 12/6/04 GLA Board Meeting. He plans to change the location of his well to a high point on the land and stated that he will follow the required 15-foot distance for the septic tank and drain field. The Board agreed to accept the modification.

4.3 Road & Weed Committee: Joanna Snyder (Chair)

4.3.1 Old Business

ACTION ITEM – *[David]* Review letter to landowners re: weed control. **Tabled.**

ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank. **Tabled.**

ACTION ITEM– *[David]* Develop and Present Road Maintenance and Improvement Plan. David agreed to complete the plan and present it at the April Board meeting. The Board will review this plan in conjunction with the proposed budget for 2005.

4.3.2 New Business.

David reported that Richard Mead is willing to snow plow in NG and SG. If Richard is hired, he will need to be added to the GLA auto insurance policy.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Penelope Price

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Kathleen Ulrich. David reported that he will review Kathleen's property in the coming week and then he will advise her what her next step will be. If necessary, David will arrange another community clean-up of her property.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. David reported that the rock pile, created by Paul Rantallo's work, is still there on the property above 30-E (NG).

ACTION ITEM – *[David]* Status of Hansard clean-up response. The Board agreed that the GLA should have our attorney write a letter to Hansard.
MOTION: David motioned and Cynthia seconded to ask our attorney to write a letter to Hansard as a final request for the clean-up of his property. Letter will include that if Hansard doesn't comply in a specific period of time, GLA will file a lawsuit to have his property cleaned up. **Motion carried.**

ACTION ITEM: David is to contact attorney re: K. Rakela's request for petition included in Smith complaint. David reported that our attorney stated it would be acceptable to give the petition, without the signatures, to Kathleen.

4.4.2 New Business

Review C. Lannes abbreviated complaint re: E. Johnson plus New Complaint Letter from Lannes re: GLA Board, dated 1/12/05.
Ronda reported that Craig advised her that he would not write the abbreviated/distilled letter requested by the Board and that the last page of his 12/9/04 letter could serve as his distilled complaint. Ronda reviewed a new letter from Craig, dated 1/12/05, in which he complained about the Board's handling of his complaint. Board discussed the difficulties in handling complaints involving two parties who have contradictory versions of their issue.
MOTION: Ronda motioned and David seconded to strike the easement clause from the motion included in the 12/6/05 meeting minutes concerning Edwin Johnson's subdivision application. Also, to inform Lannes that the GLA cannot handle his complaints and that they need to be settled between Craig and Edwin.
Board discussion.
AMENDMENT: Ronda motioned and Edward seconded to amend the above motion to read that " David and Ronda will draft a letter to Lannes and e-mail it to Board members for approval before sending to Lannes". **Amendment carried. Motion carried.**

Revisit Dog Issue from March 2004 GLA Board Meeting. Tabled.

Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter. Tabled.

Complaint: Eleanore. Schieffelin: re: Excessive Vehicles on 38-A (NG). Tabled. Ronda will speak to Eleanore.

Complaint: R. Zeman re: Lot 33 (NG).
Ronda reviewed that Zeman has requested that the GLA Board request a subdivision application from owners of Lot 33 (NG).
Discussion.

MOTION: Ronda motioned and David seconded to have the GLA send a letter to the owners of Lot 33 requesting that they complete a subdivision application and copy to Zeman. **AMENDMENT:** A separate letter will be sent to Roger explaining that the above letter will be the only action that the GLA will be taking in regards to his complaint. **Amendment carried. Motion carried.**

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report. Tabled.

4.5.2 New Business. None.

4.6 Recreation Committee: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate).

Status report on PVRC activities. **Tabled.**

4.6.1 Old Business

ACTION ITEM: - *[David]* Filing Parcel 16A as part of Glastonbury. **Tabled.**

ACTION ITEM – *[Janet]* Obtain articles of incorporation. **Tabled.**

ACTION ITEM – *[David]* Status report of fact-finding committee re: issues listed in Robert Wallace letter, dated 10/31/04 **Tabled.**

ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements. **Tabled.**

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson (Chair)

4.7.1 Old Business. None.

4.7.2 New Business

New layout of web page. Edward gave a brief review of the new layout of the GLA's web page and passed around a sample and the Board expressed approval. David will bring a write-up for the "About Us" section to the next meeting.

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG) **No report.**

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – *[Orlando]* List of points to consider regarding shelter insurance. **Tabled.**

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. **Tabled.**

6. Open Forum

Add to future agenda: Revisit contractor waiver policy.

7. Next Meeting and Adjournment

New Start Time of 6:45 for Board Meetings: The Board discussed the length of the meetings and agreed to experiment with setting 6:45 p.m. as the new start time for future Board meetings

The meeting was adjourned at 11:00 p.m. with no further business. The next meeting will be held on February 7, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS

PART 1: JANUARY 10, 2005

AR011005 *[Denise]* Draft/mail letter to W. Smith. **Done**.

RD011005.1 *[David]* Review road committee responsibilities with Joanna. **Done.**

RD011005.2 *[Cynthia]* Add Richard Mead to insurance policy if he is hired to snow plow.

CP011005.1 *[Ronda]* After distilled letter from Lannes is received, draft a response and propose to Board via e-mail. **Done.**

CP011005.2 *[Ronda]* Contact Lannes with Board's response. **Pending Board's further review.**.

CP011005 *[David]* Contact attorney re: Rakela's request for petition. **Done.**

CP011005.3 *[Ronda]* Meet with Kathleen Rakela regarding the handling of the complaint regarding her statues.

CP011005.4 *[Ronda, et. al]* Formulate a proposal for updating and improving the complaint committee process. **Done.**

PART 2: JANUARY 17, 2005

TR011705.1 *[Denise]* Draft revised weed incentive program policy for Cynthia's review. **Done**

TR011705.2 *[Denise]* Draft/deliver documentation re: Board approved co-signers and cover memo to Bank of Rockies. **Done.**

TR011705.3	*[Cynthia]* Handle response to 2 landowners requesting waivers and revise payment plan form. **Done.**
TR011705.4	*[Denise]* Revise weed policy and send to Cynthia for final approval. **Done.**
TR011705.5	*[Denise]* Draft assessment fee increase letter to Thomas Barry. **Cancelled.** (Cynthia informed Denise that Barry has submitted new assessment fee amount to GLA.)
TR011705.6	*[Jim]* Adjust and revise 2004 Budget for April 1, 2005 meeting.
TR011705.7	*[Cynthia]* Research amount of available funds for snowplowing and inform Joanna.
AR011705.1	*[Alyssa, David and interested Board members]* Meet and make corrections to the proposed fee schedule, bring it up to date for presentation at the February Board meeting.
AR011705.2	*[Denise]* Draft/mail letter to Rantallo. **Done.**
AR011705.3	*[Denise]* Draft /send approval letter to R. Holmstrom. **Done.**
AR011705.4	*[James K. & Ronda]* Research E. Johnston's gate related letters.
AR011705.5	*[Denise]* Draft/mail subdivision approval to C. Bielitz. **Done.**
AR011705 .6	*[Denise]* Draft/mail home construction approval for Ron Spallone. **Done.**
RD011705	*[David]* Prepare road maintenance and improvement plan and present at April meeting
CP011705.1	*[David & Ronda]* Draft letter to attorney re: Hansard. **Done.**
CP011705.2	*[Denise]* Compile letters of our correspondence with Hansard. **Done.**
CP011705.3	*[Ronda & David]* Draft proposed response to Lannes and forward to Board for approval. **Done.**
CP011705 .4	*[Denise]* Draft letter/mail response to petition request. **Done.**
CP011705.5	*[Ronda]* Speak to Eleanore Schieffelin re: her complaint.
CP011705.6	*[Ronda/Denise]* Draft/mail letter to Lot 33 (NG).owners and copy to Zeman. **Done.**
CP011705.7	*[Ronda/Denise]* Draft/mail letter to Zeman. **Done.**
WB011705	*[David]* Draft insert for the "About Us" section on GLA Website to present at next meeting.

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Revised

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
January 10, 2005

1. **Call to Order, Opening Prayer**
2. **Reading and Disposition of Minutes**
   November 1, 2004 Minutes
   December 6, 2004 Minutes

3. **General Business**
   3.1 New Business
   Review/Approve Proposed 2005 Meeting Dates

   3.2 Old Business
   ACTION ITEM – Board to elect committee chairs for:
   Road and Weeds Committee, Clean-Up Committee & Database Committee
   New members of the Master Plan Committee and Recreation Committees to elect a chair(s).
   ACTION ITEM – *[Denise]* Status of list of all motions
   ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order
   ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes

4. **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   4.1.2 New Business
   Preparation of the 2005 Budget
   *[Denise]*Proposal to purchase xerox/fax/scanning machine
   [Cynthia] Assessment increase letter to non-landowners
   [Cynthia] Weed Policy

   4.2 Architecture Subcommittee Report – Ronda Alexander (NG) /Allysa Allen (SG) (Co-chairs), Laura Boise
   4.2.1 Old Business
   ACTION ITEM – *[Board]* Review Architectural fee schedule.
   ACTION ITEM – [*Ronda]* Status of Paul Rantallo cargo units
   ACTION ITEM – Status of Paul Rantallo's response to correction of culvert
   ACTION ITEM – Revisit 12/6/04 motion re: Parcel 54 (SG)/Edwin Johnson subdivision appl.

   4.2.2 New Business
   Everett Johnston 11/11/04 letter re: gate.
   Parcel 28 (SG)/C. Bielitz subdivision application
   Lot 32-A (NG)/E. Anderson minor subdivision application
   Lot 38 (SG)/Rich Spallone home construction application

   4.3 Road & Weed Committee Report
   4.3.1 Old Business
   ACTION ITEM – *[David]* Review letter to landowners re. weed control.
   ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.
   4.3.2 New Business
   4.4 Complaint Committee Report – Ronda Alexander (Chair), Cynthia Blocker, Joanna Snyder
   4.4.1 Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
   ACTION ITEM – *[David]* Status of removing rock pile above culvert
   ACTION ITEM – *[David]* Status of Hansard clean-up response

4.4.2 New Business
ACTION ITEM: David contact attorney request of K. Rakela for petition re: her statues.
Revisit Dog Issue from March 2004 GLA Board Meeting .
Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.
Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG)
Complaint: C. Lannes re: E. Johnson
Complaint: R. Zeman re: Lot 33 (NG)

4.5 Land Use Master Plan Committee Report – Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business
ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate)
[Janet] Status report on PVRC activities

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury
ACTION ITEM – *[Janet]* Obtain articles of incorporation
ACTION ITEM – *[David]* Status report of fact finding committee re: issues listed in Robert Wallace letter, dated 10/31/04
ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

4.7.2 New Business
New layout of web page

4.8 Clean-up Committee Report

4.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

5. Other Business

4.10 Shelter Insurance
ACTION ITEM – *[Orlando]* List of point to consider regarding shelter insurance

4.11 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Open Floor Comment Period

7. Next Meeting and Adjournment

(Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of same meeting).

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
January 17, 2005

The Board addressed part of the Jan. 10 agenda items at the Jan. 10 meeting. It agreed to meet again on Jan. 17 to handle unfinished business as listed on agenda below.

4. Report of Officers and Committees

4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business

4.1.2 New Business

[Cynthia] Glastonbury Weed Incentive Program policy clarification
[Cynthia] Vote for Board Members to Co-Sign GLA Checks
Preparation of the 2005 Budget

4.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise

4.2.1 Old Business

ACTION ITEM – *[Board]* Review Architectural fee schedule.
ACTION ITEM – [*Ronda]* Status of Paul Rantallo cargo units
ACTION ITEM – Status of Paul Rantallo's response to correction of culvert
ACTION ITEM – Revisit 12/6/04 motion re: Parcel 54 (SG)/Edwin Johnson subdivision app.

4.2.2 New Business

Everett Johnston 11/11/04 letter re: gate.
Parcel 28 (SG)/C. Bielitz subdivision application
Lot 32-A (NG)/E. Anderson minor subdivision application
Lot 38 (SG)/Ron & Mizi Spallone home construction application

4.3 Road & Weed Committee Report

4.3.1 Old Business

ACTION ITEM – *[David]* Review letter to landowners re. weed control.
ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.

4.3.2 New Business

4.4 Complaint Committee Report – Ronda Alexander (Chair)

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
ACTION ITEM – *[David]* Status of removing rock pile above culvert
ACTION ITEM – *[David]* Status of Hansard clean-up response
ACTION ITEM: *[David]* contact atty re: request of K. Rakela for petition re: her statues.

4.4.2 New Business

[Ronda] Review C. Lannes abbreviated complaint re: E. Johnson
Revisit Dog Issue from March 2004 GLA Board Meeting .
Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.
Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG)
Complaint: R. Zeman re: Lot 33 (NG)

4.5 Land Use Master Plan Committee Report – Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate)
[Janet] Status report on PVRC activities

4.6.1 Old Business
ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury
ACTION ITEM – *[Janet]* Obtain articles of incorporation
ACTION ITEM – *[David]* Status report of fact finding committee re: issues listed in Robert Wallace letter, dated 10/31/04
ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1 Old Business

4.7.2 New Business
New layout of web page

4.8 Clean-up Committee Report

4.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

5. Other Business
4.10 Shelter Insurance
ACTION ITEM – *[Orlando]* List of point to consider regarding shelter insurance

4.11 Including Parcels in GLA
ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Open Floor Comment Period

7. Next Meeting and Adjournment

(Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of same meeting).

rec'd 1/10/05 Board Mtg

01/10/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of January 10, 2005

	Jan 10, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,298.22
1st National Bank Savings	7,749.36
Total Checking/Savings	10,047.58
Accounts Receivable	
Accounts Receivable	149,818.24
Total Accounts Receivable	149,818.24
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	159,292.32
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**159,293.32**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	63,164.60
Net Income	84,401.00
Total Equity	-68,037.38
TOTAL LIABILITIES & EQUITY	**159,293.32**

01/10/05

Glastonbury Landowners Association, Inc.
Profit and Loss Budget Overview
January through December 2004

	Jan - Dec '04	Budget	$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	2,203.87		
2. Interest Income	50.71		
4. Sanitation Bond Account	2,750.00		
6. Rebate	-197.50		
7. Application Fees	75.00		
A. General Income - Other	110.00	75,870.00	-75,760.00
Total A. General Income	4,992.08	75,870.00	-70,877.92
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	331.02		
05. Dwelling Assessment 2001	550.89		
06. Dwelling Assessment 2002	1,226.61		
07. Dwelling Assessment 2003	2,666.84		
08. Dwelling Assessment 2004	21,152.55		
09.Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	331.03		
13. Land Assessment 2001	670.90		
14. Land Assessment 2002	1,586.60		
15. Land Assessment 2003	4,248.29		
16. Land Assessment 2004	35,566.85		
B. Assessments - Other	120.00		
Total B. Assessments	74,811.58		
C. Late Fees/Finance Charges			
1. Finance Charges	1,337.04		
2. Five Percent Penalty	327.04		
Total C. Late Fees/Finance Charges	1,664.08		
Total Income	81,467.74	75,870.00	5,597.74
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	761.30		
5. Rentals	430.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	242.80		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	8,169.96	-8,169.96
Total A. Business Expenses	6,625.29	8,169.96	-1,544.67
B. Office Expense			
1. Copying	1,125.52		
2. Postage	1,251.06		

Glastonbury Landowners Association, Inc.
Profit and Loss Budget Overview
January through December 2004

	Jan - Dec '04	Budget	$ Over Budget
3. Office Supplies	655.82		
4. Misc. Expenses	728.98		
5. Refreshments	443.82		
B. Office Expense - Other	4.81	2,199.96	-2,195.15
Total B. Office Expense	4,210.01	2,199.96	2,010.05
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	2,931.83		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ullrich	480.00		
3. Legal Council - Other	953.35		
Total 3. Legal Council	3,237.25		
4. Secretarial	9,459.99		
5. Professional Fees	5,189.87		
6. Treasurer	732.50		
7. Web Site	1,486.13		
C. Professional Fees - Other	0.00	16,699.92	-16,699.92
Total C. Professional Fees	23,142.57	16,699.92	6,442.65
D. Road Repairs & Maintenance			
1. Loan Payment	37,706.21		
2. Road Maint.			
2.1 Misc. Maintenence	230.00		
2.3. Weed Control	-2,060.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	1,220.00		
3. Road Grading	920.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	38,499.96	-38,499.96
Total D. Road Repairs & Maintenance	42,410.71	38,499.96	3,910.75
E. General Expenses			
2. Equipment Repair & Maint.	295.28		
3. Miscellaneous	384.20		
E. General Expenses - Other	0.00	600.00	-600.00
Total E. General Expenses	679.48	600.00	79.48
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		

Glastonbury Landowners Association, Inc.
Profit and Loss Budget Overview
January through December 2004

	Jan - Dec '04	Budget	$ Over Budget
Total 2. Master Plan	565.96		
4. Recreation Area	466.56		
5. Water Reservoir	830.13		
F. Misc. Projects - Other	24.68	9,699.96	-9,675.28
Total F. Misc. Projects	6,698.77	9,699.96	-3,001.19
H. Discount	465.00		
Total Expense	84,231.83	75,869.76	8,362.07
Net Income	-2,764.09	0.24	-2,764.33

GLA 01793

January 10, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January through December 2004

	Jan - Dec '04
Income	
A. General Income	
1. Church, for Road Paving Loan	2,203.87
2. Interest Income	50.71
4. Sanitation Bond Account	2,750.00
6. Rebate	-197.50
7. Application Fees	75.00
A. General Income - Other	110.00
Total A. General Income	4,992.08
B. Assessments	
02. Dwelling Assessment 1998	120.00
03. Dwelling Assessment 1999	120.00
04. Dwelling Assessment 2000	331.02
05. Dwelling Assessment 2001	550.89
06. Dwelling Assessment 2002	1,226.61
07. Dwelling Assessment 2003	2,666.84
08. Dwelling Assessment 2004	21,152.55
09.Golden Age Village Assess	5,880.00
10. Land Assessment 1998	120.00
11. Land Assessment 1999	120.00
12. Land Assessment 2000	331.03
13. Land Assessment 2001	670.90
14. Land Assessment 2002	1,586.60
15. Land Assessment 2003	4,248.29
16. Land Assessment 2004	35,566.85
B. Assessments - Other	120.00
Total B. Assessments	74,811.58
C. Late Fees/Finance Charges	
1. Finance Charges	1,337.04
2. Five Percent Penalty	327.04
Total C. Late Fees/Finance Charges	1,664.08
Total Income	81,467.74
Expense	
A. Business Expenses	
1. Banking Fees	29.00
2. Insurance	4,487.19
3. Licenses	15.00
4. Lien Filing	761.30
5. Rentals	430.00
6. Sanitation Bond Refunds	250.00
7. Taxes	242.80
8. Refund on Overpayment	410.00
Total A. Business Expenses	6,625.29
B. Office Expense	
1. Copying	1,125.52
2. Postage	1,251.06

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	Jan - Dec '04	
3. Office Supplies		655.82
4. Misc. Expenses		728.98
5. Refreshments		443.82
B. Office Expense - Other		4.81
Total B. Office Expense		4,210.01
C. Professional Fees		
1. Accountant		105.00
2. Bookkeeper		2,931.83
3. Legal Council		
3.1 PVRC	1,627.00	
3.2 48 NG Lawsuit	176.90	
3.3 Ullrich	480.00	
3. Legal Council - Other	953.35	
Total 3. Legal Council		3,237.25
4. Secretarial		9,459.99
5. Professional Fees		5,189.87
6. Treasurer		732.50
7. Web Site		1,486.13
Total C. Professional Fees		23,142.57
D. Road Repairs & Maintenance		
1. Loan Payment		37,706.21
2. Road Maint.		
2.1 Misc. Maintenence	230.00	
2.3. Weed Control	-2,060.00	
2. Road Maint. - Other	3,050.00	
Total 2. Road Maint.		1,220.00
3. Road Grading		920.00
4. Snow Removal		
4.1. Snow Plowing	1,552.50	
4.2. Sanding	1,012.00	
Total 4. Snow Removal		2,564.50
Total D. Road Repairs & Maintenance		42,410.71
E. General Expenses		
2. Equipment Repair & Maint.		295.28
3. Miscellaneous		384.20
Total E. General Expenses		679.48
F. Misc. Projects		
1. Snow Plow/Sander Truck		4,811.44
2. Master Plan		
2.3 Copies	45.96	
2.4 Contractors	372.00	
2. Master Plan - Other	148.00	
Total 2. Master Plan		565.96

	Jan - Dec '04
4. Recreation Area	466.56
5. Water Reservoir	830.13
F. Misc. Projects - Other	24.68
Total F. Misc. Projects	6,698.77
H. Discount	465.00
Total Expense	84,231.83
Net Income	-2,764.09

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of January 10, 2005

	Jan 10, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,298.22
1st National Bank Savings	7,749.36
Total Checking/Savings	10,047.58
Accounts Receivable	
Accounts Receivable	149,818.24
Total Accounts Receivable	149,818.24
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	159,292.32
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**159,293.32**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	63,164.60
Net Income	84,401.00
Total Equity	-68,037.38
TOTAL LIABILITIES & EQUITY	**159,293.32**

rec'd 1/10/05
Board Mtg

Weed Control

Glastonbury Incentive Program: Per Section 4.05, Weed and Vermin Control, Landowners are responsible to make reasonable efforts to control and prevent the spread of noxious weeds and vermin from their property." The most effective way to do this is by spraying. The GLA established an incentive program for Glastonbury landowners who agree to have their weeds sprayed bi-annually. GLA will pay each landowner 25% of the cost of his knapweed spraying, not to exceed $50 a year. To take advantage of this program, you need to sign an annual contract with a weed control company to spray your area twice a year for the next 3-5 years. When you finalize this kind of contract, please request a "Weed Reimbursement Application form" from the GLA accounting department. Complete the form and submit it to GLA along with a copy of the contract you made with the weed control company.

rec'd 1/19/05
Board Mtg

Excerpt from Board of Directors Meeting Minutes of 7/17/2000

Noxious Weed Control

MOTION: Jim moved and Robert seconded the motion to notify landowners that the GLA was offering a 25% rebate of the cost of spraying for knapweed, not to exceed $50, on a Glastonbury parcel or tract if the landowner's GLA annual assessment is paid to date and the landowner signs an annual contract with a licensed sprayer dated on or before September 30, 2000. To collect the rebate, landowners must submit a copy of the paid bill and signed contract. (It was not recorded that the motion carried?)

GLA Board of Directors

Committees Proposal

CURRENT

Committee Membership – Chaired by the Board with the day-to-day operations performed predominantly by Board Members

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - Ronda Alexander – NG Chair
  - Alyssa Angelis Allen – SG Chair
  - Laura Boise – Member (Board)
  - Christopher MacDonald - Volunteer

- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - Open – NG Chair
  - Joanna Snyder – SG Chair

- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)

- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin

PROPOSED

Committee Membership – Chaired by Board Members with day-to-day operations performed in conjunction with volunteers from the Glastonbury Community

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - NG/SG Chair – Alyssa Angelis Allen
  - Laura Boise – Member (Board)
  - **Christopher MacDonald – NG Volunteer
  - Open – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - NG/SG Chair – Joanna Snyder
  - *Richard Mead – NG Volunteer
  - Open – NG Volunteer
  - *James Trisdale (JT) – SG Volunteer
  - Open – NG Volunteer

- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)
  - *Penelope Price – Member (Ombudsman)
  - *Jeanne Campbell – Member (Ombudsman)

- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin
  - Open – NG Volunteer
  - Open – SG Volunteer

* To Be Confirmed ** Confirmed

CURRENT

- **Recreation** – oversees and helps guide the PVRC committee and reports back to the Board
  - Laura Boise
  - Edwin Johnson
  - Janet Naclerio
  - Edward Anderson (alternate)

- **Web Page** – oversees the development of the web page
  - Edward Anderson – Chair

- **Clean-Up** – promotes cleanup of North and south Glastonbury in general and clean-up of shelter sites
  - Chair – Open

- **Database** - keeps database updated with new owners, addresses and property subdivisions; all authorized users input to system
  - Cynthia Blocker – Authorized User
  - Rudy Parker – Authorized User
  - Pamela May – Volunteer

PROPOSED

- **Recreation** – oversees and helps guide the PVRC Board and reports back to the GLA Board
  - Laura Boise
  - Edwin Johnson
  - Janet Naclerio
  - Edward Anderson (alternate)
  - Open – NG Volunteer
  - Open – SG Volunteer

- **Web Page** – oversees the development of the web page
  - Edward Anderson – Chair

- **Clean-Up** – promotes cleanup of Glastonbury Community and clean-up of shelter sites
  - Chair – Open
  - Open – NG Volunteer
  - Open – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

- **Database** - keeps database updated with new owners, addresses and property subdivisions; only people affiliated with the Board because of confidential landowner data
  - Cynthia Blocker – Member (Board)
  - Rudy Parker – Member (Board)
  - *Denise Orr – Member (Admin. Secretary)

- **Welcome** – produces and mails welcome letter and newsletter to new landowners; delivers a welcome package to landowner (welcome package could be a coupon to the Peak, Chico, etc.)
  - Ronda Alexander – Chair
  - **Danalee Howe – NG Volunteer
  - **Barbara Dowbenko – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

* To Be Confirmed ** Confirmed

GLA Board of Directors

COMMITTEES: CURRENT

Dave Officer - up
Shelter Cove
Removal area

NAME	ARCHITECTURAL	ROAD & WEED	COMPLAINT	MASTER PLAN	RECREATION	WEB PAGE	CLEAN-UP	DATABASE	WELCOME
Ronda Alexander	resigning X ~~NG Chair~~		X NG/SG Chair						X NG/SG Chair
Alyssa Angelis Allen	X SG Chair								
Edward Anderson					X Alternate	X NG/SG Chair			
Cynthia Blocker			X					X	
Laura Boise	X			X	X				
Edwin Johnson					X				
Orlando Johnson				X					
James Kozlik									
Charlotte Mizzi				X					
Janet Naclerio					chair X				
Joanna Snyder		~~X SG Chair~~ X	~~X~~						
David Tonkin		will meet or will set over duties This week		X will do in Jan					

Dawn

A Fauna can help site
NG-

Wayne + JT -
Richard Meade - drive CalA - have to add business

GLA 01802

Glastonbury Landowners Association, Inc.
Board of Directors Meetings
2005

DATE	DESCRIPTION
Monday, January 10th	Regular meeting
Monday, February 7th	Regular meeting
Monday, March 7th	Regular meeting
Monday, April 4th	Regular meeting
Monday, May 2nd	Regular meeting
Monday, June 6th	Regular meeting
Monday, July 11th	Regular meeting (Jul 4th = Independence Day) May change
Monday, August 8th	Regular meeting; select Election Committee Chair
Monday, September 12th	Regular meeting (Sep 5th = Labor Day)
Monday, October 3rd	Regular meeting
Saturday, November 12th	Annual Board meeting; Board of Directors election
~~*Monday, Nov 14th~~	~~Election of new officers~~
*Monday, December 5th	New Board members' orientation; all board members attend
Monday, December 12th	Regular meeting Elect New Officers

* New meetings added to accommodate election of officers and orienting new members to Board, ensuring the Board doesn't get behind on regular business as they transition to the newly formed Board.

GLA BOARD MEETING NORMS

The GLA Board Meeting Norms describe how we will operate during the life of the Board. The Meeting Norms should be based on the GLA Board's values and posted at all Board meetings.

Ground Rules: We will . . .	
1. respect each person's input.	7. limit discussion of person who has the floor to 3 minutes.
2. be patient and understanding with each other.	8. allow differences to surface and resolve conflicts immediately.
3. be honest and tactful.	9. stay focused on the facts and keep personal biases out of discussions and decisions.
4. be open to suggestions from others.	10. bring Covenants, Standards and By-Laws to each meeting for reference during the meeting.
5. listen without interrupting or holding sidebars.	
6. stay focused and on task.	

OPERATION	GUIDELINE	COMMENTS
Meeting Dates, Times and Location	• 1st Monday of each Month • 7:00PM – 10:00 PM • Golden Ratio Cafeteria	• If the 1st Monday falls on a holiday, it will be moved to the next Monday

Agendas	• President prepares the agenda
	• Mailed 1 week before meeting
	• Additional items may be added by:
	  • emailing Denise Orr at denisemorr@msn.com
	  • adding at beginning of meeting
	• Agenda items will be prioritized at the beginning of each meeting
		• Board members are responsible for picking up the Agenda at the Emigrant General Store.
		• Items not addressed will be added to the next Agenda

Meeting Minutes	• Minutes record decisions; they are not a transcript of the meeting • Actions Items are listed at the end of the minutes with the responsible person/timeline • Completed action items will be transferred to next meeting agenda for reference only • Meeting Minutes will be read by the Secretary at beginning of next meeting for accuracy and approval by the Board (p. 164 Robert's Rules) • Once the meeting minutes are approved a 2/3 vote is required to amend the meeting minutes unless previous notice of the proposed amendment has been given; then only a majority vote is required (p. 167 Robert's Rules)	• Board members read the meeting minutes to make sure they accurately represent what was decided • Board members are responsible for conveying meeting minute discrepancies before or at the next meeting
Opening Prayer	• Meeting will be opened with a generic prayer	• All Board members share this responsibility

OPERATION	GUIDELINE	COMMENTS
Meeting Roles	• See page 4	• Can be share by all members
Abbreviated Robert's Rules of Order	• During discussion of agenda any Board member may make a motion, indicating a decision is needed by the Board • If a motion is seconded then the issue is open for discussion; discussion of a motion should be limited to approximately 3 minutes per person • If a motion is not seconded, the issue is taken off the table and there isn't any discussion • Once a motion is made and seconded, it must be voted on or amended before moving on to another motion • If an amendment is made to a motion, it must be voted on before the original motion • If the amendment is passed, then the amended motion is voted on • If the amendment is not passed, then the original motion is voted on • A Board member may call for a vote any time after a motion has been seconded • Routine matters may be decided by general consent..."if there is no objection we will..."; if there is an objection a vote must be taken (p. 159 Robert's Rules)	• The President chairs the meeting and is not allowed to vote except to break a tie • In the President's absence, the Vice-President chairs the Board meeting • If the President wants to comment he/she relinquishes the chair to the Vice President
Past Decisions	• Past decisions made by the Board will be followed unless overturned by the Board	• Refer to list of past decisions
Conflict Resolution Guidelines	• See pages 7-8	

Meeting Evaluation	• Periodically conduct meeting evaluations to determine their effectiveness
	  • Ask what worked, what didn't, how can the meeting be improved at end of meeting or...
	  • Use Meeting Evaluation form (see p. 6)	

Correspondence	• Original incoming correspondence is kept in the main files held by the Secretary • Outgoing correspondence should be reviewed by the Secretary before being sent out; a copy of the signed correspondence is kept in the main files held by the Secretary	• Denise Orr is the keeper of these files
Landowner Database	• Confidential database includes the parcel/tract/lot number, size of the lot, how many votes per landowner, whether or not its been subdivided and subdivision owners	• Reserved for Board of Directors only • Need the confidential password to access

5 STAGE MEETING PLAN

Stage 1: Plan

- Understand the purpose of the meeting; ask yourself if it really needs to be covered in a meeting or can it be done more efficiently and expeditiously another way
- Be clear about why you need the meeting and the overall objectives
- Anticipate the appropriate people and resources needed for the meeting
- Identify the desired outcome from this meeting

Stage 2: Inform

- Use an agenda to inform everyone about what is being discussed, why and what you want from the meeting
- Ask for input to the agenda prior to the meeting
- Send out the agenda ahead of time; use e-mail when possible

Stage 3: Prepare

- Prioritize the agenda items
- Identify amount of time needed for each topic
- Be sure to include some discussion time

Stage 4: Structure & Control

- Begin and end the meetings on time; if more time is needed to complete the meeting, the Board will vote on whether or not to extend the meeting end time. This conveys you value the member's time and intend to use it efficiently
- Review the meeting objectives and agenda
- Get group consensus before varying from the set agenda
- Progress through the agenda one item at a time, keep the meeting focused on the objectives/agenda, and don't allow the discussion to jump around
- Continually encourage participation; make sure that discussion and decisions are not left to only a few of the more vocal members of the meeting; check in with each member before closing discussion on an agenda item
- Keep the discussion focused; control "war" stories; stop members from going back over old ground; refer to the agenda; honor the 3-minute discussion limit
- After a motion has been approved, the secretary will read the motion and agreed upon action; reconfirms the final result and provides opportunity for any clarification

Stage 5: Summarize & Record

- Summarize and review the agreements, commitments, actions, timelines and responsible parties before leaving the meeting
- Record all motions and action items, the name of the responsible person and the timeline

MEETING ROLES

Leader

The leader is responsible for the Planning, Informing and Preparation stages of the *5 Stage Meeting Plan*.

- Secures the meeting site
- Anticipates people and resources needed
- Prepares and sends out the agenda

Facilitator

The facilitator is responsible for the Structure & Control stage of the *5 Stage Meeting Plan,* making sure the meeting stays on point. They guide the members through the decision making process and manage the group dynamics to ensure there is balanced participation in meetings.

- Keeps the meeting focused, on track and moving
- Guides the members through the agenda items

Recorder

The recorder is responsible for the Summary & Record stage of the *5 Stage Meeting Plan.* The recorder takes permanent notes for the meeting, including decisions reached by the Board, new action items and completed action items. The recorder summarizes key decisions and action items at the end of the meeting

- Takes the meeting minutes
- Keeps track of action items, the responsible party, and timelines

Scribe

The scribe writes pertinent information on the flip chart and assists the facilitator in conducting brainstorming sessions.

- Writes on the flipchart during brainstorming activities

Timekeeper

The timekeeper keeps track of time allotted for different activities and discussions, and alerts the group when it has reached its time limit.

- Monitors time as prescribed by the leader or agenda

Devil's Advocate

The Devil's Advocate consistently questions people's perspectives in an attempt to help them "think outside of the box" and make sure all possibilities have been considered.

- Asks the "Why?" question (e.g., "Why should we do it that way?")
- Seeks details and examines opposite perspectives

FACILITATION TIPS

- **Ask members what they think.** One method of insuring participation is to go around the room one person at a time and ask each person to share his or her thoughts, feelings or opinion about a particular topic. Ask questions such as:
  - What was your thinking on...?
  - What do the covenants, standards, by-laws say about...?
  - What made you come to that conclusion about...? Are the covenants, standards, by-laws supported by your conclusion to...?

- **Ask clarifying questions.** When you don't understand an individual's contribution or see that the group isn't clear on an issue, ask the following questions:
  - I'm not sure I understood your last comment; would you explain it again?
  - This seems to be confusing people, let's review it again.

- **Paraphrase member's responses.** When your goal is to understand what is being said, the best way to do so is to repeat back what you thought was said. For example:
  - If I understand correctly, you are saying that...
  - Would you restate what was just said so that we can make sure we understand?
  - I believe what is being suggested is...

- **Encourage and support participation.** When you notice that people are not participating, you might say:
  - We understand your point; now let's ask Joe what his thoughts are on...
  - Before we move on, I'd like to hear Mary's perspective on this.
  - Joan, we haven't heard from you in awhile, is there anything else you think we should consider about...?

- **Identify and summarize key themes.** When many ideas have been presented, it's a good idea to stop and summarize before moving onto more information. For example:
  - We've heard a lot of good ideas; would someone volunteer to summarize our agreements so far?
  - John, you don't seem to be in agreement about this. Would you summarize for us your major objections?

- **Keep the group on task.** If you find the group straying from the objectives of the meeting, you can refocus them by asking:
  - Are we on track with this line of discussion?
  - Does this pertain to our objectives?
  - Should this be discussed now or added to the agenda and, if time permits, discuss at the end of the meeting? Or, should it be added to the next meeting's agenda? Or, to new business?

- **Handle differences of opinion.** When it is clear that differences exist, it is best to acknowledge and address it now, or it will lead to future problems.
  - Susan, I'm not sure that you agree with what was just presented. Could you tell us your perspective?
  - Joan, would you tell us why you don't agree with Susan?
  - How much time shall we devote to resolving this difference?

Meeting Evaluation Checklist

Yes	No	
		Did all meeting members understand the meeting purpose?
		Did all meeting members understand the desired outcomes?
		Did all meeting members have a chance to participate during the meeting?
		Did any one person dominate the meeting?
		Did all meeting members listen to and respect each other?
		Were disagreements handled in a productive manner?
		Did all meeting members understand the relationship of the meeting roles to the meeting's effectiveness?

Meeting Evaluation

What contributed to the meeting's effectiveness? _____

_____

_____

_____

_____

_____

Were there any behaviors or distractions that took away from the meeting's effectiveness?

_____

_____

_____

_____

_____

What could we do better the next time we meet? _____

_____

_____

_____

_____

_____

GLA 01809

TYPES OF CONFLICTS

FACTS (generally easy)

- Different information in regards to the same issue
- Resolving this type of conflict is generally easy
- Conflict disappears when all facts and data are shared

METHODS (somewhat difficult)

- Disagreement over the best way to achieve a goal, solve a problem, perform a task, etc.
- Resolving this type of conflict is somewhat difficult
- Conflict resolved through use of problem-solving techniques

GOALS (generally difficult)

- Disagreement on the basic purpose/mission/goal; different perspectives on what it should be
- Resolving this type of conflict is generally difficult
- Negotiating skills are critical to reaching consensus

VALUES (very difficult)

- Disagreement about the intention behind the issue; basic belief systems are fundamentally different
- Resolving this type of conflict is very difficult
- Mediation is often needed to resolve this type of conflict

CONFLICT RESOLUTION GUIDELINES

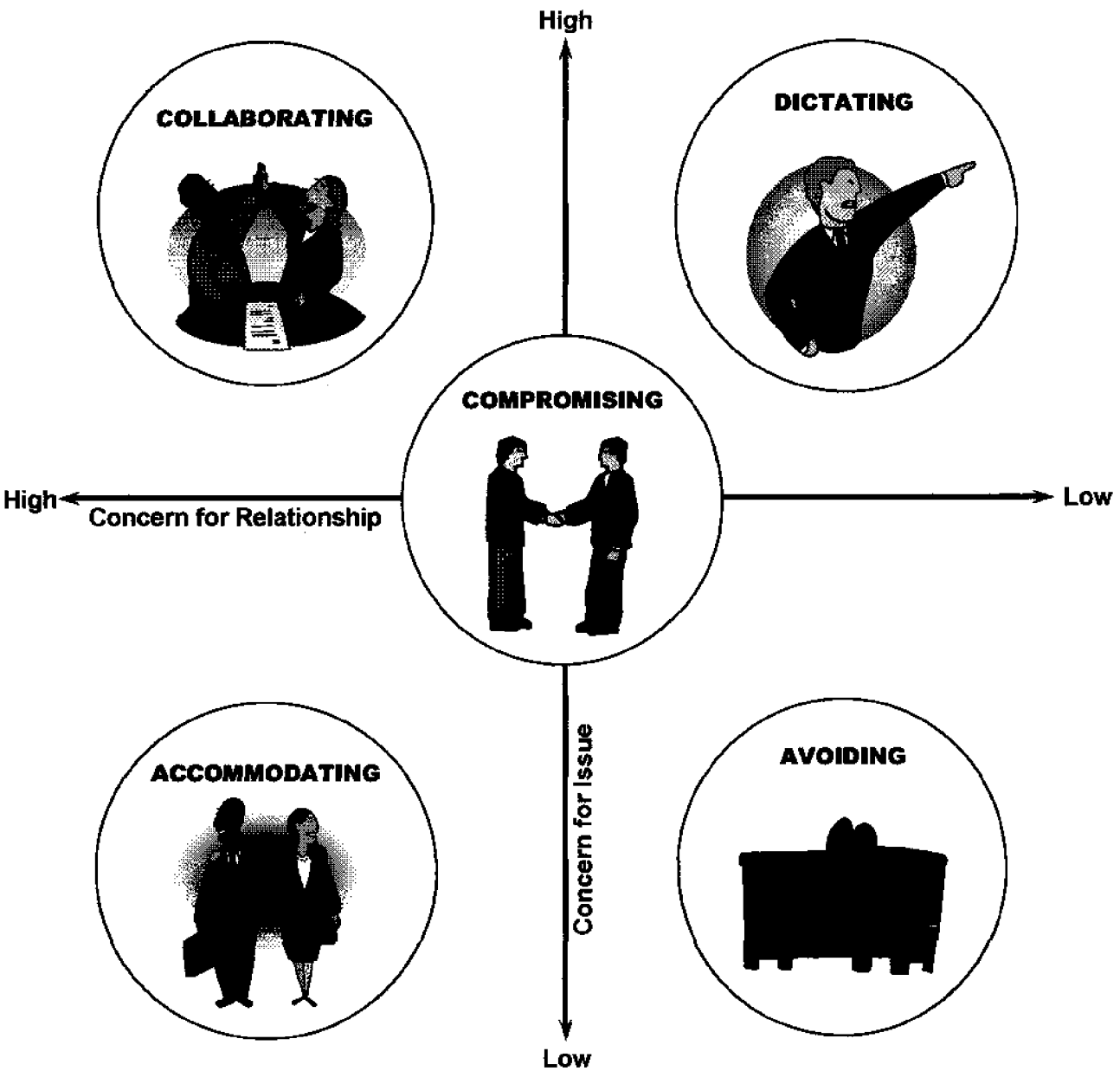
CONFLICT RESOLUTION PROCESS

1. Ensure that all people affected by the conflict are involved in the resolution process.
2. Clarify that everyone is there to solve the same conflict.
3. Confirm that everyone is committed to resolving the conflict.
4. State the desired outcome of the situation and review the facts of the situation; this step may be used many times to keep the discussion focused.
4. Each person states their view of the conflict. While that person is stating their point of view the remaining parties:
   - probe for facts to understand a specific point of view
   - do not criticize anyone for taking a particular position
   - do not interrupt (except to clarify)
   - do not present arguments at this time
   - avoid discussion of solutions
   - *LISTEN! LISTEN! LISTEN!*
7. Discuss possible solutions:
   - focus on ideas, not personalities
   - do not judge ideas
   - build on other's ideas
   - be creative; encourage unique ideas
   - contribute freely and openly
8. Develop a list of possible solutions:
   - measure the possible solutions against the desired outcome
   - identify the consequences and impact of each solution
9. Select the Best Solution
   - Ask everyone involved to restate the solution as they understand it
   - Ask everyone involved for agreement and commitment to the solution
10. Document the Solution and ask all parties to sign the documentation

CONFLICT RESOLUTION ETIQUETTE

1. Timing
   - Don't confront while emotions are highly charged; allow for a cooling down period
2. Confidentiality
   - Everything that takes place during the discussion will remain confidential
   - Do not bad-mouth each other before or after the confrontation
3. Appreciate the Differences in People
   - Be open and willing to understand other people's filters: culture, language, values, attitudes, etc.
4. Don't Use Judgmental Tactics
   - Blaming: "You're the one who . . . "
   - Interpreting: "You tried to manipulate and mislead . . . "
   - Labeling: "You are arrogant, deceptive and devious . . ."
   - Analyzing: "If you weren't so concerned about making a profit . . . "
   - Moralizing: "Clearly you are motivated by greed. "
   - Interrogating: "Why would you even think about doing . . . "
   - Exaggerating: "Everyone thinks you . . . "
5. Use "I" Statements
   - "I see it this way . . . "
   - "I think it might be . . . "
   - "I need to know . . . "
   - "You" creates defensiveness
6. Be Specific
   - Vague: "I want you to be more considerate of my privacy."
   - Specific: "I'd appreciate it if you would call before you come over."
7. Focus on the Issue
   - Be willing to hear other people's points of view without being defensive
   - Don't focus on who is right or wrong; your goal is to understand the issue

DECISION MAKING STYLES



DECISION MAKING STYLES

Style	Description	Appropriate Use
DIRECTING	• high concern for issue, low concern for relationship • characterized as being aggressive and uncooperative • apt to pursue own goals at expense of others	• unpopular decision has to be enforced • crisis situation needs quick action • know you are right and your solution will achieve the desired outcome
ACCOMMODATING	• high concern for relationship, low concern for issue • characterized as being unassertive and overly cooperative • "covering up"...pretending that everything is satisfactory, even when it's not • "agreeing to disagree"...conflict generally doesn't go away and reappears even more forcefully	• the relationship is more important than the issue • the other person's need is greater than your need • balance of power is clearly in their favor (i.e., you could get fired) • other person is trying something new and you can live with the outcome
AVOIDING	• low concern for issue, low concern for relationship • characterized as being unassertive, uncooperative, or giving up to one's opponent • differences are denied or ignored	• everyone needs a "cooling off" period • it really is not your problem • the cost is greater than the benefits or rewards • you cannot do anything about the situation
COMPROMISING	• moderate concern for issue and relationship • characterized as taking an intermediate stance between assertiveness and cooperativeness • want a quick solution that will be all right with everyone • negotiate to "split the difference"	• situation is stalemated or deadlocked • any solution would be better than no solution • shortness of time does not allow for continued problem solving • you want to preserve the relationship
COLLABORATING	• equally high concern for issue and relationship • characterized as being assertive and cooperative • working with others to find solutions that satisfy the needs of everyone	• outcome has major implications for future of group, organization, etc. • time and energy is available to do the problem solving • everyone is committed to the outcome

January 5, 2005

Hello Everyone:

I had hoped to have an "orientation" meeting for all board members before the January 10 meeting; however, several people could not make it. So we will see how this first meeting goes with a new board and president and then decide if we need an orientation or if "baptism by fire" works for all of us new people. To those of you have are seasoned board members: your support is needed and appreciated.

Please consider the following items before our first board meeting of 2005:

Review the Covenants, Standards & Bylaws

All board members have received a binder containing copies of the Covenants, Standards, Bylaws, and Master Plan. New members will want to read the Covenants, Standards and Bylaws before the January meeting; ongoing board members may want to refresh their memories by reviewing these same documents before the next meeting.

It might be potentially beneficial to our meetings if each board member brings his/her document binder to every meeting. This could give us a greater capacity to vote on issues based on how the issues pertain to the Covenants, Standards and Bylaws. Also, a great deal of time could be saved in our meetings if *prior* to the meeting, we reference these documents (if necessary) while reviewing the various project applications, complaints, etc., that we will ultimately review and vote on at the meeting. For example, if we have a question or concern when reviewing a complaint, we can write down our personal notes regarding that question or concern, including specific references to the Covenants that might apply, and bring those notes to the meeting. Lets make it our goal this year to get "caught up" and move quickly but thoroughly through all issues so we can concentrate on unfinished but important matters that the GLA is responsible to handle.

January 10, 2005 Meeting Agenda

In our first meeting, we will make the 2005 budget the priority for new business. We will discuss establishing a time line for completing the budget. It is suggested that all board members review the previous 2004 financial statement handed out at the Annual Meeting. Please come to the meeting with any concerns, suggestions or remedies.

I would like to suggest the following as priority items for the January agenda. If you have any items you would like to add to the agenda, please email them to Denise and copy to me, indicating the priority of each item. On Monday, we will add these items to the agenda and announce them at the beginning of the meeting.

- Unchaired Committees
- Preparation of the 2005 Budget
- Zeman/Lot 33 Complaint (see enclosed)
- Lannes/Johnson Complaint (see enclosed)

At the meeting we will review the agenda and outstanding complaint letters, new project applications and updates and finalize dates for 2005 Board Meetings. We might consider a time keeper and have a three minute limit of discussion for whoever has the floor. This should keep discussion to a minimum and shorten the length of our meetings.

As per the By-Laws, Article VI, Paragraph P, "Meeting Agenda" - after the new business items are completed, we can have an "open floor comment period" before adjournment. This will be a good time to express concerns or new ideas that can be added to meeting minutes for inclusion on the agenda for the next meeting.

GLA Meeting Norms

Ronda facilitates workshops on how to conduct effective meetings, so I asked her to pull together some notes that may help us run the GLA Board meetings. She incorporated "Things to Consider" prepared by David, some items I felt important, as well as her knowledge of what makes a meeting more effective. Please review this list of norms before the January meeting. I would like the Board to vote on whether or not we want to adopt the norms as official guidelines for running future meetings.

Thanks,
James Kozlik

P.S. Enclosures (see list of enclosures on "Notice of Meeting" form) for your review before Jan. 10 meeting.

Rhonda wants to put in newsletter

GLA Board of Directors

Committees Proposal

CURRENT

Committee Membership – Chaired by the Board with the day-to-day operations performed predominantly by Board Members

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - Ronda Alexander – NG Chair
  - Alyssa Angelis Allen – SG Chair
  - Christopher MacDonald - Volunteer
- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - Open – NG Chair
  - Joanna Snyder – SG Chair
- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)
- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin

PROPOSED

Committee Membership – Chaired by Board Members with day-to-day operations performed in conjunction with volunteers from the Glastonbury Community

- **Architectural** – reviews project applications; presentations recommendations to Board for approval, approval w/conditions or disapproval
  - NG/SG Chair – Alyssa Angelis Allen
  - **Christopher MacDonald – NG Volunteer
  - Open – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer
- **Road & Weed** - determines when grading, snow plowing & weed spraying are done; presents recommendations for additional work to Board for approval
  - NG/SG Chair – Joanna Snyder
  - Open – NG Volunteer
  - Open – NG Volunteer
  - *James Trisdale (JT) – SG Volunteer
  - Open – NG Volunteer
- **Complaint** – receives and presents complaints to board, and responds to complaints ad directed by the Board
  - Ronda Alexander – Chair
  - Cynthia Blocker – Member (Board)
  - Joanna Snyder – Member (Board)
  - Alyssa Angelis Allen – Member (Board)
  - *Penelope Price – Member (Ombudsman)
  - *Jeanne Campbell – Member (Ombudsman)
- **Master Plan** – oversees and develops for presentation to Board for direction; submits to landowners for approval
  - Laura Boise
  - Orlando Johnson
  - Charlotte Mizzi
  - David Tonkin
  - Open – NG Volunteer
  - Open – SG Volunteer

* To Be Confirmed ** Confirmed

CURRENT

- **Recreation** – oversees and helps guide the PVRC committee and reports back to the Board
  - Laura Boise
  - Edwin Johnson
  - Janet Naclerio
  - Edward Anderson (alternate)

- **Web Page** – oversees the development of the web page
  - Edward Anderson – Chair

- **Clean-Up** – promotes cleanup of North and south Glastonbury in general and clean-up of shelter sites
  - Chair – Open

- **Database** - keeps database updated with new owners, addresses and property subdivisions; all authorized users input to system
  - Cynthia Blocker – Authorized User
  - Rudy Parker – Authorized User
  - Pamela May – Volunteer

PROPOSED

- **Recreation** – oversees and helps guide the PVRC committee and reports back to the Board
  - Laura Boise
  - Edwin Johnson
  - Janet Naclerio
  - Edward Anderson (alternate)
  - Open – NG Volunteer
  - Open – SG Volunteer

- **Web Page** – oversees the development of the web page
  - Edward Anderson – Chair

- **Clean-Up** – promotes cleanup of Glastonbury Community and clean-up of shelter sites
  - Chair – Open
  - Open – NG Volunteer
  - Open – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

- **Database** - keeps database updated with new owners, addresses and property subdivisions; only people affiliated with the Board because of confidential landowner data
  - Cynthia Blocker – Member (Board)
  - Rudy Parker – Member (Board)
  - *Denise Orr – Member (Admin. Secretary)

- **Welcome** – produces and mails welcome letter and newsletter to new landowners; delivers a welcome package to landowner (welcome package could be a coupon to the Peak, Chico, etc.)
  - Ronda Alexander – Chair
  - **Danalee Howe – NG Volunteer
  - **Barbara Dowbenko – NG Volunteer
  - Open – SG Volunteer
  - Open – SG Volunteer

* To Be Confirmed ** Confirmed

2005-02-05_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 7, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 6:58 p.m., at Golden Ratio Woodworks. Denise gave the opening prayer.

PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Allysa Angelis Allen, Edward Anderson, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, Joanna Snyder, David Tonkin

ABSENT: All present.

PROXIES:

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Pouwell Gelderloos (Landowner/PVRC Committee)

2. **Reading and Disposition of the Minutes**

Reading and Disposition of the Minutes

- November 1, 2004 Minutes. **Tabled.**
- January 10, 2005 Minutes. **Tabled.**
- January 17, 2005 Minutes. **Tabled.**

The Board agreed to postpone the review/approval of the above meeting minutes to the next meeting. They also discussed the option of combining the January 10th and 17th meeting minutes into one document.

MOTION: Janet motioned and Joanna seconded that the review of the meeting minutes should be done privately before the next meeting.

Discussion.

AMENDMENT: David motioned and Joanna seconded to have Denise combine the January 10th and 17th meeting minutes and send to the Board for review prior to the March Board meeting. **Amendment carried. Motion carried.**

3 **General Business**

3.1 Old Business

ACTION ITEM – Status of election of chair position to the Master Plan Committee. **Tabled.**

ACTION ITEM – *[Denise]* Status of list of all motions. **Tabled.**

ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order. **Tabled.**

ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes. **Tabled.**

3.2 New Business

[Ronda] Proposal concerning Board e-mail communication. **Tabled.**

Resignation of Cynthia Blocker, Treasurer: James announced that Cynthia will be relocating to a new home outside of Glastonbury and has submitted her resignation effective after the March meeting. The Board expressed their gratitude for Cynthia's service.

File: MtgMins 02 07 05.doc
Draft(s); 02 10 05; 02 20 05; 03 07 05-**FINAL**
Approved: 03 07 05

Policy Reminder re: Submitting Document Originals to Administrative Secretary: Ronda reviewed that any document submitted to a GLA Board member must be submitted to the administrative secretary in a timely manner. The administrative secretary will make copies for Board use and place the original in the GLA file. Misplacement or loss of documents has occurred when this policy has not been followed.

Procedure Reminder re: Committee Related Issues: James clarified that when a committee-related issue is submitted to the GLA Board or a Board member, the first step to take is to transfer the issue to the appropriate committee for review and discussion. The committee should then submit it to the entire Board for approval along with a recommendation of action to be taken. The committee is not authorized to make final decisions or to take actions on an issue without the approval of the entire Board.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Blocker, Treasurer

Cynthia passed out "January 2005 Bank Transactions-Prepared February 1, 2005", "Balance Sheet Standard As of February 7, 2005" and "Income and Expense, January 1 through February 7, 2005."

4.1.1 Old Business. None.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: Allysa Angelis, Chair; Laura Boise

4.2.1 Old Business

ACTION ITEM – *[Alyssa]* Review revised proposal for Architectural fee schedule. **Tabled.**
ACTION ITEM – [*Alyssa]* Status of Paul Rantallo cargo units. **Tabled.**
ACTION ITEM – *[Alyssa/David]* E. Johnston's gate related letters. (Including most recent letter, dated. 1/29/05). **Tabled.**

4.2.1 New Business

Status of Lot 33 Subdivision Application from Pouwel Gelderloos, et al. **Tabled.**

4.3 Road & Weed Committee Report: Joanna Snyder, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank. **Tabled.**

4.3.1 New Business

Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). **Tabled.**

File: MtgMins 02 07 05.doc
Draft(s): 02 10 05; 02 20 05; 03 07 05-**FINAL**
Approved: 03 07 05

Road improvement report
Based on newly assigned committee work concerning the PVRC (refer to below discussion) the Board gave David an unspecified extension of the timeline for the road improvement research that was originally scheduled to be presented at the April meeting with the 2005 budget review.

4.4 Complaint Committee Report: Ronda Alexander, Chair

4.4.1 Old Business

ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich. **Tabled.**
ACTION ITEM – *[David]* Status of removing rock pile above culvert. **Tabled.**
ACTION ITEM – *[Ronda]* Review Draft of GLA's response to Lannes' complaint. **Tabled.**
ACTION ITEM – *[Ronda]* Meet with Kathleen Rakela re: the handling of the complaint concerning statues. **Tabled.**
ACTION ITEM – *[Ronda]* Present an update for the complaint procedure proposal. **Tabled.**
ACTION ITEM – *[David]* Status report on attorney letter to Hansard. **Tabled.**

4.4.2 New Business

Revisit Dog Issue from March 2004 GLA Board Meeting. **Tabled.**
Everett Johnston letter, dated 11/10/04, re: issues included in his 10/1/04 letter. **Tabled.**
Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG). **Tabled.**

4.5 Land Use Master Plan Committee: Laura Boise, Charlotte Mizzi, Orlando Johnson, David Tonkin.

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report. **Tabled.**

4.5.2 New Business. None.

4.6 Recreation Committee (Paradise Valley Recreation Committee): Janet Naclerio (Chair), Laura Boise, Edwin Johnson, and Edward Anderson (alternate)

[Janet] Status report on PVRC activities. See "New Business" below.

4.6.1 Old Business

ACTION ITEM – *[Janet]* Obtain articles of incorporation. **Tabled.**
ACTION ITEM – *[David]* Status report of fact-finding committee re: issues included in Robert Wallace letter, dated 10/31/04. **Tabled.**
ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements. **Tabled.**

4.6.2 New Business

PVRC Checking Account:
Janet reported that on February 4th, she learned that the PVRC checking account was frozen under Cynthia's direction to the Bank of the Rockies.. Janet expressed her concerns regarding this action and the actions leading to it; Cynthia reported her reasons for taking this step, including a recommendation from the bank. The Board and Pouwel Gelderloos discussed this issue in lengthy detail. The Board expressed their appreciation for all of the efforts, work and financial commitment provided by Pouwel and the other individuals who have created the soccer field, etc. It was concluded that improvements in effective communication and interaction between the GLA and the PVRC was needed as well as clarification of the legal parameters between the GLA and PVRC.

Organization of the PVRC
MOTION: David motioned and Cynthia seconded to create two phases for the organization of the PVRC. Phase 1: A committee will compile what the GLA's legal parameters should be in relationship to the PVRC and how the relationship of the GLA with the PVRC can be organized while abiding by the original park dedication agreement. Phase 2: Discussion with and input from the PVRC concerning the parameters formulated in Phase 1. When Phases 1 & 2 are completed, a recommendation will be presented to the Board to be voted on for approval. at the March meeting. **Motion carried.**
Discussion.
MOTION: David motioned and Charlotte seconded to formulate a committee comprised of Edward, Charlotte, Orlando and David to work on Phase 1 of the above motion. **Motion carried.**
Discussion.
MOTION: Janet motioned and Laura seconded to formulate a committee comprised of Janet, Laura, Edward, Charlotte, Orlando and David to work on Phase 2 of the above motion. **Motion carried.**
Discussion. The Board agreed that additional people can be added to the above committees if necessary.

Unfreezing the PVRC checking account. The Board discussed.
MOTION: Edwin motioned and Joanna seconded to unfreeze the PVRC checking account #1301365.
Discussion.
AMENDMENT: Charlotte motioned and David seconded to add the following condition to the unfreezing of the account: condition based on the prior conversation at this meeting, dated 2/7/05, regarding the discussion with representatives of the PVRC that no further actions will be taken with regards to the legal formation of the PVRC.
Amendment Failed. (5 in favor, 6 opposed.)
Motion carried. (8 in favor, 2 opposed, 1 abstention)

File: MtgMins 02 07 05.doc
Draft(s), 02 10 05; 02 20 05; 03 07 05-**FINAL**
Approved: 03 07 05

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business. None.

4.7.2 New Business. None.

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG)

4.8.1 Old Business. None.

4.8.2 New Business. None.

5. Other Business.

5.1 Old Business

Shelter Insurance.

ACTION ITEM – *[Orlando]* List of points to consider regarding shelter insurance. **Tabled.**

Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. **Tabled.**

5.2 New Business. None.

6. Open Forum

7. Next Meeting and Adjournment

The meeting was adjourned at 11:10 p.m. with no further business. The next meeting will be held on March 7, 2005 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

MN020705 Denise to combine January 10th & 17th meeting minutes and send to Board for review before March meeting. **Done.**

REC020705 Denise to draft memo, including meeting minute excerpts, from Cynthia to Bank re: directive to release freeze on PVRC checking account. Deliver to Bank. **Done.**

REC020705 Phase 1 Committee to meet.

REC020705 Phase 2 Committee to meet after Phase I determines parameters to be presented.

REC020705 Phase 1 & Phase 2 Committees to prepare proposal for Board review at March meeting.

File: MtgMins 02 07 05.doc
Draft(s); 02 10 05; 02 20 05; 03 07 05-**FINAL**
Approved: 03 07 05

2005-02-05_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
February 7, 2005

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   November 1, 2004 Minutes
   January 10, 2005
   January 17, 2005

3. **General Business**
   3.1 New Business
   [Ronda] Proposal concerning Board e-mail communication
   3.2 Old Business
   ACTION ITEM – Status of election of chair position to the Master Plan Committee
   ACTION ITEM – *[Denise]* Status of list of all motions
   ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order
   ACTION ITEM – *[Denise]* Status of Nov. 13, 2004 Annual Meeting Minutes

4. **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1 Old Business
   4.1.2 New Business

   4.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise
   4.2.1 Old Business
   ACTION ITEM – *[Alyssa]* Review revised proposal for Architectural fee schedule.
   ACTION ITEM – [*Alyssa]* Status of Paul Rantallo cargo units
   ACTION ITEM – *[Alyssa/David]* E. Johnston's gate related letters. (includes most recent letter, dated. 1/29/05)
   4.2.2 New Business
   Status of Lot 33 Subdivision Application from Pouwel Gelderloos et al.

   4.3 Road & Weed Committee Report
   4.3.1 Old Business
   ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank.
   4.3.2 New Business
   Peter Snow letter, dated 1/10/05, re: Safety Issues on Carpicorn/Gemini (NG)

   4.4 Complaint Committee Report – Ronda Alexander (Chair)
   4.4.1 Old Business
   ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
   ACTION ITEM – *[David]* Status of removing rock pile above culvert
   ACTION ITEM – *[Ronda]* Review Draft of GLA's response to Lannes' complaint.
   ACTION ITEM – *[Ronda]* Meet with Kathleen Rakela re: the handling of the complaint concerning statues.
   ACTION ITEM – *[Ronda]* Present an update for the complaint procedure proposal
   ACTION ITEM – *[David]* Status report on attorney letter to Hansard.

   4.4.2 New Business
   Revisit Dog Issue from March 2004 GLA Board Meeting.
   Everett Johnston letter, dated 11/10/04, re: issues included in his 10/1/04 letter.

Complaint: E. Schieffelin: re: Excessive Vehicles on 38-A (NG)

4.5 Land Use Master Plan Committee Report – Laura Boise, Orlando Johnson, Charlotte Mizzi, and David Tonkin

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate)

[Janet] Status report on PVRC activities

4.6.1 Old Business

ACTION ITEM – *[Janet]* Obtain articles of incorporation

ACTION ITEM – *[David]* Status report of fact finding committee re: issues included in Robert Wallace letter, dated 10/31/04

ACTION ITEM – *[David]* Status of P. Gelderloos' request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

4.7.2 New Business

4.8 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

5. Other Business

5.1 Shelter Insurance

ACTION ITEM – *[Orlando]* List of points to consider regarding shelter insurance

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Open Floor Comment Period

7. Next Meeting (March 7) and Adjournment

(Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of same meeting).

rec'd 2/7/05

02/07/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of February 7, 2005

	Feb 7, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	28,378.41
1st National Bank Savings	7,749.36
Total Checking/Savings	36,127.77
Accounts Receivable	
Accounts Receivable	113,763.73
Total Accounts Receivable	113,763.73
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	149,318.00
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**149,319.00**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	62,339.36
Net Income	75,251.92
Total Equity	-78,011.70
TOTAL LIABILITIES & EQUITY	**149,319.00**

2/7/05

February 7, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January 1 through February 7, 2005

	Jan 1 - Feb 7, '05
Income	
A. General Income	
4. Sanitation Bond Account	250.00
7. Application Fees	50.00
Total A. General Income	300.00
B. Assessments	
07. Dwelling Assessment 2003	26.00
08. Dwelling Assessment 2004	188.00
09.Golden Age Village Assess	6,027.00
14. Land Assessment 2002	20.00
15. Land Assessment 2003	306.20
16. Land Assessment 2004	1,448.29
17. Dwelling Assessment 2005	9,397.89
18. Land Assessment 2005	17,970.79
Total B. Assessments	35,384.17
C. Late Fees/Finance Charges	
1. Finance Charges	137.90
2. Five Percent Penalty	12.05
Total C. Late Fees/Finance Charges	149.95
Total Income	35,834.12
Expense	
A. Business Expenses	
3. Licenses	36.00
7. Taxes	69.94
Total A. Business Expenses	105.94
B. Office Expense	
2. Postage	100.00
3. Office Supplies	230.18
Total B. Office Expense	330.18
C. Professional Fees	
1. Accountant	105.00
2. Bookkeeper	450.00
3. Legal Council	
3.1 PVRC	288.75
Total 3. Legal Council	288.75
7. Web Site	9.95
Total C. Professional Fees	853.70
D. Road Repairs & Maintenance	
3. Road Grading	3,971.50
4. Snow Removal	
4.1. Snow Plowing	1,886.03
4.2. Sanding	446.53
4.4 Materials, sand	351.00

	Jan 1 - Feb 7, '05
Total 4. Snow Removal	2,683.56
Total D. Road Repairs & Maintenance	6,655.06
F. Misc. Projects	
1. Snow Plow/Sander Truck	765.00
4. Recreation Area	50.20
Total F. Misc. Projects	815.20
H. Discount	426.91
Total Expense	9,186.99
Net Income	**26,647.13**

GLA 01827

Rec'd 2/7/05

Draft/Not Sent

Glastonbury Landowners Association, Inc.

February 2, 2005

Bank of the Rockies
307 Story Road
Emigrant, Mt. 59027
406-333-9009

Dear Cindy,

RE: PVRC AKA Recreation Center checking account # 1301365

This checking account was opened by Jim Phipps the previous Glastonbury Treasurer to begin an account for donations to this project.

The GLA assigned a subcommittee to formulate proposals for the development of this recreation land.

The subcommittee was not given independent authority to act. They were only to report monthly on the progress of their ideas. However, there is evidence that they are overstepping their charter and are using this checking account and collecting and/or disbursing GLA funds they have no authority to spend.

As treasurer of the GLA I am obligated to monitor all financial activities of the GLA and call any irregularities or unauthorized activity to the attention of the Board of Directors of the GLA. In line with this responsibility, and the absense of the President of the GLA, I request that you freeze the PVRC checking account until notified by the President of the GLA, Mr. James Kozlik and myself, as to what action the Board of Directors of the GLA will persue.

Thank you for your attention to this matter.

Cynthia Blocker
GLA Treasurer

copy

February 8, 2005

Craig Lannes
P. O. Box 254
Emigrant, MT 59027

Re: Lannes (Lot 53-B) vs. Johnson (Lot 54-A) Complaint

Dear Craig:

The GLA Board understands that Edwin Johnson will remove the easement between Tract 54 and Lot 53-B from the Certificate of Survey plat map, will move the driveway to tract 54-C onto parcel 54 and obtain a permit from Park County for the location of where the new driveway enters Dry Creek Road and adhere to the GLA Covenants in developing Lot 54.

We will await the outcome of these actions to make a determination as to whether or not there is any reason the GLA Board of Directors should be involved in your complaint against Edwin Johnson. I will keep you informed and updated on the progress of this action.

Sincerely,

Ronda Alexander
Vice President
Complaint Committee Chairperson

rec'd 2/7/05

STATE OF MONTANA

ARTICLES *of* INCORPORATION
for DOMESTIC NONPROFIT CORPORATION
(35-2-213, MCA)

MAIL: **BOB BROWN**
Secretary of State
P.O. Box 202801
Helena, MT 59620-2801
PHONE: (406)444-3665
FAX: (406)444-3976
WEB SITE: *sos.state.mt.us*

Prepare, sign, submit with an original signature and filing fee.
This is the minimum information required.

(This space for use by the Secretary of State only)

Filing Fee: $20.00
☐ **Priority Filing Add $20.00**

Executed by the undersigned person for the purpose of forming a Montana nonprofit corporation.

1. The name of the Nonprofit Corporation is: Paradise Valley Recreation Center

2. The name and address of the registered office/agent in Montana:
Name: Powel Belde-loos
Street Address: #20 Venus way Emigrant MT 59027.
Mailing Address: PO Box 120.
City: Emigrant MONTANA, Zip Code: MT 59027
Signature of Agent **(Required)**:

3. The name and address of the incorporator is as follows:
Name: Powel Belde-loos
Address: PO Box 120.
City: Emigrant State: MT Zip Code: 59027.

4. The Nonprofit Corporation ☒ **WILL** have members ☐ **WILL NOT** have members.

5. This Nonprofit Corporation is a (check one):
☒ **Public Benefit Corporation**
☐ **Mutual Benefit Corporation**
☐ **Religious Corporation**

6. Upon dissolution, the assets shall be distributed in the following manner:
No assets will be distributed upon dissolution, but all assets will be put under dominion of our local Landowners association.

Signature of Incorporator Date 10-18-04.

- **All information provided, including names and addresses of officers and directors, will be made available on the Secretary of State's web site or upon request.**
- **There are important legal and accounting implications with respect to this corporation action. Suitable legal and accounting advice should be secured before submission. The Secretary of State's office encourages that such advice be sought prior to filling out forms to be sure that you understand the terms and procedures.**

STATE OF MONTANA

335179

Prepare, sign, submit with an original signature and filing fee.
This is the minimum information required.

(This space for use by the Secretary of State only)

Filing Fee: $20.00

☐ Priority Filing Fee Add $20.00

APPLICATION *for* REGISTRATION
or RENEWAL *of* ASSUMED BUSINESS NAME
(30-13-203) and (30-13-206) MCA

MAIL: **BOB BROWN**
Secretary of State
P.O. Box 202801
Helena, MT 59620-2801
PHONE: (406)444-3665
FAX: (406)444-3976
WEB SITE: *sos.state.mt.us*

PLEASE CHECK ONE BOX:
☐Registration of ABN (30-13-203, MCA) $20.00
☐Renewal of ABN (30-13-207, MCA) $20.00

1. The Assumed Business Name is: Paradise Valley Recreation Center

NOTE: An applicant for an assumed business name may not use a business name identifier that incorrectly states the type of entity that it is or incorrectly implies that it is a type of entity other than the type of entity that it is.

2. The description of the business transacted under the Assumed Business Name: provide recreation facilities for youth and all things otherwise permitted under the laws in Paradise Valley.

3. The date the applicant first used the assumed business name (Mo\Day\Yr): 08-15-03

4. The applicant is (check one and complete where appropriate):
☐A Corporation
☐A Limited Liability Company
☒Association (Attach the names and addresses of members) nonprofit
☐An Individual
☐Limited Liability Partnership (Attach the names and addresses of partners)
☐A Partnership (Attach the names and addresses of the partners or write below) _____

5. The name and address of the applicant are as follows:
Name: Paradise Valley Recreation Center
Address: P.O. Box 120
Zip Code: Emigrant, MT 59027

I, HEREBY SWEAR AND AFFIRM, under penalty of law, that the facts contained in this Application are true.

Signature of Applicant: Samuel Calde-Lou Date: 8-8

RECEIVED
2003 AUG 26 AM 8:18
BUREAU OF BUSINESS AND GOVERNMENT REGULATION
HELENA, MONTANA

NOTE: There are important legal and accounting procedures and implications with respect to this corporate action. Suitable legal and accounting advice should be secured before submission. The Secretary of State's office encourages that such advice be sought prior to filling out forms to be sure that you understand the terms and procedures.

GLA 01831

rec'd 2/7/05

PARKLAND DEDICATION AGREEMENT

Park County, Church Universal and Triumphant, Inc., and Glastonbury Landowners Association, Inc.
Parcel No. 16A of Certificate of Survey No. 1729

This Agreement, signed this _____ day of May, 2002, between Park County, Church Universal and Triumphant, Inc., a Montana nonprofit corporation, of 1 East Gate Road, Gardiner, Montana 59030 (hereafter "Church"), and the Glastonbury Landowners Association, Inc., a Montana nonprofit corporation, Post Office Box 1686, Emigrant, Montana 59027 (hereafter "GLA").

WHEREAS, the Church intends to transfer by warranty deed to the GLA the ownership of Parcel No. 16A, of Certificate of Survey 1729 on file and of record in Park County, Montana; and

WHEREAS, transfer of this parcel is expressly for the purpose of providing land for the community recreation and sports activities within the Community of Glastonbury; and

WHEREAS, this parcel will be used for soccer fields, baseball fields, playground and other recreational and sports activities designated by the GLA for the benefit of the residents of Glastonbury and the surrounding Emigrant area; and

WHEREAS, the property adjoining Parcel No. 16A, on Certificate of Survey No. 1729, on file and of record in Park County, Montana is delineated as "Reserved Land" and designated as the North Glastonbury Village Center by the Glastonbury Land Use Master Plan (presently in draft form); and

WHEREAS, prior to development of this "Reserved Land" the development plans may be subject to review and approval as a major subdivision by Park County;

THEREFORE, the parties agree as follows:

Park County will accept Parcel No. 16A as satisfying 20.261 acres toward the dedication of parkland as required by the Park County Subdivision Regulations in effect at the time of the proposed development of said "Reserved Land" or any portion thereof and may be submitted for review and approval as a major subdivision development provided the following conditions are met:

1. Parcel No. 16A is transferred from the Church to the GLA free and clear by warranty deed, subject to the following normal encumbrances:

   a. General taxes and assessments for the period after the date hereof.
   b. Covenants, conditions, restrictions, servitudes, limitations, terms, provisions, liens, charges, regulations, reservations and burdens of record or in existence on the date hereof, including, but not limited to, those contained within the Restated Declaration of Covenants for the Community of Glastonbury, recorded on September 30, 1997 in Roll 124, Pages 548-653, at the Office of the Park County Clerk and Recorder, Livingston, Montana, together with any and all amendments, additions and extensions thereto and assignments thereof (the "Restated Declaration of Covenants").
   c. Easements and rights-of-way of record or in existence on the date hereof, including, but not limited to, those contained within or shown on the Restated Declaration of Covenants and on Certificates of Survey Nos. 615-A, 883, 1173, 1729 and the Golden Age Village at Glastonbury North mobile home park Plat 715, Certificate of Survey 1529, on file and of record in the Office of the Park County Clerk and Recorder, Livingston, Montana.
   d. The Grantor's reservation of all oil, gas, coal, hydrocarbons, minerals, mineral rights, geothermal water and energy, surface water and water rights, as is contained in the Restated Declaration of Covenants and which are hereby expressly excepted and reserved, together with other mineral and royalty reservations or conveyances of record.

e. All building, use, zoning, sanitary, subdivision and environmental regulations and restrictions of government agencies.

f. Reservations and exceptions in federal patents and state deeds, if any.

2. The GLA develops Parcel No. 16A solely for community recreation and sports activities.

3. The GLA continues to maintain improvements constructed upon this parcel in a condition useful to the community, and constructs additional facilities as such needs may arise within the community and money is raised to fund said construction.

This Agreement shall be governed by the laws of the State of Montana and the regulations of Park County.

This Agreement shall not be changed as to content without the approval of the Park County governing body.

In recognition of their acceptance of the Agreement, the parties set their hands the day and date first written above.

Park County Commissioners

Ed Schilling, Chairman

Dan B. Gutebier, Member

Attest for Content

Tara DePuy, County Attorney

Ed Carrell, Member

Church Universal and Triumphant, Inc.

By: Kathleen A. Gordon
Kathleen A. Gordon, President

ATTEST:
Therese C. Baures
Therese C. Baures, Assistant Secretary

STATE OF MONTANA)
:ss
COUNTY OF PARK)

On this 3rd day of May, in the year 2001, before me, a Notary Public for the State of Montana, personally appeared KATHLEEN A. GORDON, known to me to be the President of the corporation that executed the within instrument and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Barbara C. Hopkins
Notary Public for the State of Montana
Residing at Gardiner, Montana
My commission expires on 1-10-2004

rcd 2/7/05

Glastonbury Landowners Association, Inc.

By: _____
David Tonkin, President

ATTEST
_____
Philip Hoag, Secretary

STATE OF MONTANA)
:ss
COUNTY OF PARK)

On this 24 day of May, in the year 2001, before me, a Notary Public for the State of Montana, personally appeared DAVID TONKIN, known to me to be the President of the corporation that executed the within instrument and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

_____
Notary Public for the State of Montana
Residing at Cardwell Montana
My commission expires on 1-10-2004

BARBARA C. HOPKINS NOTARIAL SEAL STATE OF MONTANA

STATE OF MONTANA)
:ss
COUNTY OF PARK)

Filed for record this _____ day of _____, A.D., _____, at _____ o'clock _____ M.

Recorded in Roll _____, Pages _____. Document No. _____

_____ By: _____
County Clerk and Recorder Deputy

Recording Fee: $_____ Return to: _____

rec'd 2/7/05

AGREEMENT

THIS AGREEMENT, entered into on the _____ day of May, 2002, between PARK COUNTY, by and through its duly elected County Commissioners, CHURCH UNIVERSAL AND TRIUMPHANT, INC., and GLASTONBURY LANDOWNERS ASSOCIATION, INC;

RECITALS:

1. The parties entered into a Parkland Dedication Agreement dated July 11, 2001, which Agreement was recorded on the 12th day of July 2001, in Roll 161, Pages 1-3, records of Park County, Montana.

2. Pursuant to said Parkland Dedication Agreement, Parcel No. 21 of Certificate of Survey No. 615 was transferred to Glastonbury Landowners Association, Inc., and reserved for community recreation and sports activities.

3. Glastonbury Landowners Association, Inc. desires to transfer Parcel No. 21 of Certificate of Survey No. 615 back to Church Universal and Triumphant, Inc. in exchange for Parcel No. 16A, Certificate of Survey No. 1729.

4. The parties desire to withdraw Parcel No. 21, Certificate of Survey No. 615, from the restrictions imposed by the Parkland Dedication Agreement and substitute Parcel No. 16A, Certificate of Survey No. 1729 in its place.

5. The parties desire to withdraw Parcel No. 21, Certificate of Survey No. 615, from the restrictions imposed by the Restated Declaration of Covenants for the Community of Glastonbury, recorded in Roll 124, Pages 548-653.

NOW THEREFORE, IT IS AGREED, as follows:

6. The Parkland Dedication Agreement dated the 11th day of July,, 2001, recorded in Roll 161, Pages 1-3, is hereby amended to delete Parcel 21, Certificate of Survey No. 615, and to substitute therefore Parcel 16A, Certificate of Survey No. 1729, which parcel shall hereafter be subject to the provisions of the Parkland Dedication Agreement.

7. Parcel No. 21 of Certificate of Survey No. 615, is hereby withdrawn from the Restated Declaration of Covenants for the Community of Glastonbury, dated September 26, 1997, recorded in Roll 124, Pages 548-653, and the said parcel is no longer subject to the restrictions imposed by said Covenants.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, the day and year first above written.

PARK COUNTY

By: _____
Ed Schilling, County Commissioner

By: _____
Dan B. Gutebier, County Commissioner

By: _____
Ed Carrell, County Commissioner

CHURCH UNIVERSAL AND TRIUMPHANT, INC.

By: Kathleen A. Gordon Pres.
Kathleen A. Gordon, President

ATTEST:
By: Therese C. Baures
Therese C. Baures, Assistant Secretary

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

By: _____
David Tonkin, President

ATTEST:
By: _____
Philip Hoag, Secretary

STATE OF MONTANA)
: ss.
COUNTY OF PARK)

THIS INSTRUMENT was acknowledged before me on this _____day of May 2002, by ED SCHILLING, DAN B. GUTEBIER and ED CARRELL, Park County Commissioners, on behalf of Park County.

_____
Notary Public for the State of Montana
Residing at
My commission expires _____

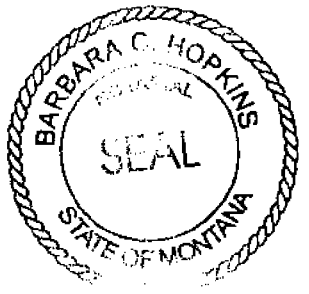
rcvd 2/7/05

THIS INSTRUMENT was acknowledged before me on this 3rd day of May 2002, by KATHLEEN A. GORDON and THERESE C. BAURES, as President and Assistant Secretary, respectively, of Church Universal and Triumphant, Inc.

Barbara C. Hopkins
Notary Public for the State of Montana
Residing at Gardiner, MT
My commission expires 1-10-2004

STATE OF MONTANA)
:ss.
COUNTY OF PARK)

THIS INSTRUMENT was acknowledged before me on this 24 day of May 2002, by DAVID TONKIN and PHILIP HOAG, respectively, as President and Secretary of Glastonbury Landowners Association, Inc.



Barbara C. Hopkins
Notary Public for the State of Montana
Residing at Gardiner, MT
My commission expires 1-10-2004

STATE OF MONTANA)
: ss.
COUNTY OF PARK)

Filed for record this _____ day of _____, A.D., at _____ o'clock: _____M.
Recorded in Roll _____, Page _____.

_____ By _____
County Clerk & Recorder Deputy

Fee Paid _____ Return to: _____

recd 2/7/05

The Summit Lighthouse® and Church Universal and Triumphant®

OFFICE OF THE PRESIDENT

August 7, 2001

Glastonbury Landowners Association
c/o The Treasurer
P. O. Box 312
Emigrant, MT 59027

Dear friends of the Glastonbury Landowners Association,

It is with much joy that we present to you this donation in the amount of $2,000 for recreational facilities for the children and youth in your community. We thank each one who has continued to care for and support them.

We also send our gratitude for your continued support of our Beloved Messenger, and for your service to this mission of the Great White Brotherhood, on this day, the 43rd Anniversary of The Summit Lighthouse. God bless you abundantly.

With warmest regards,

Kenneth E. Frazier Neroli Duffy Kate Gordon

Kenneth E. Frazier Neroli Duffy Kate Gordon
Presidents of The Summit Lighthouse and Church Universal and Triumphant

:jmm

encl.: check #110155, $2,000.00

P.O. Box 5000, Corwin Springs, Montana 59030-5000
Phone: 406-848-9200 Fax: 406-848-9544

rec'd 4/7/05

Church Universal and Triumphant®

BUSINESS OFFICE

March 8, 2002

Dear Residents of Golden Age Village, North Glastonbury and South Glastonbury:

We hope all of you are doing well this winter! We are all looking forward to the first signs of spring, but only after we have enough snow and moisture to break the three-year drought. Thank you all for your prayers and support in this dynamic group action.

Many exciting things are happening in our organization and Church now. You may have heard about some proposed changes with regard to the North Glastonbury reserve land. The Church Board of Directors seeks your comments and input on the proposed changes which are discussed in this letter.

During the month of February, members of the boards of Thomas More School, the North Glastonbury Teaching Center, the Glastonbury Landowners Association (GLA), representatives of Golden Age Village and the Church met to discuss the preliminary request of Thomas More School to purchase a parcel of the North Glastonbury reserve land for building a permanent school building.

At the meetings the board members of Thomas More School shared their vision and dreams for the future of the school and a high school academy. It was very exciting! The enclosed map shows the parcel that the school would like to purchase. It is the "circle" parcel of land created by the boundary of the roads to the east of Golden Age Village. The discussion is in its preliminary stages. More information will be coming to you as the discussions unfold.

If you have any comments, pro or con, on the subject, please use the attached comment page and return it to the Church's Business Office.

As our deliberations unfolded, the location of the dedicated parkland deeded to the Glastonbury Landowners Association came under discussion. On the enclosed map you will see the current location of the dedicated parkland and the proposed change that is being considered. The participants of this meeting considered the possibility of future development of a community center and church building on the Teaching Center land. With the possibility of building a school facility on the land just south of the Teaching Center land, the question arose as to whether the residents would prefer to have the dedicated parkland closer to both of these facilities.

P.O. BOX 5000, GARDINER, MONTANA 59030-5000
PHONE: 406-848-9200 • FAX: 406-848-9508

The proposal for changing the GLA dedicated parkland parcel is now being considered by the Church Board. The new dedicated parkland parcel would be at the north east corner of Aries and Sirius Drive, as shown on the map. The participants in the meeting considered several ideas regarding this proposed swap. One is that the new parcel (parcel 16B) is better suited for recreation because it is a flatter parcel for playing fields. This would mean less need to move earth and change the natural lay of the land. The proposed parcel would be closer to possible future school, church and community buildings for easier access by children and adults. In a sense it seems to provide for the potential of a nice central hub of activity for the community. One final feature is that there would be a green/park area in the center of the church, school and reserve land. Many towns have been built around this concept with a "village green" in the center of the town. With this change we would have 20 acres of parkland at the center of any future village center.

The Church Board members would like to hear from you on the proposal to change the location of the dedicated parkland. And, if you have any comments about the proposal of the Thomas More School to purchase a parcel from the Church, we would like to hear those also.

Your thoughts and input are valued. In order to facilitate receiving your comments, there will be a two-week comment period from now until Friday, March 22, 2002. You may submit your comments by writing them on the attached form and mailing or faxing them to the Business Office of the Church. The address and fax number are on the form.

There will also be a "drop-in" hour at the North Glastonbury Teaching Center on Saturday, March 16th, from 2:00 to 3:00 p.m. Representatives of the Church and the GLA will be present to answer any questions you might have about the proposal to move the dedicated parkland. You may also bring your comment sheets to us at that time.

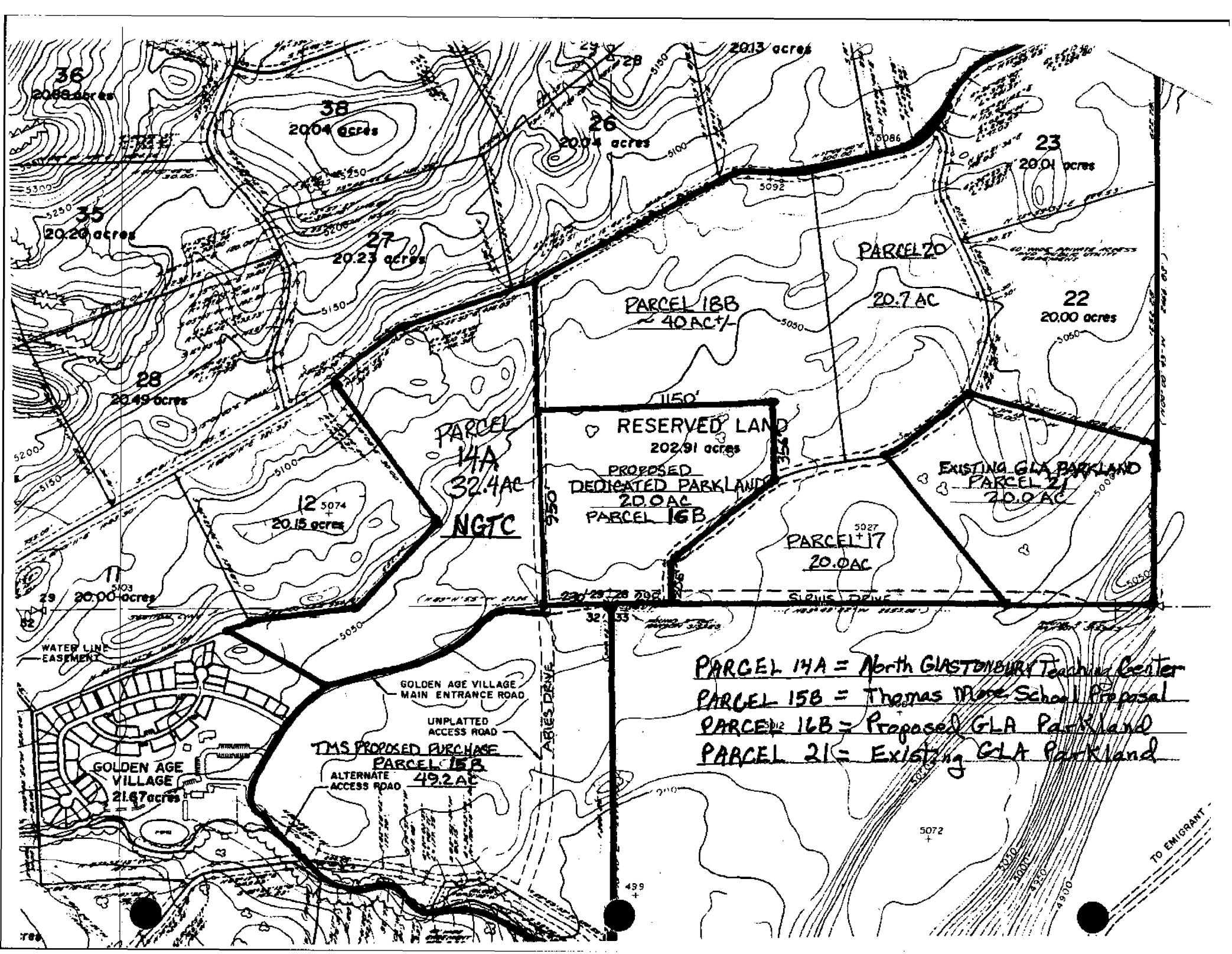
Thank you so much for all that you do for the communities of North and South Glastonbury. You have held the flame for Saint Germain and El Morya for all of these years. Your constancy is surely appreciated by the heavenly hosts. We at the South Ranch know your prayers and support help hold the balance for all of us as we move forward and navigate our way through the end of one age and the beginning of a new one.

We wish each of you God Victory on your path individually and as a community.

Sincerely,

Judith A. Filbert
Business Manager

Enclosure


36
20.00 acres
38
20.04 acres
26
20.04 acres
20.13 acres
23
20.01 acres
35
20.20 acres
27
20.23 acres
PARCEL 20
20.7 AC
22
20.00 acres
PARCEL 18B
~40 AC+/-
28
20.49 acres
1150'
RESERVED LAND
202.91 acres
PROPOSED
DEDICATED PARKLAND
20.0 AC
PARCEL 16B
PARCEL 14A
32.4 AC
NGTC
EXISTING GLA PARKLAND
PARCEL 21
20.0 AC
12
20.15 acres
PARCEL 17
20.0 AC
11
20.00 acres
SIRIUS DRIVE
WATER LINE EASEMENT
GOLDEN AGE VILLAGE MAIN ENTRANCE ROAD
UNPLATTED ACCESS ROAD
TMS PROPOSED PURCHASE
PARCEL 15B
49.2 AC
ALTERNATE ACCESS ROAD
ARIES DRIVE
GOLDEN AGE VILLAGE
21.67 acres
TO EMIGRANT
PARCEL 14A = North Glastonbury Teaching Center
PARCEL 15B = Thomas Moore School Proposal
PARCEL 16B = Proposed GLA Parkland
PARCEL 21 = Existing GLA Parkland

GLA 01841

rec'd 2/7/05

3/7/02

COMMENT FORM FOR NORTH GLASTONBURY RESERVE LAND PROPOSED CHANGES

Please write your comments below and mail or fax to the Business office of Church headquarters. Use the back side if needed.

Mail to: Business Office – CUT
Box 5000
Gardiner, MT 59030

Fax to: (406) 848-9508

There will be a "drop-in hour" at the North Glastonbury Teaching Center on Saturday, March 16th, 2:00 to 3:00 p.m. Representatives from the Church and the GLA will be present to answer questions.

COMMENTS:

1) On Proposed swap of recreation parcels from current Parcel 21 to proposed Parcel 16B. (See Map)

2) Comments on preliminary proposal of Thomas More School to purchase land from the Church for a permanent building site. (Parcel 15B - See Map)

2005-03-07_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 7, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 6:55 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, David Tonkin

ABSENT: Joanna Snyder

PROXIES: Joanna to Ronda

ALSO ATTENDING: Denise Orr (GLA administrative secretary) and Kathleen Rakela (Landowner).

a. Protocol:

James Kozlik and Ronda referenced "Flowchart for Committee Chairpersons to present agenda items to the GLA Board."(attached) and a 10 page document entitled "Survival Tips on Robert's Rules of Order." (attached) which were sent to Board members prior to the meeting. They reviewed the following items from these documents concerning Board meetings and agendas.

- Committee Flow Chart (see attached)
- BOD (Board of Director) Discussions – stay focused on observing and hearing the facts
- By Unanimous Consent. (Page 7 of "Survival Tips on Robert's Rules of Order"). Jim proposed that unanimous consent may be adequate for most Board decisions and save time during meetings. The Board discussed that it may not necessarily be obligated to make as many formal motions as it has been done in the past. David suggested that GLA needs to further research this practice from a legal standpoint..
- Agenda items must be received 15 days prior to meeting to be on agenda; after that bring agenda items to meeting
- Agenda final once distributed
- Further discussion/future agenda items during Open Floor Comment Period (#6 on Agenda)

2. **Reading and Disposition of the Minutes.**

a. November 1, 2004. Denise will again send copies to Board members who were present at that meeting and ask them to vote on final approval prior to the next meeting.

b. January 10 & 17th, 2005

MOTION: Edwin motioned and Ronda seconded to approve the combined January 10 & 17th meeting minutes as amended. **Motion carried.** (1 abstention from Charlotte, who wasn't present at these meetings.)

c. February 7, 2005 Meeting Minutes

MOTION: David motioned and Ronda seconded to approve the February 7, 2005 meeting minutes as amended. **Motion carried.**

3 **General Business**

3.1 Old Business

a. Elect chairperson for Master Plan Committee. Charlotte reported that she was elected as chairperson at their 2/14/05 committee meeting.

b. Status list of all motions. Denise reported these are in process and that she will be speaking to Rudy concerning how they might be placed on our database for Board access.

File: MtgMins 03 07 05
Draft: 03 24 05; 04 04 05-FINAL
Approved: 04 04 05

c. **Status of Robert's Rules of Order**. Handout. Ronda and James Kozlik sent this document entitled "Survival Tips on Robert's Rules of Order" to all Board members prior to the meeting. (see attached) She requested that the Board send her their comments concerning what rules they would like to see followed so that she can compile a list of meeting norms.

d. **Status of Nov. 13, 2004 Annual Meeting Minutes.** Denise reported these were in process and will be distributed at April 4, 2005 meeting.

3.2 New Business. None

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer. .
Note: March 7 was officially the last day of Cynthia's term as Treasurer.
Cynthia distributed the following (attached): "Balance Sheet Standard as of March 6, 2005; :"Income & Expenses, January 1 through March 6, 2005"; "The GLA deposit history for 2003, 2004 and part of 2005"; "February 2005 Bank Transactions-Prepared Mar 05 2005" and "Average Income over last three Years" (Deposits 2000-2002). She announced that GLA has collected 80% of this year's income.

4.1.1 Old Business

a. Clarification of PVRC Bank Account: James reported that the Bank informed him that when Jim Phipps originally set up this account it was a separate association account and the Bank didn't require GLA approval. The current signers on this account are Janet Naclerio, Pouwell Gelderloos and Patricia Braveheart. The Board agreed to further review this matter when Phase 1 Committee submits a report.

b. Cynthia Resigning/Replacement/Transition: Ronda reported that she reviewed the duties of Treasurer with Joanna Snyder and Joanna stated she would be willing to take on this role with the Denise's assistance in processing liens and handling database input. Joanna will step down from her position as Chair of the Roads & Weeds Committee.
MOTION: Ronda motioned and Charlotte seconded to approve Joanna Snyder to fill the role of GLA Treasurer which has been vacated by Cynthia Blocker. **Motion carried.**

c. Replacement of Cynthia Blocker's Board Vacancy & Joanna Snyder's Chair Vacancy on the Road and Weed Committee: Board discussed various options for filling these vacancies. Ronda reported that she and James Kozlik spoke to James Trisdale (a former GLA Board member and former Co-Chair of the Road & Weed Committee) who stated he would be interested in filling these positions.
MOTION: Ronda motioned and Edwin seconded to ask James Trisdale if he would replace Cynthia Blocker as an outgoing Board member and Joanna Snyder as the outgoing Chair for the Road & Weed Committee.
Discussion: Orlando proposed that the Board may be obligated to the landowners to advertise for these vacancies. The Board discussed the fact that it had the authority to approve a new Board member in these circumstances and that the time and expense of advertising would not be practical.
Motion carried. (One abstention)

File: MtgMins 03 07 05
Draft: 03 24 05; 04 04 05-FINAL
Approved: 04 04 05

4.1.2 New Business.

a. **Set-up New Bank Account for GLA Recreation Committee.** The Board confirmed that Phase 1 & 2 Committees will make their recommendations before action is taken concerning a new account.

b. **2005 Budget** – James & Ronda
James & Ronda asked Committee Chairs to refer to the 2004 budget (temporarily approved for 2005) and to make their recommendations to James and Ronda by March 19, 2005. Committee chairs need to consider the following costs in their budget recommendations:

- Architectural Committee: Architectural fee schedule
- Road & Weed Committee: Proper equipment for knocking down weeds; cost study for Truck/Plow for NG
- Recreation Committee: budget for future needs
- Master Plan: budget for future needs
- Complaint Committee: budget for future needs
- Website Committee: budget for future needs
- Welcome Committee: budget for future needs

Lien on Parcel 48 (NG) Kenneth Green: Cynthia reviewed that this parcel went through foreclosure and the county has divided it into three (3) lots. This division was not brought to the GLA Board for approval. The mortgage company took back the property and did a quick-claim deed to Blue View Corporation (San Diego) for two of the lots. Ansara Ali owns the third lot. The Board discussed handling this situation and reviewed that Park County doesn't honor a lien if it is not in the name of the owner.
MOTION: David motioned and Charlotte seconded to release Ken Green's lien on Parcel 48 (NG) and place a lien on all three tracts of 48 (NG), namely the two lots owned by Blue View Corporation and the one lot owned by Ansara Ali. **Motion carried.**
The Board further agreed that GLA will only send the letters informing each owner of the lien; it will not send the usual warning notification letters.

4.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise

4.2.1 Old Business. Tabled.

a. Review revised proposal for Architectural Fee Schedule – (include with budget process)
b. Status of Paul Rantallo cargo units
c. Johnston's gate related letters

4.2.2 New Business

a. Dennis & Wendy Riley, Lot 38-1B (SG)/Application for preliminary approval of home w/garage. Alyssa reported that she visited the site with Rich Spallone, the contractor, and reviewed the application with him.
MOTION: Alyssa motioned and David seconded to approve Dennis & Wendy Riley's application for a home w/garage on Lot 38-1B (SG) with the conditions that: (1) the necessary septic permit is obtained prior to septic system construction; (2) the necessary electrical permit is obtained prior to starting electrical work; (3) the disturbed land be reseeded after construction; and (4) the $250 sanitation bond is received by the GLA. **Motion carried.**

b. Philip & Carol Hanifan, Lot 61 (SG)/ Application for preliminary approval of residential construction. Alyssa reported that she met with David and Rich Spallone, contractor, at the site. Although portions of the driveway may not completely meet GLA road standards, they felt that the construction was the best that could be done on a steep driveway. **MOTION:** Alyssa motioned and Cynthia seconded to approve Philip & Carol Hanifan's application for preliminary approval of residential construction on Lot 61 (SG) with the conditions that: (1) the necessary septic permit is obtained prior to septic system construction; (2) the necessary electrical permit is obtained prior starting electrical work; and (3) the disturbed land be reseeded after construction. **Motion carried.**

4.3 Road & Weed Committee Report, Joanna Snyder (Chair)

4.3.1 Old Business. Tabled.

a. Install guard posts around High South fire fighting water tank
b. Status of removing rock pile above culvert Rantallo
c. Road Maintenance/Improvement Report – include in budget process
d. Status: hiring/insurance Richard Mead

4.3.2 New Business.

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). Tabled.
b. Cost study for Truck/Plow for NG – include in budget process. Tabled.
c. Proper equipment for knocking down weeds – include in budget process. Tabled.

d. **New Chair for Road and Weed Committee, Joanna Snyder (Chair).**
Joanna withdrew from her chair position on the Road and Weed Committee to fill the Treasurer position. (See details above, page 2 under "Report of Officers & Committees," Old Business, 4.1.1., c)
MOTION: Ronda motioned and Edwin seconded to ask James Trisdale to replace Cynthia Blocker as an outgoing Board member and Joanna Snyder as the outgoing Chair for the Road & Weed Committee. **Discussion:** Orlando proposed that the Board may be obligated to the landowners to advertise for these vacancies. Board discussed the fact that it had the authority to approve a new Board member in these circumstances and that the time and expense of advertising would not be practical.
Motion carried. (One abstention)

David Tonkin stated that he would not officially be a part of the Road & Weed Committee, but that he would be willing to assist James Trisdale when needed.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Cynthia Blocker and Joanna Snyder.

4.4.1 Old Business

a. **Update on Craig Lannes' complaint re: Lot 54-A (SG).** Ronda reported that she sent a letter to Craig and that this complaint is officially closed. (see attached letter)

b. **Update on Roger Zeman's complaint re: Lot 33 (NG).** Ronda reported that the Mansaws have stated they are pulling together a plan with other Lot 33 (NG) landowners to determine how they might correct the encroachments on Zeman's property. Board discussed and agreed to send Zeman a letter stating that the GLA has not yet found any records regarding the issues involved in his

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complaint and it believes that we need to do further research. Jim will draft the letter and send to Denise to mail to Roger. Copy of letter should be sent to owners of Lot 33 (NG).

c. **Status report on attorney letter to Hansard.** David reported that he sent to Ronda a draft of a letter to be sent (or already sent?) to our attorney, cc'd to Brettschnieder (complainant).

d. **Revisit dog issue from March 2004 GLA Meeting.** The Board agreed to permanently table.

e. **Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.** Tabled. Ronda will discuss with David and Alyssa.

f. **E. Schieffelin complaint re: excessive vehicles on 38-A (NG).** Ronda reported that she spoke to Eleanor and that Eleanor is satisfied to know that we are in the process of revising our complaint procedures and that this will affect how we ultimately handle her complaint.

g. **Status of parcel 32 (NG)/Kathleen Ullrich clean-up.** David reported that he visited Kathleen's property two weeks ago and that perhaps 50% of the agreed upon clean-up was completed. Cars still need to be removed. Most of her items on Edward Anderson's property are removed. The shed Kathleen built is not in accordance with the plans that GLA approved and the GLA needs to send a notice of disapproval. Buried drums under Kathleen's house will eventually settle and destroy the back of her house; this is a cause for serious concern. David reviewed that Kathleen signed a clean-up plan agreement that stated she agreed to allow the GLA to remove her debris if she did not do so by December 31, 2004. Her agreement also included the tearing down of the second story of her house if she did not correct the safety hazards, etc., by the end of March 2005. David stated that he was withdrawing from handling this situation and would meet with Ronda to transfer the responsibility to her. Edward agreed to work with Ronda to initiate a community clean-up of Kathleen's property.

h. **Meet with Kathleen Rakela re: the handling of the complaint concerning her statues -get clarification from the Board. Tabled.**

4.4.2 New Business

a. **Proposal: Complaint Procedure.** Ronda reported that she has had a meeting with Board members and the Ombudsman and will be presenting a proposal in the future.

b. **New e-mail letter from Kathleen Rakela, dated 2/28/05, requesting the GLA to release the statue petition *with signatures*.** Last month, the GLA released the statue petition *without* the names to Kathleen based on our attorney's approval. Ronda reviewed with Kathleen that our attorney had previously advised the GLA not to release the petition *with the names*. Rakela expressed that she and her family have been burdened during the last couple of years by what she believes the petition signers have perceived about her family and stated that she wanted the names so that she could personally contact the individuals to clear up any misunderstanding. She also stated that the "artwork" that she "put up" on her property "was a protest because of breach of contract." (no further details explained) The Board discussed this matter with Kathleen. Denise suggested that perhaps the Board may want to maintain the confidentiality of the signers by

forwarding a letter from Kathleen to the signers.
MOTION: Ronda motioned and Charlotte seconded to contact our attorney requesting his opinion about releasing the statue petition with names to Kathleen Rakela or if he would suggest another alternative. Motion carried.

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin
4.5.1 Old Business
Chairperson Elected. The Committee met on 2/14/05 and elected Charlotte as Chair.

4.5.2 New Business. Charlotte reported that the Committee is preparing a proposal to the Board concerning a mailing to landowners to clarify issues with area residents concerning density options 1 and 2 of the Draft Master Plan. The Committee will discuss additional issues with the Board.

4.6 Recreation Committee: Janet Naclerio (Chair)., Laura Boise, Edwin Johnson & Edward Anderson (alternate).

4.6.1 Old Business. Tabled.
a. Status report on PVRC activities.
b. Status of P. Gelderloos' request for bank statements

4.6.2 New Business. No report.

4.7 Web Site Committee: Edward Anderson (Chair). Tabled.
4.7.1 Old Business
4.7.2 New Business

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). No report.

5. Other Business
5.1 Shelter Insurance *[Orlando]*. Tabled.
5.1.1. Old Business.
a. List of points to consider regarding shelter insurance

5.1.2 New Business. .

5. 2 Including Parcels in GLA. Tabled.
5.2.1 Old Business,
a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury

5.2.2 New Business.

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6. Open Floor Comment Period.

a. Agenda items for future meetings (l. and m. below were added)
b. What worked/what didn't; suggestions to improve meeting (Handouts)
c. Meet needs of landowners/Board when unexpected issues delay Board business
d. Volunteer Confidentiality Agreement and Standards
e. Board email communication
f. Options/Cost for Enforcing Covenants
g. Results of Neighborhood Meetings
h. Reassess 18% Assessment Late Fee
i. Should lien "trigger" include interest and late charges
j. Revise Board Election form to include duties and skills needed
k. Transition Plan for new Board Members
l. Mailing of Meeting Notice – added to this list during meeting
m. Robert's Rules of Order – added to this list during meeting.

7. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held April 4, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

GB030705.1	Denise to facilitate approval of November 1, 2004 meeting minutes by next meeting.
GB030805.2	Denise to work on motions and speak with Rudy concerning placement on our database for Board access.
GB030805.3	Board to review "Survival Tips on Robert's Rules of Order" and send comments to Ronda concerning what rules they would like to see followed as norms.
GB030805.4	Denise to complete Nov. 13, 2004 Annual Meeting Minutes and distribute at April meeting.
TR030705.1	Contact James Trisdale regarding his final confirmation to fill in vacancies on the Board.
TR030705.2	Committee Chairs to send 2005 Budget recommendations to James & Ronda by 3/19/05.
TR030705.3	Cynthia/Denise & Pamela to facilitate release of lien on Parcel 48 (NG) Kenneth Green and to file lien on 3 tracts within Parcel 48 (NG). In process.
AR030705.1	Denise & Alyssa complete/mail preliminary approval form for Dennis & Wendy Riley, Lot 38-1B (SG). **Done.**
AR030705.2	Denise & Alyssa complete/mail preliminary approval form for Philip & Carol Hanifan, Lot 61 (SG).**Done.**

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CP030705.1 James to draft letter to R. Zeman (cc to Lot 33 owners) and send to Denise to mail. **Done.**

CP030705.2 Research Zeman's complaint: Denise to research subdivision application for Lot 33.**Done.** Ronda research?

CP030705.3 Ronda to speak to David and Alyssa regarding E. Johnston issues.

CP030705.4 David to pass K. Ullrich issue to Ronda for handling.

CP030705.5 Edward to assist Ronda in handling K. Ullrich issue.

CP030705.6 Ronda to contact attorney re: K. Rakela's request for statue petition with signatures.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
March 7, 2005

Report Time	Discuss Time			Respon. Party	Due Date
7	0	1.	**Call to Order, Opening Prayer,**		
			a. Protocol	James	3-7-05
			• Committee Flow Chart (Handouts)	James	3-7-05
			• BOD Discussions – stay focused on observing and hearing the facts	James	3-7-05
			• By Unanimous Consent	James	3-7-05
			• Agenda items must be received 15 days prior to meeting to be on agenda; after that bring agenda items to meeting	James	3-7-05
			• Agenda final once distributed	James	3-7-05
			• Further discussion/future agenda items during Open Floor Comment Period (#6)	James	3-7-05
10	0	2.	**Reading and Disposition of Minutes**		
			a. November 1, 2004	Board	3-7-05
			b. January 10, 2005	Board	3-7-05
			c. January 17, 2005	Board	3-7-05
			d. February 7, 2005	Board	3-7-05
		3.	**General Business**		
			3.1 Old Business		
2	0		a. Elect chairperson for Master Plan Committee	Committee	2-14-05
3	0		b. Status list of all motions	Denise	3-7-05
2	0		c. Status of Robert's Rules of Order	Charlotte	3-7-05
			• Handouts	James	3-7-05
2	0		d. Status of Nov. 13, 2004 Annual Meeting Minutes	Denise	3-7-05
			3.2 New Business		
0	0		**a. None**		
		4.	**Report of Officers and Committees**		
			4.1 Treasurer's Report		
			4.1.1 Old Business		
3	0		a. Clarification of PVRC Bank Account	James	3-7-05
3	5		b. Cynthia Resigning/Replacement/Transition	Ronda	3-7-05
			4.1.2 New Business		
1	5		a. Set-up New Bank Account for GLA Recreation Committee	James	3-7-05
5	0		b. 2005 Budget – James & Ronda	James	3-7-05
			• Architectural Committee: Architectural fee schedule	Alyssa	3-19-05
			• Road & Weed Committee: Proper equipment for knocking down weeds; cost study for Truck/Plow for NG	Joanna	3-19-05
			• Recreation Committee: budget for future needs	Janet	3-19-05

Report Time	Discuss Time	4. Report of Officers and Committees (con't)	Respon. Party	Due Date
		4.1 Treasurer's Report (con't)		
		4.1.2 New Business (con't)		
		b. 2005 Budget – James & Ronda (con't)		
		• Master Plan: budget for future needs	Janet	3-19-05
		• Complaint Committee: budget for future needs	Charlotte	3-19-05
		• Website Committee: budget for future needs	Ronda	3-19-05
		• Welcome Committee: budget for future needs	Edward	3-19-05
			Ronda	3-19-05
		4.4 Complaint Committee Report		
		4.4.1 Old Business		
3	0	**a.** Update on Lannes' complaint	Ronda	3-7-05
3	0	**b.** Update on Zeman complaint	Ronda	3-7-05
3	0	**c.** Status report on attorney letter to Hansard	David	3-7-05
1	0	**d.** Revisit dog issue from Mar 2004 GLA Mtg	Cynthia	TBD
2	0	**e.** Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter	Ronda	TBD
1	0	**f.** E. Schieffelin re: excessive vehicles on 38-A (NG)	Ronda	TBD
3	0	**g.** Status of parcel 32 (NG) Ullrich	David	TBD
1	0	**h.** Meet with Kathleen Rakela re: the handling of the complaint concerning statues – get clarification from board	Ronda	TBD
		4.4.2 New Business		
10	5	**a.** Proposal: Complaint Procedure	Ronda	3-7-05
		4.2 Architectural Committee Report		
		4.2.1 Old Business		
0	0	**a.** Review revised proposal for Architectural Fee Schedule – (include with budget process)	Alyssa	3-19-05
3	5	**b.** Status of Paul Rantallo cargo units	Alyssa	3-7-05
3	5	**c.** E. Johnston's gate related letters	Alyssa	3-7-05
		4.2.2 New Business		
5	3	**a.** Dennis Riley Lot 38-1B/SG	Alyssa	3-7-05
5	3	**b.** Phillip & Carol Hanifan Lot 61/SG	Alyssa	3-7-05
		4.3 Road & Weed Committee Report		
		4.3.1 Old Business		
3	0	**a.** Install guard posts around High South fire fighting water tank	David	3-7-05
3	5	**b.** Status of removing rock pile above culvert Rantallo	David	3-7-05
0	0	**c.** Road Maintenance/Improvement Report – include in budget process	David	TBD
2	0	**d.** Status: hiring/insurance Richard Mead	Joanna	3-7-05
		4.3.2 New Business		
3	5	**a.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	Joanna	3-7-05
0	0	**b.** Cost study for Truck/Plow for NG – include in budget process	Joanna	3-19-05

Report Time	Discuss Time		Respon, Party	Due Date
		4. Report of Officers and Committees (con't)		
		4.3 Road & Weed Committee Report (con't)		
		4.3.2 New Business (con't)		
0	0	c. Proper equipment for knocking down weeds – include in budget process	Joanna	3-19-05
		4.5 Master Plan Committee Report		
		4.5.1 Old Business		
2	0	a. Chairperson Elected	Committee	3-7-05
		4.5.2 New Business		
0	0	a. None		
		4.6 Recreation Committee Report		
		4.6.1 Old Business		
5	0	a. Status report on PVRC activities	Janet	3-7-05
3	0	b. Status of P. Gelderloos' request for bank statements	Janet	3-7-05
		4.6.2 New Business		
0	0	a. None		
		4.7 Web Site Committee Report		
		4.7.1 Old Business		
0	0	a. None		
		4.7.2 New Business		
0	0	a. None		
		4.8 Welcome Committee Report		
		4.9.1 Old Business		
0	0	a. None		
		4.9.2 New Business		
0	0	a. None		
		4.9 Ombudsman Report		
		4.9.1 Old Business		
0	0	b. None		
		4.9.2 New Business		
0	0	b. None		
		5. Other Business		
		5.1 Shelter Insurance		
		5.1.1 Old Business		
3	0	a. List of points to consider regarding shelter insurance	Orlando	3-7-05
		5.1.2 New Business		
0	0	c. None		
		5.2 Including Parcels in GLA		
		5.2.1 Old Business		
3	0	a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury	David	3-7-05

Report Time	Discuss Time			Respon. Party	Due Date
		5. Other Business (con't)			
		5.2.2 New Business			
0	0		**a.** None		
		6. Open Floor Comment Period			
2	0		**a.** Agenda items for future meetings	James	3-7-05
2	0		**b.** What worked/what didn't; suggestions to improve meeting (Handouts)	James	3-7-05
5	10		**c.** Meet needs of landowners/Board when unexpected issues delay Board business	Alyssa	3-7-05
3	0		**d.** Volunteer Confidentiality Agreement and Standards	Laura	3-7-05
2	0		**e.** Board email communication	Ronda	TBD
1	0		**f.** Options/Cost for Enforcing Covenants	Ronda	TBD
2	0		**g.** Results of Neighborhood Meetings	Ronda	TBD
1	0		**h.** Reassess 18% Assessment Late Fee	Ronda	TBD
1	0		**i.** Should lien "trigger" include interest and late charges	Ronda	TBD
1	0		**j.** Revise Board Election form to include duties and skills needed	Ronda	TBD
1	0		**k.** Transition Plan for new Board Members	Ronda	TBD
		7. Next Meeting and Adjournment			
0	0		**a.** Next meeting April 4, 2005		
3 hrs	**0 min**	**Allocated Meeting Time**			

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of the same meeting.

Average Income over last three Years					
	Deposit '00	Deposits '01	Deposits '02	Average per Month	
Janurary	$ 1,635.95	$ 4,733.54	$ 1,718.69	$ 2,696.06	
Feburary	$ 10,067.00	$ 8,575.59	$ 2,372.82	$ 7,005.14	
March	$ 12,710.98	$ 10,606.23	$ 18,705.75	$ 14,007.65	
April	$ 8,961.37	$ 9,342.23	$ 13,407.99	$ 10,570.53	
May	$ 4,912.75	$ 5,574.91	$ 3,940.22	$ 4,809.29	
June	$ 717.98	$ 2,849.24	$ 2,031.80	$ 1,866.34	
July	$ 2,142.26	$ 4,527.35	$ 2,788.48	$ 3,152.70	
August	$ 4,450.95	$ 5,445.61	$ 4,799.15	$ 4,898.57	
September	$ 4,761.56	$ 1,503.09	$ 2,122.29	$ 2,795.65	
October	$ 4,035.76	$ 4,970.16	$ 5,343.76	$ 4,783.23	
November	$ 19,932.54	$ 3,905.31	$ 8,071.36	$ 10,636.40	
December	$ 1,841.17	$ 3,652.55	$ 11,663.43	$ 5,719.05	
TOTAL	$ 76,170.27	$ 65,685.81	$ 76,965.74	$ 72,940.61	Average Per Yr

GLA
P.O. Box 312
Emigrant, MT [illegible]

2-3-03

Rec'd 3/7/05 MB

03/06/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of March 6, 2005

	Mar 6, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	19,337.84
1st National Bank Savings	33,773.30
Total Checking/Savings	53,111.14
Accounts Receivable	
Accounts Receivable	96,370.03
Total Accounts Receivable	96,370.03
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	148,907.67
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**148,908.67**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-228,002.19
Retained Earnings	69,749.15
Net Income	68,014.50
Total Equity	-78,422.03
TOTAL LIABILITIES & EQUITY	**148,908.67**

GLA 01858

March 6, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January 1 through March 6, 2005

	Jan 1 - Mar 6, '05
Income	
A. General Income	
1. Church, for Road Paving Loan	567.15
2. Interest Income	23.94
3. Misc. Income	5.00
4. Sanitation Bond Account	750.00
7. Application Fees	125.00
Total A. General Income	1,471.09
B. Assessments	
06. Dwelling Assessment 2002	118.88
07. Dwelling Assessment 2003	273.50
08. Dwelling Assessment 2004	948.00
09.Golden Age Village Assess	6,027.00
10. Land Assessment 1998	120.00
11. Land Assessment 1999	120.00
12. Land Assessment 2000	120.00
13. Land Assessment 2001	120.00
14. Land Assessment 2002	199.44
15. Land Assessment 2003	553.70
16. Land Assessment 2004	2,090.79
17. Dwelling Assessment 2005	15,693.14
18. Land Assessment 2005	27,875.91
Total B. Assessments	54,260.36
C. Late Fees/Finance Charges	
1. Finance Charges	826.91
2. Five Percent Penalty	74.50
Total C. Late Fees/Finance Charges	901.41
Total Income	56,632.86
Expense	
A. Business Expenses	
3. Licenses	36.00
4. Lien Filing	-50.00
7. Taxes	69.94
Total A. Business Expenses	55.94
B. Office Expense	
1. Copying	45.98
2. Postage	100.00
3. Office Supplies	341.97
Total B. Office Expense	487.95
C. Professional Fees	
1. Accountant	105.00
2. Bookkeeper	698.50
3. Legal Council	
3.1 PVRC	268.75

Clare Parker Bookkeeping Services 406-333-4614

	Jan 1 - Mar 6, '05	
Total 3. Legal Council		268.75
4. Secretarial		776.00
5. Professional Fees		
5.1 David Tonkin	309.80	
5.2 Cynthia Blocker	186.00	
5.3 Website Development	229.95	
Total 5. Professional Fees		725.75
7. Web Site		9.95
Total C. Professional Fees		2,603.95
D. Road Repairs & Maintenance		
1. Loan Payment		7,556.32
2. Road Maint.		
2.1 Misc. Maintenence	111.20	
Total 2. Road Maint.		111.20
3. Road Grading		3,971.50
4. Snow Removal		
4.1. Snow Plowing	2,040.10	
4.2. Sanding	446.53	
4.4 Materials, sand	351.00	
Total 4. Snow Removal		2,837.63
Total D. Road Repairs & Maintenance		14,476.65
E. General Expenses		
2. Equipment Repair & Maint.		358.85
Total E. General Expenses		358.85
F. Misc. Projects		
1. Snow Plow/Sander Truck		765.00
4. Recreation Area		75.30
Total F. Misc. Projects		840.30
H. Discount		559.39
Total Expense		19,383.03
Net Income		**37,249.83**

Glastonbury Landowner's Association

Board of Directors Memorandum

February 25, 2005

To: Alyssa Angelis Allen, Edward Anderson, Cynthia Blocker, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, Janet Naclerio, Joanna Snyder, David Tonkin

Please review the enclosed items before our meeting on March 7, 2005:

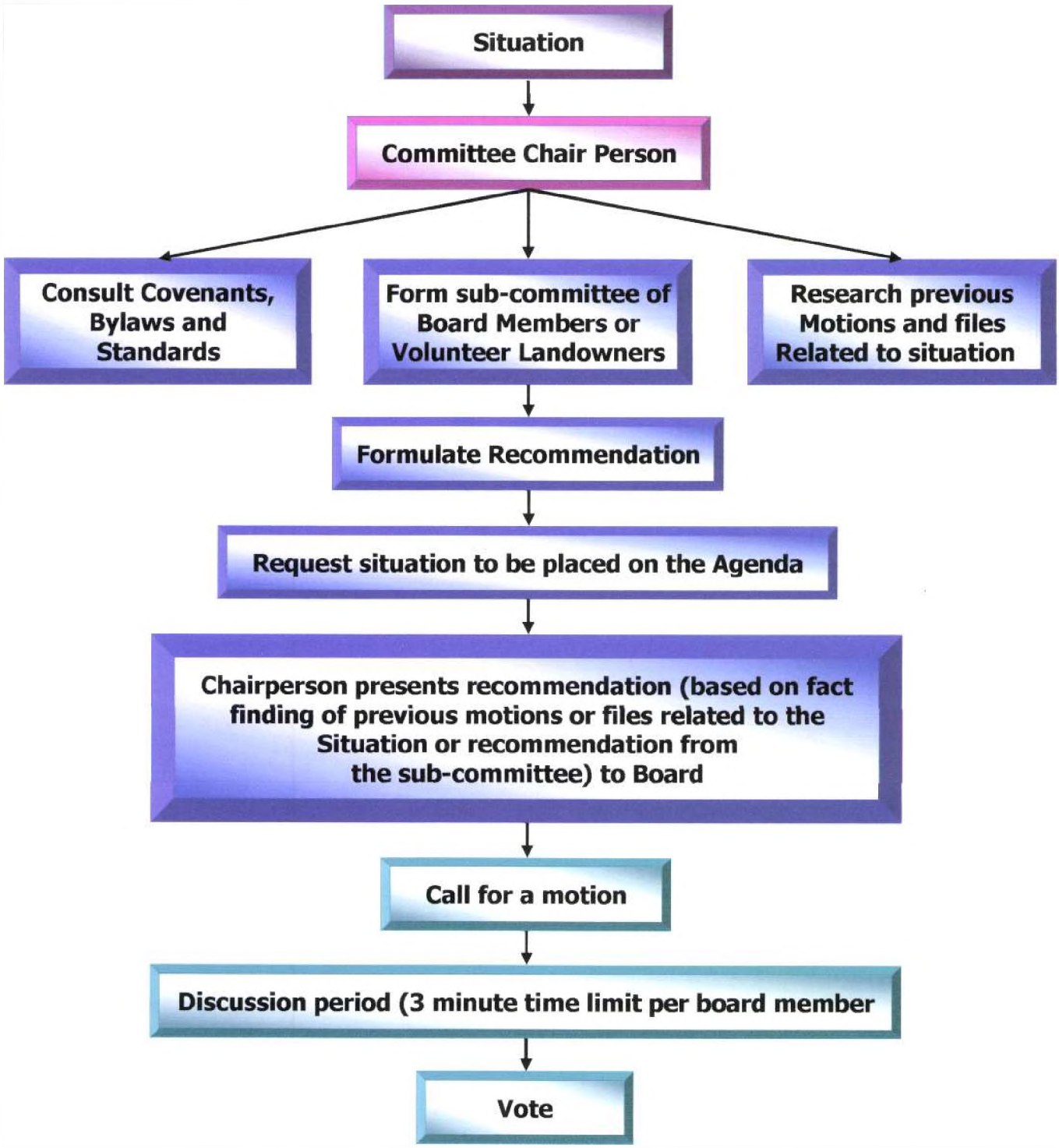
1. **Meeting Agenda**: we revised the agenda to include time frames for reporting and discussion times as well as responsible parties and due dates for each item. Please identify any items with your name on it and be prepared to present within the time frame listed. We realize that all of our time frames may not be realistic, but took our best guess and want to test it out. We're hoping this will help us move through the agenda quicker. Also, all the items listed under the 2005 Budget with a due date of March 19th will be explained at the meeting.
2. **Flowchart for Committee Chairpersons**: Laura suggested that it would be helpful to understand the protocol for bringing issues to the Board. James created this flowchart as an attempt to better understand the chairperson's responsibility in presenting issues to the Board.
3. **Robert's Rules of Order**: we found this information on the Internet and liked the simplicity of the explanations. We would like to use this as the Board's reference tool for using Robert's Rules. Please let us know if this is in alignment with the way the Board had been using Robert's Rules.

Thanks,

James & Ronda

cc: Denise Orr

Flowchart for Committee Chairpersons to present agenda items to the GLA Board.



Advantages of following this procedure:

- Any emotional discussion of situation is off the record and not part of the minutes or Board meeting
- Board meeting discussion is related to facts and limited in time
- Quicker business meetings
- More time to discuss new ideas or problem solve community issues related to recreation, roads, master plan, budget, etc.

The Agenda - Choreography of Rights and Abuses

The more serious an issue is, the more the reason to insist that the issue be included on the agenda, and that the agenda includes explicit starting time for each major section.
The easiest way to defeat an issue is to take so much meeting time so that the issue never comes up. If the agenda specifies times for the major sections, you can always assure that your issue will be addressed before the meeting is adjourned.

An agenda according to Robert's, with a few comments (RONR 10th ed. p.342-351).

I. **Reading and approval of the minutes.**
(Motion to approve is not necessary. The minutes are either approved as read or as corrected, but without a vote.)

II. **Reports of Officers, Boards, Standing Committees.**
(This includes correspondence, treasurer's report, etc. Treasure's report is never adopted or voted upon unless it has been audited.)

III. **Reports of Special Committees.**
(Each report could conclude with a motion which the assembly must address.)

IV. **Special Orders.**
(Any motion which was adopted as a Special Order which guarantees that the motion will be dealt with before the meeting is adjourned.)

V. **Unfinished Business and General Orders.**
(Any issue which was not concluded, was postponed, or was tabled during the prior meeting. The secretary's minutes should inform the chair which items to add to this section. Only a clueless chair would ask the assembly, 'Is there any unfinished business?')

VI. **New Business.**
(This is when the chair and the parliamentarian can be surprised by the sequence of events. It is best to always anticipate issues the membership may present, or else be embarrassed by the complications.
It is at this time that announcements, educational programs, and speakers are introduced.)

VII. **Adjournment.**
(A motion to adjourn may be made at any time of the meeting. The assembly should never be forced to meet longer than it is willing to meet.)

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American Institute of Parliamentarians

Unfinished Business, Yes; Old Business, Never!

"Old Business" means that you are reconsidering matters already disposed of. "Unfinished Business" means that you are continuing with matters which are currently not completed. (RONR 10th ed. p.346)

Before the current agenda is put together, the secretary advises the chair of the matters which were not disposed of from the previous meeting. Also, the parliamentarian advises the chair which issues can be carried forward as "Unfinished Business". Therefore, the chair should never ask the members, "Is there any Unfinished Business." That question can be answered only by the secretary and the parliamentarian.

There are really only a few reasons why a matter may be considered in the "Unfinished Business and General Orders" portion of the **current** meeting's agenda.

Questions left pending at the previous meeting:

I. A question was being discussed and being dealt with when the **previous** meeting adjourned.
II. A question was listed on the **previous** meeting's agenda as part of the unfinished business, but was not reached, when the meeting adjourned.
III. A question had been postponed (made prior General Order) to the **previous** meeting, but was not reached, when the meeting adjourned.

Questions NOT left pending at the previous meeting:

IV. A question was postponed (made current General Order) to the **current** meeting.
V. Though not technically "Unfinished Business", any tabled matter may be taken from the table at this time as well.

Notice:

- Let us suppose that a group meets monthly.
- In March, **an issue is listed as "Unfinished Business"** for the first time.
- In March, the group adjourns without dealing with the issue.
- In April, the issue can be **taken up again as "Unfinished Business".**
- But, if in April the issue is not dealt with, **the issue dies!**
- Of course, in May the issue may be introduced again, but only as "New Business".

So, if you understand what can be considered under "Unfinished Business", you can protect your favorite issue from being ignored. On the other hand, you could manipulate the time of adjournment to defeat the opponent's favorite issue.

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American Institute of Parliamentarians

GLA 01863

SURVIVAL TIPS ON
Robert's Rules of Order

Six Steps to Every Motion!

Every motion requires 6 steps (with some exceptions). The shoulds and shouldn'ts are as follows: (RONR 10th ed.p.31-54)

STEP 1. A member stands up, is recognized, and makes a motion;
Common Mistake: *Members do not stand up, do not wait to be recognized, and typically start to discuss their motion before completing STEP 2, STEP 3, and STEP 4 below!*

STEP 2. Another member seconds the motion;
Common Mistake: *The person seconding the motion dives into the merits of the motion.*

STEP 3. The presiding officer restates the motion to the assembly;
Common Mistake: *Motion is restated differently from the wording of the maker! Beware because the motion that is adopted is the one stated by the presiding officer, not the one stated by the maker of the original motion.*

STEP 4. The members debate the motion;
Common Mistake: *Debate gets out of control in temper, in duration, in relevance! Members talk at each other across the room rather than through the presiding officer.*

STEP 5. Presiding officer asks for the affirmative votes & then the negative votes;
Common Mistake: *The presiding officer states 'All in favor' and fails to tell the members what to do as a matter of voting (for example, 'say aye', 'stand up', 'raise your hand', etc.); or the negative vote is never requested or counted!*

STEP 6. The presiding officer announces the result of the voting; instructs the corresponding officer to take action; and introduces the next item of business.
Common Mistake: *Presiding officer fails to pronounce the result of the voting! No one is instructed to take action. Commonly, dead silence follows because the presiding officer is lost and stares at the assembly*

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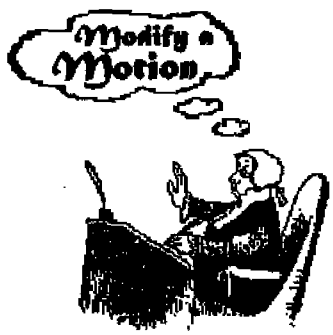
Five Ways to Modify a Motion

Motions are rarely perfect for everyone. Modifications are inevitable.



1. **Between the time that a motion is made and *before the chair states the motion*,** any member may informally offer modifying suggestions to the maker of the motion. The maker may accept or reject that member's recommendations.

2. **After the chair has stated the motion,** the maker of the motion may *request unanimous consent* from the members to modify the motion. Remember that at this time, the motion belongs to the assembly and not the original maker.

3. **By means of the subsidiary motion to *Amend*,** any member may propose changes to the motion, before the motion is voted upon. These proposed changes must be seconded and may be amended and/or debated.

4. **If a motion requires further study,** the members may vote to *Refer the Main Motion to a Committee.* When the committee returns the motion to the assembly, the committee normally **proposes** amendments for the assembly to vote upon.

5. **Sometimes the motion is so complex** that the only way to do it justice is for a member to urge its rejection and offer to propose a simpler version as a *Substitute Motion.* Upon defeat of the complex motion, anyone may propose the *Substitute Motion.*

Once a member learns which motions are out of order, how to make a motion, and how to amend a motion, the member becomes a productive member of the organization. Until then, the member is just another victim of the organization!

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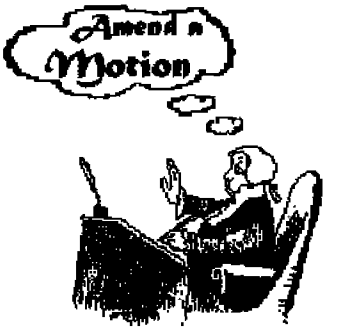
Three Ways to Amend a Motion

As a matter of survival, the most common motion a club member needs to know completely is the *Motion to Amend* a Pending Motion.



The difficult part is remembering that the more urgent motions can not be amended - *Adjourn, Question of Privilege, Orders of the Day, Lay on/Take from the Table, Previous Question, Point of Order, Appeal, Parliamentary Inquiry, Suspend the Rules, and Reconsider.*

During the Debate step of a Pending Motion, one may move to Amend the Pending Motion. All one needs to remember is that there are really **only 3 basic processes of amendments:**

Let's Amend this Sample Motion: "I move that we buy a new sign."

1. **You can Move to Amend by *Inserting* words or paragraphs.**
   I move to Amend by Inserting the phrase "not to exceed $50 dollars" at the end of the motion.
2. **You can Move to Amend by *Striking out* (not deleting) words or paragraphs.**
   I move to Amend by striking out the word "new".
3. **You can Move to Amend by *Striking out and Inserting* words or paragraphs.**
   One can even Amend by *Substituting* (Striking out and Inserting) entire paragraphs or the complete motion.
   I move to Amend by Striking out the word "sign" and Inserting the word "billboard".

You can also Amend the Amendment, before it is voted upon:
But you can only Amend the Inserted or Struck out **words**. You can not Amend a separate part of the Main Motion not covered by the Amendment that is currently being discussed!
After the current Amendment is voted upon, you can Amend the Motion again and Amend this new Amendment.

If you carefully review these 3 basic processes of amendments *(insert, strike out, and strike out/insert)*, you will agree that any other form is not an amendment. Proper usage of these 3 processes will reduce the chances of chaos and confusion that is common during discussion of motions and amendments.

When one understands the means to amend a motion, one will be able to calmly defend oneself from all tyrannical group leaders.

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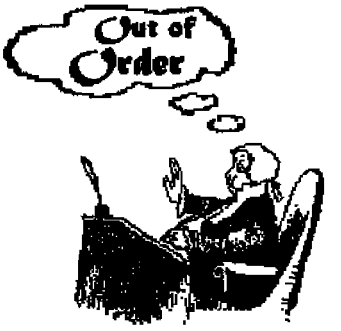
Four Motions that are always Out of Order



A Main Motion reflects the will of the members of the organization! However, the following 4 motions are never in order, even if adopted by a unanimous vote:

1. Motions which **conflict with laws** (federal, state, or local), or with bylaws, constitution, or rules of the organization;

2. Motions which present something **already rejected** during the same session, or conflict with a motion already adopted. (See Robert's sections on *Rescind, Reconsider,* and *Amend Something Already Adopted*);

3. Motions which conflict with or present substantially the **same question** as one which has been temporarily disposed of (meaning, *Postponed, Laid on Table, Referred to Committee,* or *Being Reconsidered*);

4. Motions which propose actions **beyond the scope** of the organization's bylaws. (However, a 2/3 vote may allow this kind of motion).

But, what if the motion is in order, and you still do not agree with all or parts of it? You can always protect your interests by amending the motion!

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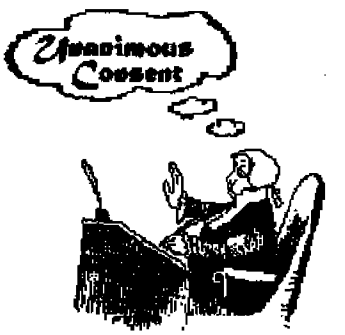
Unanimous Consent

"If there is no objection ...". These are the 5 most helpful words a chairperson will ever find.



In cases where there seems to be no opposition in routine business; or on questions of little importance; and in the presences of a quorum; you can save time by obtaining Unanimous Consent (General Consent) from the assembly. And then in one meeting, you as a chair can accomplish ten times the amount of work.

After all, parliamentary procedure is designed to protect the minority, and generally need not be strictly enforced when there is no minority (opposition) to protect. In these cases, a motion can be adopted without the Six Steps or even the formality of making a motion.

Any meeting can be ten times more productive if the chair will merely state, "If there is no objection, (we will adopt a motion to do such and such)." When no objection is heard, the chair states, "Since there is no objection, ... (such and such a motion is adopted)." If someone objects, the chair cheerfully proceeds with the traditional Six Steps.

Examples of situations which clearly beg for the Unanimous Consent approach are:

1. To correct or approve the minutes. You do not need a time wasteful motion for this.
2. To withdraw an own motion before the vote is taken. The maker may wish to withdraw his own motion; but the motion belongs to the assembly. Only the assembly may allow the withdrawal of a motion.
3. To suspend a rule on a matter clearly not controversial (and as long as no ByLaw is violated).
4. To allow a speaker a few more minutes than the prescribed time.
5. To allow a guest speaker to speak in an order contrary to the approved agenda (or Rules of Order).
6. To divide a complex motion into logical parts for discussion, amendments, and voting purposes.
7. To close polls on a voting process after inquiring if there are any more votes. No motion to close the polls is necessary.
8. To elect a lone nominee by acclamation.

In reality, as long as you have a quorum and do not violate a ByLaw, these 5 powerful words can allow a chair to quickly accomplish just about anything. These 5 words can shorten any meeting which is typically run by an egocentric, self-indulging, power meister.

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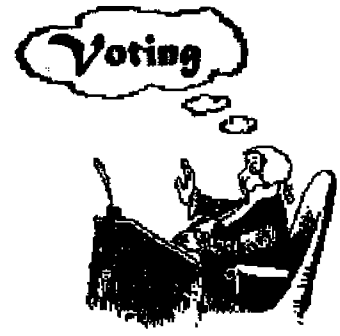
GLA 01868

Counting Votes; Voting Results



Majority:

Does Robert mean
... the Majority of the entire membership?
... the Majority of the members present?
... the Majority of the Votes Cast?
How should you count the blank votes, the illegal votes, the abstentions?

The basic requirement for adoption of a motion by any assembly with a quorum is a **Majority Vote**, *except for certain motions as listed below*. A Majority is 'more than half' of the votes cast by persons legally entitled to vote, excluding blank votes and abstentions. **Majority does not mean 51%.** In a situation with 1000 votes, Majority = 501 votes; but 51% = 510 votes.

Let's see an example:

- The chair instructed the members, at a meeting with a quorum, to vote by writing **'Yes'** or **'No'** on a piece of paper.
- Of the members present, 100 were entitled to vote, but 15 did not cast a ballot. Of the 85 votes cast: 75 were legal; 10 were illegal (the members wrote **'Maybe'**); and 4 were turned in blank (abstained).
- The Majority is any number larger than one half of the total of ...
  (legal votes cast) - (blank votes cast) + (illegal votes cast).
- Of the 85 Votes Cast by members entitled to vote ...
  (75 were valid) - (4 were blank) + (10 were illegal) = 81 Votes Cast.
- One half of 81 Votes Cast is 40 1/2. Majority was 41 votes.

2/3 Vote:

Robert specifies which motion will require <u>at least a 2/3 vote for adoption</u>. Notice that it is not called a 2/3 majority. A 2/3 vote is generally not taken as a voice vote, but rather as a standing count, or some other easily countable fashion. Generally speaking, a 2/3 vote is required for adoption of any motion which ...

1. Suspends or modifies a rule of order already adopted;
2. Prevents the introduction of a question to consideration;
3. Closes, limits, or extends the limits of debate;
4. Closes nominations or the polls;
5. Takes away membership or office.

Counting Votes; Voting Results *(con't)*

Previous Notice:
There is a further requirement. As you can see from the following table, a **Previous Notice** is needed by some motions which require a 2/3 votes to adopt. A Previous Notice is an announcement of the intent to introduce the motion. A Previous Notice is typically given at least one meeting before the meeting when the proposal is to be introduced.

Votes Required to Adopt a Motion by a 2/3 Vote	
A Motion Not involving a By Law, the Constitution, or an issue listed as Special Order on the Agenda:	
With Previous Notice	Majority of votes cast
With NO Previous Notice	2/3 of votes cast; OR Majority of entire membership of the organization
A Motion Involving a By Law, the Constitution, or an issue listed as Special Order on the Agenda:	
With Previous Notice	2/3 of votes cast
With NO Previous Notice	Majority of entire membership of the organization

Study this chart carefully and you will agree that it makes a great deal of sense. It protects your interests.

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GLA 01870

2/3 Vote vs Majority Vote

The basic requirement for approval of an action is a majority vote. However, the following situations require a 2/3 STAND UP vote for approval. Notice that all of these motions rob the individual of his rights. As a compromise between the rights of the individual and the rights of the assembly, a 2/3 vote is necessary:

1. **Modify an Adopted Rule of Order or Agenda:**
   a. *Amend or Rescind the Constitutions, Bylaws, or Agenda;*
   b. *Amend or Rescind Something Already Adopted;*
   c. *Suspend the Orders of the Day;*
   d. *Refuse to Proceed to the Orders of the Day;*
   e. *Take up a Question Out of its Order.*

2. **Prevent the Introduction of a Question for Consideration:**

3. **Modify the Extend of Debate:**
   a. *Limit or Extend Limits of Debate;*
   b. *Call for the Previous Question.*

4. **Close Nominations:**

5. **Repeal an Assignment:**
   a. *Take Away Membership or Office;*
   b. *Discharge a Committee.*

6. **Make a Motion a Special Order:**

The presiding officer should take a rising vote in those motions where a 2/3 vote is required.

You can assure the victory of your ideas, once you are aware of the required amount of vote necessary for adoption of your motion.

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Glastonbury Landowners Association

Board Member Proxy Notification

I, Joanna Snyder

Give my proxy to Ronda Alexander

For the GLA Board of Directors Meeting on March 7, 2005
date

Joanna Snyder
signature

3/7/05
date

2005-04-04_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 4, 2005

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1. **Call to Order, Prayer**
   The meeting was called to order by James Kozlik at 6:45 p.m., at Golden Ratio Woodworks. Orlando gave the opening prayer.
   PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Joanna Snyder (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, David Tonkin and James Trisdale.
   ABSENT: All present.
   PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA Administrative Secretary)

2. **Reading and Disposition of the Minutes General Business**
   a. **March 7, 2005.** The Board started the process of reviewing the minutes.
   MOTION: David motioned and JT seconded to table the review of the March 7, 2005 meeting minutes until the May Board meeting. **Motion carried.**

   b. Update on approval of November 1, 2004 Minutes. Denise reported that current Board members who were present at that meeting will approve the minutes via e-mail prior to the May meeting.

3. **General Business**
   3.1 Old Business
   a. Nov. 13, 2004 Annual Meeting Minutes. Denise distributed the draft of the minutes and the Board agreed to review the minutes at the May meeting. (See "New Action Items" on last page for further information.)

   b. Update on status of list of all motions. Denise reported that Rudy stated he could set up a secure Board use only link that would access the work she has been compiling on meeting motions/information--sorted by committee subjects. He could do this for a fee of approximately $100 plus. He would show Denise how to transfer the information on to the site. The Board confirmed they would like to see this happen, but that the cost will need to be approved when the Budget is reviewed.

   3.2 New Business. None.

4. **Report of Officers and Committees**
   4.1 Treasurer's Report: Joanna Snyder, Treasurer
   Joanna distributed "Balance Sheet as of April 3, 2005" and "Income and Expense Budget Overview January 1 through April 3, 2005."

   4.1.1 Old Business. None.

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4.1.2 New Business

a. Transition from resigned Treasurer to new Treasurer

Joanna reported that she has been working with Rudy, Cynthia, Denise and Ronda to clarify treasurer's procedures and the process is going well.

b. Status of Bookkeeper

Ronda met with Rudy to discuss his request for an hourly fee increase and to review/discuss his work for the GLA. Rudy stated that he was ready to let go of his GLA bookkeeping duties, but that he would be willing to retain maintenance of the database and website. Ronda reported to the Board that she had solid experience with Quick Books (the system Rudy currently has been using) and if the Board was interested, she would be willing to take on the bookkeeping duties for $15/hour. She reviewed that she has begun the process of updating the accounting system and codes, etc., and that this task needs to be completed. The Board discussed this matter.

MOTION: Joanna motioned and Laura seconded to approve hiring Ronda as the new GLA bookkeeper for $15 hour, beginning May 1, 2005. The Board agreed to re-visit the possibility of hiring a replacement bookkeeper for a lesser salary at the point when Ronda has completed updating the accounting system and codes. **Motion carried. (One abstention from Ronda.)**

c. Proposed Operating 2005 Budget

James distributed the "Proposed Budget 2005" which the Board reviewed and corrected. An extensive discussion included various approaches to balancing or reducing the budget. The possibility of establishing a reserve/capital expense fund was also discussed. Ronda confirmed that one of the Board's objectives was to avoid taking out a loan. All agreed that more information would be needed before further review and approval of a new budget could be made.

Preparation for Review of GLA's 2005 Budget

MOTION: Orlando motioned and David seconded that the Board will take the following steps of preparing and documenting budget information and then bring their findings to the May meeting for review:

(1) Board Officers and Committee Chairs should determine: (a) what his/her projected department/committee budget should be in 2005 and specifically what it will cover; (b) What a 15% deduction of that projected budget would be and the specific consequences of that deduction; and; (c) What a 30% deduction of that projected budget would be and the specific consequences of that deduction.

(2) Each Board member should bring in their ideas/proposals concerning ways in which his/her department/committee might increase the GLA's income, and;

(3) David will determine (from the bank) what the cost of a loan would be for the proposed 2005 Road Maintenance budget. Using this loan cost information, he will also determine the loan costs for a 15% and 30% deduction in the proposed road maintenance budget.

(Motion continued on next page)

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The Boards' review of the above budget proposals should include consideration of whether or not it will need to take out a loan to cover the entire 2005 budget. Using the loan cost information acquired by David from the bank, the Board will be able to determine the cost of a loan to cover GLA's entire 2005 Budget and the cost of loans on that same budget reduced by 15% and by 30%. **Motion carried.**

4.2 Architecture Subcommittee Report: Allysa Angelis (Chair); Laura Boise

4.2.1 Old Business

a. **Status of Paul Rantallo's cargo units.** It was confirmed that Paul submitted an incomplete application in regard to the cargo units he has placed on his property. The Board agreed that Denise should write a letter to Rantallo on behalf of the Board that requests that he complete "Form A" and ask him to clarify his plans for the units and whether or not he is considering keeping them permanently. Form A should be enclosed and highlighted in areas that need to be filled out.

b. **Update on R. Zeman vs. Lot 33 (NG).** Ronda reported that the complaint was transferred to the Architectural Committee (Alyssa) to handle. Alyssa summarized the complex history concerning Lot 33 and Zeman's complaint. The Board discussed the issue at length.
MOTION: David motioned and Joanna seconded to send a letter to the owners of Lot 33 (SG) and a copy to Roger Zeman. The letter should state the following: (1) Before the GLA can review a subdivision application for Lot 33, all boundary disputes and encroachments must be resolved and this must be confirmed by the Park County Court; (2) When the later action is completed, a subdivision application must be submitted to the GLA for preliminary review and approval; and (3) The GLA's research has found there is no record of a Lot 33 subdivision within the County Records. **Motion carried.**

The Board agreed that it would not respond to the 2/8/05 letter from David Duke (joint tenant of lot 33) to Ronda and that the new letter (see directly above) would serve as a response.

4.2.2 New Business

a. Parcel 34-A (SG), Rodger & Linda Holmstrom/ House Construction Application
Alyssa reviewed the application with the Board.
MOTION: Alyssa motioned and Edwin seconded to approve Roger & Linda Holmstrom's building application on Parcel 34-A3 (SG) with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; and (2) Disturbed land is reseeded after construction. **Motion carried.**

b. Parcel 42-B (NG), Frank Maglio/ House Construction Application
Alyssa reviewed the application with the Board.
MOTION: Edwin motioned and Charlotte seconded to approve Frank Maglio's house construction on Parcel 42-B (NG) with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to the start of electrical work; and (3) Disturbed land is reseeded after construction. **Motion carried.**

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c. Status of written vote on: Lot 34-A (SG), Rodger Holmstrom/ Subdivision Application
Alyssa confirmed that the Board reviewed this application and voted to approve it on March 16, 2005 with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to the start of electrical work; (3) Disturbed land is reseeded after construction; and (4) The $25 project application fee is received by the GLA. Documentation on the voting information was placed in Holmstrom's file.

d. Status of written vote on Lot 39(SG), David Smith/Subdivision Application
Alyssa confirmed that the Board reviewed this application and on March 22, 2005 voted to approve with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to the start of electrical work; and (3) Disturbed land is reseeded after construction. Documentation on the voting information was placed in Smith's file.

e. William Smith Letter, dated 1/29/05
Smith responded to the 1/21/05 letter from the GLA. Alyssa and David confirmed that the GLA should send a letter of apology to Smith regarding an inaccurate statement in its letter.

4.3 Road & Weed Committee Report: James Trisdale (Chair)

4.3.1 Old Business

a. Johnston's gate related letters
Jim reported that Everett advised of his plans to attend the May Board meeting. Ronda and David will divide the various issues about which Johnston has written to the GLA (past and current) and split them into categories of current and past issues that need to be resolved or have been resolved. This information will be sent to Johnston and Board members prior to the May meeting in order to clarify issues that will be discussed at this meeting.

b. Install guard posts around High South fire fighting water tank
JT and David reported that the posts have been staked out, and that JT will install them when the ground thaws out.

c. Status of removing rock pile above culvert - Rantallo
Rockpile above culvert: Edward reported that Gerald Dubiel advised him of his plans to extend the culvert upstream, move the rock pile and place it around the new culvert. JT agreed to call Gerald and ask what his plans are and when this work will be completed.

Status of uncovering culvert: JT will also call Rantallo and confirm that the GLA did not receive his response to Alyssa's January 21, 2005 letter, and ask which of the two corrective actions in the January 21st letter he plans to take.

d. Road Maintenance/Improvement Report. Tabled.

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Approved: 05 02 05

e. Status: hiring/insurance Richard Mead. Joanna reported that she had talked to Richard about snowplowing and he was not available on the days required.

4.3.2 New Business

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)
Board asked JT to handle. Denise will send a letter to JT for his review.

b. Warning sign on Gemini Rd/Caspari Way East
Ronda requested that the sign be removed based on the affect it is having on people who drive service vehicles and are refusing to travel up the road to her home. The Board discussed having a "Caution: No Guard Rail" sign to replace it. David explained that there is important history that the Board should review before making a decision on the sign. He will e-mail this history to the Board.

4.4 Complaint Committee Report: Ronda Alexander (Chair)

4.4.1 Old Business

a. Status report on attorney letter to Hansard. Ronda reported that if the GLA pursued filing an injunctive relief order on Hansard that it may cost the GLA several thousand dollars. The Board agreed that it will need to re-examine this issue.

b. Status of parcel 32 (NG) Ullrich. Tabled.

c. Update with attorney's response to Rakela full-petition request. Tabled.

d. Everett Johnston 11/10/04 letter; re: issues in his 10/1/04 letter. Tabled.

e. E. Schieffelin; re: excessive vehicles on 38-A (NG). Tabled.

4.4.2 New Business

a. Proposal: Complaint Procedure
Ronda distributed "Complaint Procedure Proposal" which will be discussed at the May meeting.

4.5 Land Use Master Plan Committee: Charlotte Mizzi (Chair), Laura Boise, Orlando Johnson, David Tonkin.

4.5.1 Old Business. None.

4.5.2 New Business. None.

4.6 Recreation Committee: Janet Naclerio (Chair), Laura Boise, Edwin Johnson, and Edward Anderson (alternate)

4.6.1 Old Business

a. Status Report on PVRC activities. (See "New Business" below.)

b. Status of P. Gelderloos' request for bank statements. GLA gave copies of its file statements to the PVRC Board and, in turn, they forwarded copies obtained in their files to GLA via Janet.

c. Status of setting up New Bank Account for GLA Recreation Committee. Jim reported that a new account will be set up to receive funds that the GLA may wish to use for recreational purposes in Glastonbury.

4.6.2 New Business

a. Status report on PVRC Phase I Special Committee results: **Tabled.**

b. Status report on PVRC Phase II Special Committee results. **Tabled.**

c. Status Report on PVRC activities.
Janet reported that the Committee has met but has not taken any mentionable actions because it is waiting to receive new guidelines and parameters from the GLA Board. (The Phase 1 & 2 Special Committees have not yet reported to the GLA Board concerning these guidelines.)

Montana Corporation Papers: Janet reported that the PVRC asked permission to enter the names of PVRC Board members into the Montana Corporation papers that will be submitted to the state. The GLA Board confirmed that it considered the current PVRC Board as an interim Board that will remain valid until Bylaws are established, and, therefore, it would be acceptable to submit the names of the interim Board members on these papers.

Survey: Janet distributed a draft of a survey that the PVRC would like to send to landowners and Paradise Valley residents. The Board discussed this survey and requested Janet to hold off sending the survey until a better clarity of the role played by the Paradise Valley residents in making these decisions was determined. Janet asked the Board to review the survey prior to the next meeting.

Walk-a-Thon Fundraiser: Janet asked the Board if it would approve a Walk-aThon in Glastonbury as a fundraiser for the PVRC. The Board discussed this with Janet and thought the activity would be acceptable. However, she was asked to submit a proposal for the Walk-a-Thon (including date, the route and who would participate, etc.) before giving its final approval.

4.7 Web Site Committee: Edward Anderson (Chair)

4.7.1 Old Business. None.

4.7.2 New Business. None.

4.8 Welcome Committee: Ronda Alexander (Chair)

4.8.1 Old Business. None.

4.8.2 New Business. None.

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4.9 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). **No reports.**

4.9.1 Old Business. None.

4.9.2 New Business. None.

5. Other Business

5.1 Shelter Insurance. Tabled.

5.1.1 Old Business

a. List of points to consider regarding shelter insurance.

5.1.2 New Business. None.

5.2 Including Parcels in GLA. Tabled.

5.2.1 Old Business

a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury

5.2.2 New Business. None.

6. Open Floor Comment Period. Tabled.

a. Meet needs of landowners/Board when unexpected issues delay Board business
b. Volunteer Confidentiality Agreement and Standards
c. Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting
d. Agenda items for future meetings
e. What worked/what didn't; suggestions to improve meeting (Handouts)
f. Results of Neighborhood Meetings
g. Reassess 18% Assessment Late Fee
h. Should lien "trigger" include interest and late charges
i. Revise Board Election form to include duties and skills needed
J, Transition Plan for new Board Members

7. Next Meeting and Adjournment

The meeting was adjourned at 10:10 p.m. with no further business. The next meeting will be held on May 2, 2005 at Golden Ratio Woodworks Cafeteria, at 6:45 p.m.

NEW ACTION ITEMS:

GB040405 *Denise:* E-mail 11/13/ 05 Minutes draft to Board members who gave reports at the meeting. **Done.**

GB040405 *Denise:* Incorporate edits for 11/13/04 Minutes & forward hard copy to Board members in meeting minute/agenda package. **In process.**

GB040405 *David:* E-mail edited 11/1/04 Meeting Minutes to Denise by April 13. **Done.**

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Draft(s): 04 07 05; 04 18 05 -FINAL
Approved: 05 02 05

GB040405	*Denise:* Facilitate approval of 11/1/04 Meeting Minutes prior to May meeting. **In process.**
GB040405	*Current Board Members who attended 11/1/04 Board Meeting:* Review/approve 11/1/04 Meeting Minutes (that Denise sends via e-mail) and send e-mail response to Denise.
TR040405	*Board:* Prepare budget proposals as stated in Motion on page 2 above. See Motion under **"Preparation for Review of GLA's 2005 Budget."**
AR040405	*Denise/Alyssa:* Draft/mail letter to Rantallo re: cargo units. **Done.**
AR040405	*Denise/Alyssa:* Draft/mail letter to owners of Lot 33 and cc to Zeman. **In process.**
AR040405	*Denise/Alyssa:* Draft /mail approval form to Holmstrom; re: home application. **Done.**
AR040405	*Denise/Alyssa:* Draft /mail approval form to F. Maglio; re: home application. **Done.**
AR040405	*Alyssa:* Draft letter to William Smith.
RW040405	*David/Ronda:* Compile resolved/unresolved issues about which E. Johnston has written to the Board. Send information to Everett and e-mail to Board. (See pg. 4)
RW040405	*JT:* Install guard posts around High South fire fighting water tank *when* ground thaws.
RW040405	*JT:* Call Dubiel re: plan for changing culvert and repositioning rock pile on culvert & document.
RW040405	*JT:* Call Rantallo re: uncovering culvert and document.
RW040405	*Denise:* Send P. Smith letter to JT. **Done.**
RW040405	*JT:* Review P. Snow letter.
RW040405	*David:* Send history on warning sign near Caspari Road to the Board via E-mail.
CP040405	*Board:* Review "Proposal: Complaint Procedure" distributed by Ronda at April meeting.
RC040405	*Janet:* Set up new GLA checking account for Recreation Committee.
RC040405	*Board:* Review "Survey" from PVRC distributed by Janet at April meeting.
RC040405	*Janet:* Present Walk-a-Thon proposal to Board when details are finalized.

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Draft(s): 04 07 05; 04 18 05 -FINAL
Approved: 05 02 05

2005-04-04_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
April 4, 2005

Report Time	Discuss Time			Respon. Party	Due Date
3		**1.**	**Call to Order, Opening Prayer,**		
			a. Opening Comments	James	4-4-05
10		**2.**	**Reading and Disposition of Minutes**		
			a. March 7, 2005	Board	4-4-05
			b. Update on approval of November 1, 2004 Minutes	Denise	4-4-05
		3.	**General Business**		
			3.1 Old Business		
2			**a.** Nov. 13, 2004 Annual Meeting Minutes	Denise	4-4-05
1			**b.** Update on status list of all motions	Denise	4-4-05
			3.2 New Business		
			a. None	David	4-4-05
		4.	**Report of Officers and Committees**		
			4.1 Treasurer's Report		
			4.1.1 Old Business		
			a. None		
			4.1.2 New Business		
3			**a.** Transition from resigned Treasurer to new Treasurer	Joanna	4-4-05
3			**b.** Status of Bookkeeper	Ronda	4-4-05
30			**c.** Proposed Operating 2005 Budget	James	4-4-05
			• Proposed Architectural Budget including revised Architectural Fee Schedule	Alyssa	4-4-05
			• Proposed Roads & Weeds Budget including Cost study for Truck/Plow for NG and proper equipment for knocking down weeds	JT	4-4-05
			• Proposed Complaint Budget	Ronda	4-4-05
			• Proposed Master Plan Budget	Charlotte	4-4-05
			• Proposed Recreation Budget	Janet	4-4-05
			• Proposed Website Budget	Edward	4-4-05
			• Proposed Welcome Budget	Ronda	4-4-05
			4.2 Architectural Committee Report		
			4.2.1 Old Business		
3			**a.** Status of Paul Rantallo cargo units	Alyssa	4-4-05
3			**b.** Update on Zeman vs. Lot 33	Alyssa	4-4-05
			4.2.2 New Business		
3			**a.** Parcel 34-A3 Rodger & Linda Holmstrom Building application (house)	Alyssa	4-4-05
3			**b.** Parcel 42-B North Frank Maglio - house construction	Alyssa	4-4-05
3			**c.** Status of written vote on Lot 34-A	Alyssa	4-4-05
3			**d.** Status of written vote on Lot 39SG	Alyssa	4-4-05
3			**e.** William Smith letter dated 1-29-05	Alyssa	4-4-05
			f.		

Report Time	Discuss Time	4. Report of Officers and Committees (con't)	Respon. Party	Due Date
		4.3 Road & Weed Committee Report		
		4.3.1 Old Business		
3		**a.** E. Johnston's gate related letters	JT	4-4-05
3		**b.** Install guard posts around High South fire fighting water tank	David	4-4-05
3		**c.** Status of removing rock pile above culvert - Rantallo	David	4-4-05
3		**d.** Road Maintenance/Improvement Report	David	4-4-05
3		**e.** Status: hiring/insurance Richard Mead	JT	4-4-05
		4.3.2 New Business		
3		**a.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	JT	4-4-05
3		**b.** Warning sign on Gemini Rd/Caspari Way East	Ronda	4-4-05
		4.4 Complaint Committee Report		
		4.4.1 Old Business		
3		**a.** Status report on attorney letter to Hansard	Ronda	4-4-05
3		**b.** Status of parcel 32 (NG) Ullrich	Ronda	4-4-05
3		**c.** Update with attorney's response to Rakela full-petition request	Ronda	4-4-05
3		**d.** Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter	Ronda	4-4-05
3		**e.** E. Schieffelin re: excessive vehicles on 38-A (NG)	Ronda	4-4-05
		4.4.2 New Business		
10		**a.** Proposal: Complaint Procedure	Ronda	3-7-05
		4.5 Master Plan Committee Report		
		4.5.1 Old Business		
		a. None		
		4.5.2 New Business		
		a. None		
		4.6 Recreation Committee Report		
		4.6.1 Old Business		
3		**a.** Status Report on PVRC activities	Janet	3-7-05
3		**b.** Status of P. Gelderloos' request for bank statements	Janet	3-7-05
3		**c.** Status of setting up New Bank Account for GLA Recreation Committee	Janet	4-4-05
		4.6.2 New Business		
10		**a.** Status report on PVRC Phase I Special Committee results	David	4-4-05
10		**b.** Status report on PVRC Phase II Special Committee results	Janet	4-4-05

Report Time	Discuss Time		Respon. Party	Due Date
		4.7 Web Site Committee Report		
		4.7.1 Old Business		
		a. None		
		4.7.2 New Business		
		a. None		
		4.8 Welcome Committee Report		
		4.9.1 Old Business		
		a. None		
		4.9.2 New Business		
		a. None		
		4.9 Ombudsman Report		
		4.9.1 Old Business		
		b. None		
		4.9.2 New Business		
		b. None		
		5. Other Business		
		5.1 Shelter Insurance		
		5.1.1 Old Business		
		a. List of points to consider regarding shelter insurance	Orlando	3-7-05
		5.1.2 New Business		
		c. None		
		5.2 Including Parcels in GLA		
		5.2.1 Old Business		
		a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury	David	3-7-05
		5.2.2 New Business		
		a. None		
30		**6. Open Floor Comment Period**		
		a. Meet needs of landowners/Board when unexpected issues delay Board business	Alyssa	3-7-05
		b. Volunteer Confidentiality Agreement and Standards	Ronda	3-7-05
		c. Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting	David	4-4-05
		d. Agenda items for future meetings	James	4-4-05
		e. What worked/what didn't; suggestions to improve meeting (Handouts)	James	4-4-05
		f. Results of Neighborhood Meetings	Ronda	TBD
		g. Reassess 18% Assessment Late Fee	Ronda	TBD
		h. Should lien "trigger" include interest and late charges	Ronda	TBD
		i. Revise Board Election form to include duties and skills needed	Ronda	9-5-05
		j. Transition Plan for new Board Members	Ronda	9-5-05

Report Time	Discuss Time	7. Next Meeting and Adjournment	Respon. Party	Due Date
2		a. Next meeting May 2 , 2005 at 6:45PM in the Golden Ratio Cafeteria		

3 hrs 0 min Allocated Meeting Time

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda at the beginning of the same meeting.

Glastonbury Landowners Association

Board Member Proxy Notification

I, Edwin Johnson

Give my proxy to Edward Anderson

For the GLA Board of Directors Meeting on April 6, 2005
date

Edwin Johnson
signature

April 6, 2005
date

left at 9:30 pm

4/4/05

Paradise Valley Recreation Center ("PVRC") Survey

We want your input! The PVRC is currently in the process of developing a master plan and would like everyone to contribute his or her thoughts.

First, we would like to thank all of you who volunteered last year and helped provide a great soccer field that was enjoyed tremendously by the players and spectators. We also would like to extend a warm thank you to everyone who had the vision to set aside these 20 acres and designate them as a recreational area. A special thanks to those who have donated towards the picket fence, provided their labor, equipment, materials, or other monetary or non-monetary donations.

We are pleased to inform you of last year's progress and the current status of your recreation park.

- One large and a small soccer field including irrigation are complete.
- A concession stand and two bathrooms are functional needing only some final touches; i.e., painting, light fixtures, etc.
- Lights are installed for evening activities.
- Mowing equipment, line equipment and maintenance equipment have been purchased. All are functioning well. We still owe money for some of this equipment.
- Fifteen acres are still waiting for a purpose…

The following survey is to determine what these fifteen acres will look like. Please take a few minutes to give us your suggestions.

1. Do you have any suggestions as to how to improve the existing facilities?

   Comments: _____

2. Do you have any fundraising suggestions?

   Comments: _____

   _____

3. Please prioritize your interests (1, 2, 3, etc.) for any of the following suggested recreational activities to be included in the remaining fifteen acres:

( )	skate boarding	( )	volleyball
( )	ice-skating	( )	baseball
( )	softball	( )	obstacle course
( )	basketball	( )	landscaped park area
( )	tennis	( )	picnic areas
( )	fine arts theater	( )	playground
( )	swimming pool	( )	wading pool
( )	multi-purpose building	( )	community garden

   Additional Suggestions: _____

4. Are you aware of the opportunity to have your name put on the fundraising picket fence?
   Yes _____ No _____
   If you are interested in obtaining additional information, please call Laura Boise at 333-4405 or, if is more convenient a PVRC representative will contact you.

5. **Are you interested in having a full-sized building equipped with indoor activities constructed if there was a monthly** membership fee? Yes _____ No _____

6. . Jobs currently needing volunteers. Please check if you are willing to help
   - ❑ Maintaining and improving fields (approximately 1-2 hours per week)
   - ❑ Fundraising organizer
   - ❑ Grant Writer
   - ❑ Sport coaches

7. Would you like to be sent a newsletter via E-mail concerning upcoming events and sports schedules?
   Yes _____ No _____

Your Name and Address: _____

Telephone Number: _____ **Email**: _____

Please mail your completed survey to: Janet Naclerio, P. O. Box 444, Emigrant, MT 59027.

Please send your tax-free donations to: Pam Burkhardt, Treasurer, P. O. Box 172, Emigrant, MT 59027

Thanks for your feedback.

The PVRC Board

7/4/05

COMPLAINTS – ESTIMATED COST TO LANDOWNERS

ULLRICH	
Administration	
• David Tonkin	344.08
• Copies	2.00
• 15 Phone Calls	N/C
Contractors	
• Ronda Alexander (9)	108.00
• David Tonkin	1,242.66
• Tim Dolan	330.00
• Edward Anderson	??
• Denise Orr	??
Legal Fees	
• 2003 Injunctive Relief	1,000.00
Mileage	14.80
• 3-8-05	
• 3-22-05	
• 3-26-05	
• 4-2-05	
Miscellaneous	
• Refreshments	??
• Chico Tickets	??
• Trucks	??
• 2004 Expenses	25.00
Total	3,066.54

LANNES	
Administration	
• Copies	8.19
• Postage	5.53
• 25 Phone Calls	N/C
Contractors	
• Ronda Alexander (15)	180.00
• Alyssa Angelis Allen (8)	96.00
• James Kozlik (4)	48.00
• Denise Orr	??
Legal Fees	
• Feb 10, 2005 (15 min)	46.25
• Feb 11, 2005 (30 min)	92.50
Mileage	
• 12-18-05	11.10
• 12-30-05	3.70
• 2-9-05	18.50
Miscellaneous	
Total	509.77

ZEMAN	
Administration	
• Copies	3.15
• Postage	2.59
• 25 Phone Calls	N/C
Contractors	
• Ronda Alexander (15)	180.00
• Alyssa Angelis Allen (10)	120.00
• James Kozlik (4)	48.00
• Pamela May (3)	36.00
• Denise Orr	??
Legal Fees	
Mileage	
• 12-18-05	11.10
• 12-30-05	3.70
• 2-9-05	18.50
• Pamela May	??
Miscellaneous	
Total	423.04

RAKELA	
Administration	
•	
Contractors	
• Ronda Alexander (3)	36.00
• David Tonkin	??
• Janet Naclerio	
• Phillip Hoag	
• Denise Orr	
Legal Fees	
• Mar 24, 2005 (15 min)	46.25
• Mar 20, 2003	??
• 2002 Phillip Hoag Mtg	412.50
Mileage	
• 3-24-05	18.50
Miscellaneous	
Total	513.25

HANSARD	
Administration	
•	
Contractors	
• Ronda Alexander (2)	24.00
• David Tonkin	??
• Charlotte Mizzi	??
• Christine Johnston	??
• Denise Orr	??
Legal Fees	
• Mar 24, 2005	46.25
• 2005 Injunctive Relief	3,000.00
Mileage	
• 3-24-05	18.50
Miscellaneous	
Total	3,088.75

SCHIEFFELIN	
Administration	
Contractors	
• David Tonkin	??
• Denise Orr	??
Legal Fees	
Mileage	
Miscellaneous	
Total	0.00

JOHNSTON	
Administration	
Contractors	
• David Tonkin	??
• Denise Orr	??
Legal Fees	
Mileage	
Miscellaneous	
Total	0.00

Note: Contractor Hours for Board Members is after 12 hours volunteer time

Grand Total
$7,601.35

GLA 01890

COMPLAINT DISCUSSION ETIQUETTE

COMPLAINT DISCUSSION ETIQUETTE

Timing

- Determine whether or not this is the right time to confront the issue or even if it is worth addressing.
- Don't confront while emotions are highly charged; allow for a cooling down period.

Confidentiality

- Everything that takes place during the discussion will remain confidential.
- Do not bad-mouth each other before or after the discussion.

Appreciate the Differences in People

- Diversity in people creates diversity in solutions.
- Be open/willing to learn about other people's filters: culture, language, values, attitudes, etc.

Don't Use Judgmental Tactics

- *Blaming*: "You're the one who..."
- *Interpreting*: "You tried to manipulate and mislead..."
- *Labeling*: "You are arrogant, deceptive and devious..."
- *Exaggerating*: "Everyone thinks you..." "You always..."
- *Analyzing*: "If you weren't so concerned about making a profit..."
- *Moralizing*: "Clearly you are motivated only by greed..."
- *Interrogating*: "Why would you even think about doing...?"

Use "I" Statements . . . "You" statements create defensiveness

- "I see it this way..."
- "I think it might be..."
- "I need to know..."

Be Specific

- *Vague*: "I want you to be more considerate of my privacy." ➔ *Specific*: "I'd appreciate it if you would call before you come over."
- *Vague*: "You're dogs are always barking late at night." ➔ *Specific*: "Three times this last week your dogs were barking after 11:00PM."

Listen! Listen! Listen! to the Presenter

- Probe for facts to understand what is being said.
- Listen to understand the presenter's needs.
- Do not criticize the presenter.
- Do not interrupt (except to clarify).
- Do not express agreement or disagreement with the presenter.
- Do not present arguments until everyone has finished explaining their view of the situation.
- Avoid discussion of solutions until everyone has stated their view of the situation.

Focus on the Issue

- Be willing to listen to other people's points of view without defensiveness or judgment.
- Don't focus on who is right or wrong; your goal is to understand the issue from each person's perspective.

9/4/05

Glastonbury Landowner's Association

Complaint Procedure Proposal

THE SITUATION

1. **Unresolved complaints as far back as 2001**
   - 08-21-2001: Brettschneider vs. Hansard eyesore
   - 01-03-2003: Smith vs. Rakela eyesore
   - 05-13-2004: Johnston vs. Maniaci & Spallone subdivision doesn't meet density standards
   - 06-14-1004: GLA vs. Johnston gate
   - 06-24-2004: Johnston vs. Mobile Home doesn't meet standards
   - 06-24-2004: Lot #84 eyesore
   - 06-24-2004: Trailer at Hercules
   - 06-24-2004: $1,000 donation to Recreation Committee
   - 08-03-2004: Schieffelin vs. Johnson eyesore, car eyesores at gray house on Gemini
   - 10-02-2004: GLA vs. Ullrich eyesore
   - 10-21-2004: Zeman vs. Lot 33NG encroachment of covenants
   - 11-13-2004: Ulrich vs. Gelderloos dog barking

2. **Covenants highly subjective for nuisances and eyesores**
   - Covenant Section 5.05: "Nuisances and Eyesores shall not be allowed. It shall be in the Associations discretion and authority to determine what a nuisance or eyesore is and to require removal, correction or abatement by the Landowner upon the giving of reasonable notice as provided in Section 10.02. Specifically, the following condition shall not be allowed on parcels within the Community:
     a. Abandoned trailers, mobile homes and other structures, junk, (inoperative or unregistered) cars and equipment, scrap piles, brush piles, etc., in open view of platted roads and other parcels or land; and
     b. Noxious odors, excessive noise or vibration, nuisances or other annoyances which, in fact, are infringing upon another's quiet use and enjoyment of his land."

3. **Bylaws and Covenants are unclear as to when to enforce rights and sanctions:**
   - Bylaw Article XI B. Enforcement Rights and Sanctions: "The Association shall not be obligated to take action to enforce any provision of the Covenants, Bylaws, Rules or Regulations...in any case in which the Board reasonably determines may be unenforceable. Any such determination shall not be construed as a waiver of the right to enforce such provision under other circumstances..."
   - Covenant 10.02 Enforce of Covenants: "In the event of the violation of these covenants, the Association or any Landowner may enforce these covenants through proceedings at law and/or in equity against one or more other landowners, including the seeking of damages and/or injunctive relief...the Association may, but is not obligated to, take by notifying the Landowner(s) against whom the complaint is made of the alleged violation, initiating its own legal proceedings and/or submitting the complaint to binding arbitration..."

4. **GLA Board not trained to deal with difficult issues between landowners**
   - Board consists of volunteers that may or may not have formal training in handling landowner disputes which require the extensive use of negotiation skills, conflict resolution skills and mediation concepts and techniques.

WHY IS IT IMPORTANT TO RESOLVE?

1. **People and money resources to resolve complaints compete with higher priorities**
   - Covenant 11.05 Accounting, Allocation and Use of Funds: "Maintenance and repair of roads and snowplowing shall be the first priority for use of annual assessment funds."
   - Not enough funds available for road grading, snow plowing and weed control in 2004 budget

2. **Litigation to resolve complaints costly**
   - Attorney: $185.00 per hour
   - Injunctive Relief: generally a minimum of $1,000.00 for an uncontested case; could be several thousand dollars for a contested case
   - Lien Filing: approximately $50.00

3. **Landowners threatening to sue the GLA Board for not enforcing Covenants;**
   - Covenant 10.2 Enforcement of Covenants: "...the Association shall not be liable to any person or entity for any actions taken or not taken pursuant to the provision in this section, and all Landowners shall be deemed to have waived any and all rights to or claims for damages for any loss or injury resulting from any action taken or not taken under the terms and conditions of this section."

4. **The GLA Board is perceived by many landowners as not responsive when dealing with complaints**
   - Unresolved complaints date back to 2001 (see #1 under "The Situation")

TYPES OF COMPLAINTS

1. **Nuisances and Eyesores**
   - Difficult to resolve because the nuisance or eyesore is in the eye of the beholder

2. **Architectural/Land Use Encroachments**
   1. More readily resolved because the Covenants and Standards clearly spell out what is acceptable

COMPLAINT COMMITTEE VISION/MISSION

VISION

Promote the peaceful and harmonious resolution of conflicts between landowners. Instill cooperation, mutual respect and accountability by placing the responsibility for the actual resolution of the complaint on the landowners.

MISSION

Provide tools and resources that help landowners address alleged violations of the Covenants and Standards with other landowners. Share the responsibility of resolving complaints by providing trained community mediators who can help the landowners work toward jointly constructed agreements that address the needs of both parties. Provide a space where tolerance for differences in lifestyles can co-exist with the community's Master Plan, Covenants and Standards.

RECOMMENDATIONS

Architectural/Land Use Encroachments

1. Handled by the GLA Board
2. Complaint Committee Chairperson documents receipt of complaint on Complaint Log
3. Complaint Committee chairperson determines if complaint pertains to another committee and hands over complaint to committee for action. For example:
    a. Johnston Gate Issue: pertains to usage of roads so it was transferred to the Roads & Weeds Committee
    b. Zeman vs. Lot 33NG: pertains to encroachments of architectural requirements and subdivision requirements so it was transferred to the Roads & Weeds Committee
    c. Wallace vs. PVRC: pertains to the concerns about how the PVRC is running so it was transferred to the Recreation Committee

Nuisances and Eyesores

1. Handled by the Glastonbury Neighborhoods
    a. Covenant 12.02 Districts: Each present or future Landowner within the Community shall be deemed to have waived any right to object to the formation of one or more local improvement or service districts which include such Landowner's land, and also to have waived any right to join in any action opposing the formation of such a district...However, no such districts including special zoning districts established by Landowner's petition, may be established without the written consent of the Association."
2. First, the Landowner would approach their neighbor and inform them about what they believe is an eyesore or nuisance and attempt to resolve the issue with their neighbor in an amicable way.
3. If the Landowner does not receive a satisfactory response or compliance within a reasonable period of time, they would then take the complaint to the neighborhood and request a neighborhood vote on the issue.
    a. If 2/3 of all landowners in the neighborhood agree it is an issue then the neighborhood would decide what action to take:
        - Landowners in the neighborhood could volunteer to resolve the issue at no cost to the neighborhood or Glastonbury Landowner's Association, or
        - Landowners in the neighborhood could assess a cost and time frame to resolve the issue and set up a Special Assessment to be administered by the GLA Board
            - Covenant 11.04 Special Assessments: "Special assessments that pertain to any limited areas or numbers of parcels or condominiums that are less than the entire Community of Glastonbury shall be payable only by the Landowners of the property to be affected."
        - GLA Board would hold the Special Assessment Fees in a separate account and pay expenses turned in from the neighborhood from that account
        - The neighborhood could set up a payment plan with the alleged violator to reimburse the neighborhood for the expenses incurred
            - The GLA Board would administer the collection and reimbursement of funds from the payment plan back to the neighborhood
            - The neighborhood could either decide to have the funds reallocated to each landowner or held in the Special Assessment account for future use for that neighborhood

rec'd 4/4/05

04/03/05

Glastonbury Landowners Association, Inc.
Balance Sheet Standard
As of April 3, 2005

	Apr 3, '05
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	20,210.13
1st National Bank Savings	33,802.80
Total Checking/Savings	54,012.93
Accounts Receivable	
Accounts Receivable	95,317.72
Total Accounts Receivable	95,317.72
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	148,757.15
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**148,758.15**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	227,330.70
Total Long Term Liabilities	227,330.70
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-228,848.96
Retained Earnings	69,181.26
Net Income	69,278.64
Total Equity	-78,572.55
TOTAL LIABILITIES & EQUITY	**148,758.15**

April 3, 2005

Glastonbury Landowners Association, Inc.
Income & Expense
January 1 through April 3, 2005

	Jan 1 - Apr 3, '05
Income	
A. General Income	
1. Church, for Road Paving Loan	567.15
2. Interest Income	53.44
3. Misc. Income	5.00
4. Sanitation Bond Account	750.00
7. Application Fees	150.00
Total A. General Income	1,525.59
B. Assessments	
06. Dwelling Assessment 2002	118.88
07. Dwelling Assessment 2003	288.50
08. Dwelling Assessment 2004	1,014.50
09.Golden Age Village Assess	6,027.00
10. Land Assessment 1998	120.00
11. Land Assessment 1999	120.00
12. Land Assessment 2000	120.00
13. Land Assessment 2001	120.00
14. Land Assessment 2002	199.44
15. Land Assessment 2003	568.70
16. Land Assessment 2004	2,157.29
17. Dwelling Assessment 2005	16,683.14
18. Land Assessment 2005	29,523.41
Total B. Assessments	57,060.86
C. Late Fees/Finance Charges	
1. Finance Charges	847.08
2. Five Percent Penalty	103.68
Total C. Late Fees/Finance Charges	950.76
Total Income	59,537.21
Expense	
A. Business Expenses	
1. Banking Fees	12.50
3. Licenses	36.00
4. Lien Filing	-50.00
6. Sanitation Bond Refunds	250.00
7. Taxes	69.94
Total A. Business Expenses	318.44
B. Office Expense	
1. Copying	45.98
2. Postage	100.00
3. Office Supplies	341.97
Total B. Office Expense	487.95
C. Professional Fees	
1. Accountant	105.00
2. Bookkeeper	698.50
3. Legal Council	

	Jan 1 - Apr 3, '05
3.1 PVRC	288.75
Total 3. Legal Council	288.75
4. Secretarial	
4.1 Denise Orr	1,640.00
Total 4. Secretarial	1,640.00
5. Professional Fees	
5.1 Independent Contractors	352.75
5.2 Treasurer	348.00
5.3 Website Development	229.95
Total 5. Professional Fees	930.70
7. Web Site	9.95
Total C. Professional Fees	3,672.90
D. Road Repairs & Maintenance	
1. Loan Payment	7,556.32
2. Road Maint.	
2.1 Misc. Maintenence	111.20
Total 2. Road Maint.	111.20
3. Road Grading	3,971.50
4. Snow Removal	
4.1. Snow Plowing	2,272.59
4.2. Sanding	446.53
4.4 Materials, sand	351.00
Total 4. Snow Removal	3,070.12
Total D. Road Repairs & Maintenance	14,709.14
E. General Expenses	
2. Equipment Repair & Maint.	358.85
Total E. General Expenses	358.85
F. Misc. Projects	
1. Snow Plow/Sander Truck	765.00
4. Recreation Area	75.30
Total F. Misc. Projects	840.30
H. Discount	559.39
Total Expense	20,946.97
Net Income	**38,590.24**

GLA 01896

7/4/05

Proposed Budget 2005
Glastonbury Homeowners Association

Projected Expenses:

Roads and Weeds		**$ 52,000.00**
(Asphalt payment)	**$28,000.00**	
(Weed control)	**4,000.00**	
(Plowing/sanding)	**8,000.00**	
(Road Grading)	**12,000.00**	
Secretary		**6,500.00**
(average based on last 3 yrs.)		
(need actual)		
Office expenses		**2,200.00**
(need actual)		
Bookkeeper		**3,000.00**
(average based on last 3 yrs.)		
General Operating expenses		**8,000.00**
(average based on last 3 yrs.)		
includes: insurance, banking fees,		
licenses, taxes, etc.		
Treasurer		**750.00**
(based on last years expense report		
through Nov. '04) Previous 2 yrs.		
indicated average of $300, prior to		
'02 nothing indicated.		
Recreation Park		**3000.00**

(1)

Web site	**1000.00**	
(over last 3 years cost has gone from approx.$170 ('02) $680 ('03) $1300 ('04) The site should be fine for what it is, so we should be able to operate on $1000 or less.		
Architectural		
(projected sanitation refunds based on 2 per mo.)		**3000.00**
(This committee receives income (fees) and pays out (sanitation bond reimbursement). There has been no indication of wages to committee persons.		
Legal Fees	**2000.00**	
Total projected expenses 2005.....	**$ 76,450.00**	**$ 3000.00**

Projected income:

Operating income (As per Cynthia Blocker of assessments collected as of March 7, 2005)	**$ 70,000.00**	
Architectural fees (projected fees based on 3 applications per mo.) (new fee schedule)		**3,600.00**
Savings / Reserves (Projected assessments not yet collected)	**7,000.00**	

(2)

Donations	**1,000.00**	
(Evertt Johnston's pledge to "childrens' park"		
Total projected income.....	**$ 78,000.00**	**$ 3600.00**

Thoughts to consider;

Over the last 6 years our professional fees have gone from $2000.00 to almost $20,000.

Our legal council (over the last 6 years) has gone from $170 to $3200.00.

About $14,000 per year was dedicated to road grading from '99 through '02 (excluding the $64,000 spent in 2000 the year of the asphalt paving which accounted for much of the grading cost). In 2003 we spent only $6600.00 on road grading. In 2004 we spent $0.

As landowners we need to define our priorities and dedicate our budget accordingly.

(3)

Preliminary Architectural Fee Schedule

This fee schedule was created by keeping in mind some important factors. One of these is the impact that certain projects have on our roads, which has a direct influence on the costs to maintain them. The other factor is the time involved in processing various types of applications: as board members spend time on research, visiting build sites, phone calls, etc. these hours can easily become billable hours and cost money for the GLA.

In addition to these factors, we recommend that the Board take a flexible position regarding these fees and be willing to consider a fee reduction or waiver when circumstances warrant this.

As a starting point, we recommend that we continue to have a $25 processing fee for all applications. In some cases, we will also require the fully-refundable sanitation bond. This procedure is important to maintain due to the incentive it gives the landowner to clean-up after his construction, and to take the often over-looked step of asking for final approval when the project is complete.

Following is a breakdown of various types of projects and their recommended fees.

Description	Recommended Fee (beyond $25)	Sanitation Bond
1. House Construction	$100	$250
This type of project requires heavy use of our roads. Vehicle traffic from contractors and delivery trucks can be ongoing for several months. The project usually requires a full review of plans by the committee, a visit to the build site, phone calls to landowner to clarify or acquire needed information, etc.		
2. Well	$15	$100
This requires some heavy equipment on the roads, but only briefly.		
3. Driveway	$15	$100
Brief use of heavy equipment on roads.		
4. Septic	$15	$100
Brief use of heavy equipment on roads.		
5. Package for House, Well, Driveway, Septic	$125	$250
It is common for these activities to be part of the same project. There is some time savings for the committee to review the application so we pass on a savings of $20		
6. Additions & Structures under 200 s.f.	$0	$0
This category is for small buildings such as barns, sheds, garages, etc. They do not have much impact on our roads.		
7. Additions & Structures 200–800 s.f.	$25	$250
These are mid-size building projects and have some impact on our roads, but not a great amount.		
8. Additions & Structures over 800 s.f.	$50	$250

GLA 01901

These are more major building projects and could have a fair impact on our roads, but not as much as a house project.

9. Mobile Home	$50	$100

This type of project has a fairly low impact on our roads since the house is already constructed. It is important to make sure the site is cleaned up after installation.

10. Subdivision	$50	$100

This type of project usually has very little impact on our roads. Mostly requires committee review time to inspect site, acquire and review necessary maps/paperwork.

11. Road	$100	$100

Roads are usually built to serve multiple dwellings, or multiple lots in a subdivision, and require varying degrees of road use for heavy equipment such as a grader, excavator, backhoe and gravel trucks. There may also be a fair amount of committee time involved.

12. Commercial/Institutional/Other	$250–$500	$250

This type of project is given a range because it can become a very heavy use of our roads depending on the size of the construction and length of time to build. It also may require a fair amount of committee review time due to considerations for parking, impact on neighbors, etc.

13. Fence	$0	$0
14. Sign Permit	$0	$0

GLA 01902

15. Variance

Variances will be categorized as follows:

a) Minor Variance $0 $0

Requires no extra road usage, creates no conflict with neighbors.

b) Major Variance ± $150 $0

Varying degrees of research, possible letters being sent to neighboring landowners, neighborhood meetings, phone calls, follow-up letters.
The initial payment of $150 would include:

1 mailing ($35–$70)
1 neighborhood meeting ($80)
1 follow-up letter ($35–$70)

The fee will vary depending on which services are required to handle the situation. The board will recommend a plan of action to the landowner who will then review and approve the plan before the board takes action.

16. Expediting Fee for processing application $100

If approval is needed prior to the monthly board meeting, the applicant has the option to pay an extra fee to have the committee process the paperwork outside of the meeting for a more timely response. This type of request involves a fair amount of committee time and project management including multiple phone calls, scanning of documents for e-mailing purposes, assisting landowner with application if not complete, composing letter in order to present application to board via e-mail or by personal delivery of documents, etc.

GLA 01903

2005-05-02_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 2, 2005

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1. Call to Order, Prayer

The meeting was called to order by James Kozlik at 6:55 p.m., at Golden Ratio Woodworks. Edward gave the opening prayer.
PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Janet Naclerio (Secretary), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, David Tonkin, James Trisdale
ABSENT: Joanna Snyder (Treasurer)
PROXIES: Joanna to Ronda
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Everett & Mary Johnston (Landowners) and Carl Anderson (Landowner).

Opening Comments: The following matters were discussed:
(1) Ronda announced that she was resigning as Chair of the Complaint Committee due to the demand of time required for complaints on her already demanding schedule. Her resignation is effective as of 5/2/05. She will be available to help the Committee on a limited basis.

(2) The Board discussed setting aside time at Board meetings for visiting landowners.
MOTION: Ronda motioned and Edwin seconded to set aside at each Board meeting up to one hour of time during which landowners can present issues to the Board. The time set aside could be either from 7-8 p.m. or 9-10 p.m.
AMMENDMENT: Edwin motioned and Ronda seconded to amend the above motion to include that the Board will receive comments from all landowners who come to a Board meeting at the beginning of the meeting. The total time set aside for the visiting landowners will be limited to a total of one hour and will allow each landowner to speak for fifteen minutes. Landowners planning to address the Board will be encouraged to come during that time period. If an exception arises, the Board will address it at the time it occurs. **Motion carried.**

2. Reading and Disposition of the Minutes General Business. Approved 5 2 05.

April 4, 2005: The Board agreed to approve the April 4, 2005 meeting minutes by unanimous consent.

March 7, 2005: The Board agreed to approve the March 7, 2005 meeting minutes by unanimous consent.

November 1, 2004 Minutes: The Board agreed to approve the November 1, 2004 meeting minutes by unanimous consent.

Nov. 13, 2004 Annual Meeting Minutes: The Board agreed to approve the November 13, 2004 meeting minutes by unanimous consent.

3 General Business

3.1 Old Business

Establish completion date for list of all motions on the website.
Denise commented that she felt the motion project could be completed by the July 11, 2005 Board meeting. She added that the Board still needs to approve the budget expense for adding this link (for Board use) on to our GLA website.

3.2 New Business.
The Board discussed Denise researching the possibility of holding Board meetings at the Episcopalian Church opposite the Emigrant Post Office.

4. Report of Officers and Committees

4.1 Treasurer's Report: Joanna Snyder, Treasurer. .

On behalf of Joanna, Ronda distributed the following documents, all of which were updated on 5/1/2005 and replace previously distributed bank transaction documents: "January 2005 Bank Transactions-Prepared Feb. 1, 2005," "February 2005 Bank Transactions-Prepared Mar 5, 2005," "March 2005 Bank Transactions-Prepared April 3, 2005" and April 2005 Bank Transactions-Prepared May 2, 2005."

Ronda also distributed "UnExplained Expenses, January 1 though April 29, 2005" and asked the Board to provide input (outside of meeting time) that might help explain the nature of the listed expenses.

4.1.1 Old Business. None.

4.1.2 New Business.

a. Status of Transition to new Bookkeeper.
Ronda reported the following:
(1) Rudy has transferred all bookkeeping files & duties to Ronda.
(2) Joanna plans to pay invoices on the 15th and 30th of each month. Therefore, invoices need to be delivered to Joanna prior to these dates.
(3) Ronda distributed "GLA Chart of Accounts, Accounting Codes: Content" which lists income and expense codes. She explained that the codes listed replace previous codes and are effective immediately. These codes should always be used when submitting invoices and requests for checks and petty cash. Ronda suggested that travel time for Roads and Weeds should be added. She requested that the Board review the new codes and contact her concerning suggestions for additional codes.
(4) Ronda distributed a new "Check Request" form (5 copies) and a new "Petty Cash Request" form (1 copy) to each Board member for their use. She explained that a check request form doesn't need to accompany an invoice as long as the invoice contains the information concerning codes and description, etc.
(5) Ronda has worked extensively to bring the Bookkeeper and Treasurer accounts into balance. She is developing a process to insure these accounts are always in balance.

b. Proposed 2005 Budget .
Ronda distributed: "2004 Budget vs.2005 Actual Expenses, January 1 through April 30, 2005"and "2004 Budget, 5/1/2005." She reviewed that the Board previously gave a temporary approval to use the 2004 budget as an interim budget for 2005 -- until a final budget was determined. The Board discussed various approaches to balancing the budget and prioritizing budget expenses. Each committee submitted bottom line budget requirements to Ronda.

c. Proposed Architectural Budget including revised Architectural Fee Schedule:
Alyssa distributed "Architectural Budget 2005" and "Preliminary Architectural Fee Schedule (Revised 5/1/05)

d. Proposed Roads & Weeds Budget - including cost study for truck/plow for NG and proper equipment for knocking down weeds. JT submitted a budget proposal for Roads & Weeds. David submitted a budget proposal: "Chip Sealing and Placing Gravel Along the Edge of the Paved Roads in NG and Upgrading Roads in High South, 5/2/2005."

Ronda proposed that the Board make an immediate decision to divert GLA funds to the roads.
MOTION: Edwin motioned and Ronda seconded to authorize a $10,000 budget for road grading. JT will identify priority roads to be graded and facilitate this work a.s.a.p. Motion carried.

e. Proposed Complaint Budget: ?

f. Proposed Master Plan Budget: Charlotte submitted a proposed budget amount .

g. Proposed Recreation Budget: Janet submitted a proposed budget amount.

h. Proposed Website Budget: Edward submitted a proposed budget amount.

i. Proposed Treasurer Budget: ?

J. **Proposed Admin. Secretary Salary Budget:** Denise submitted a proposed budget amount.

4.2 Architecture Subcommittee Report: Ronda Alexander & Alyssa Allen (Co-Chair), Laura Boise

4.2.1 Old Business

a. Status of Paul Rantallo cargo units. Tabled.
b. Mediation for Zeman vs. Lot 33. Tabled.

4.2.1 New Business

a. Status of Written Vote for Parcel 54-B (SG)/Kenneth & Mary Ann Case: Proposed Residential Construction. Alyssa reported that the Board voted on April 12, 2005 (via e-mail and by verbal communication) to approve the application with the condition that disturbed land be reseeded after construction.

b. Lot 36-C (SG)/Zolynski-Scharping: Garage/Shop Application
MOTION: Edwin motioned and Charlotte seconded to approve the Zolynski-Scharping: Garage/Shop application on Lot 36-C (SG). **Motion carried.**

c. Lot 7-D (NG)/Arlene Hoag: Mobile Home Placement Application
The Board discussed the application. Although the mobile home is over ten years old, the photograph reveals that it is very nice in appearance.
MOTION: Ronda motioned and Edward seconded to approve Arlene Hoag's application for mobile home placement for Lot 7-D on the condition that the land be reseeded after construction (NG). **Motion carried.**

d. Lot 58 (SG) Michael Rosa: Driveway and Well Construction

Alyssa explained that prospective buyer Rosa wants to put in a driveway so that a well can be dug. If water found, he will purchase the land; if there is no water, he won't buy it. David & Alyssa inspected the land.

MOTION: Alyssa motioned and David seconded to approve the driveway and well based on the following conditions: (1) The driveway be located at the currently marked location, up to 40 feet further south on Hercules, allowing the necessary 240-foot sight distance (2) A 10% grade on the driveway is not exceeded; (3) If the driveway becomes permanent, the sagebrush and juniper tree that would otherwise block the visibility of the driveway to oncoming traffic must be removed; (4) The GLA receives a notarized letter, signed by the current owner, Larry Azure, giving permission to Michael Rosa to have the driveway work done and the well dug; (4) The down sloop of the driveway must be reseeded after construction and; (5) The GLA receives the $250 bond. **Motion carried.** (1 abstention from Janet, who stepped away during application review).

e. Parcel 103 (SG)/George Heinz. (Bert Otis is former Parcel owner); Driveway & House Application

Alyssa and David visited the site and saw that the driveway was being built prior to GLA's reviewing this project application. There had been an easement allowing access to Parcel 103 through Parcel 101, which has now been terminated because a house had been built in the middle of this easement, making no longer viable as an access route. Alyssa learned after speaking to Bert Otis' wife, that they chose to sell the land (Parcel 103) only to someone who was willing to work out a solution which would not force the owners of Lot 101 to move their house. As a solution to providing access to Parcel 103, a new easement agreement was made between Bert Otis and Parcel 103 owners, William Casburn, Constance Beakley-Casburn and Rasa Terese Slavenas, This new easement agreement was reached prior to Bert Otis selling the parcel to Megan and George Heinz. Glastonbury currently has an easement which goes through Parcels 101 and 103 to access Mountain Sky Ranch. A portion of the new driveway being developed by Megan and George Heinz uses this undeveloped, 2-track, platted Glastonbury road; then the driveway veers off onto Parcel 101, using the new easement to do so. The Heinz's have acknowledged that Glastonbury has an easement going through their property, and that they respect that easement.

David reviewed that as long as the GLA has an easement through Parcels 101 and 103, it appears that the GLA is safe to use the new easement established between Parcels 101 and 103, which follows the new driveway loop, and then resumes its original course past the driveway. If our access route is to follow this new driveway, then Glastonbury would have to be included in this new easement agreement with Parcels 101 and 103.

MOTION: Edwin motioned and David seconded to inform Heinz that the GLA is in the process of reviewing the application for the new driveway and house on Parcel 103. The Board is inclined to approve the driveway if the following preliminary requirements are met:

(1) Any portion of the GLA road/easement that must be changed from the original pathway must be drawn up in a clear fashion for the GLA records;
(2) If the GLA is to use this new easement, it must be surveyed by a registered surveyor at Heinz' expense;
(3) All additional costs and expenses involved in this easement change must also be covered by Heinz. **Motion carried.** (6 in favor and 3 opposed.)

4.3 Road & Weed Committee Report

4.3.1 Old Business

a. Everett Johnston's gate related letters. Everett and Mary Johnston stated that their primary concern regarding the gate is for security purposes. They do not object to pedestrian traffic, but would like to prevent vehicle assess to the area beyond the gate by keeping the gate installed and closed at all times. There has been a history of people driving through the gate and partying in that area which creates the risk of fire, etc. If it appears that keeping the gate closed doesn't prevent this type of activity, the Johnstons will contact the Board for approval to lock it.

JT stated he was concerned that the gate would prevent landowners in the Hercules canyon from having a fire exit. Orlando expressed concern about the easement rights of neighbor, Pete Story. The Board discussed other aspects of the gate issue with the Johnstons and informed them that (1) The GLA would consult with our attorney about this matter; (2) A decision concerning the gate would be made by the June Board meeting, and: (3) The Johnstons would be contacted and informed about the Board's decision. The Johnstons agreed with this plan. In the meantime, all agreed that the gate would remain closed, but not locked.

MOTION: David motioned and Alyssa seconded that Jim Kozlik and Orlando will consult with our attorney concerning the gate. **Motion carried.**
Ronda requested that Jim and Orlando send the results of their meeting with our attorney to the Board via e-mail.

b. Establish completion date for installation of guard posts around High South fire fighting water tank. Tabled.

e. Status of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert. Tabled.

f. Status of Rantallo uncovering culvert. Tabled.

g. Establish completion date for Road Maintenance/Improvement Report. Tabled.

4.3.2 New Business.

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). Tabled.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Cynthia Blocker, Joanna Snyder.

4.4.1 Old Business

a, Status report on attorney letter to Hansard, Ronda reported that the injunctive relief against Hansard is on hold until GLA has an approved budget that will cover this cost.

b. **Status of Parcel 32 (NG) Ullrich.** Ronda reported that work on this complaint is on hold and that someone will need to oversee it. A payment plan needs to be developed.

c. **Update with attorney's response to Rakela full-petition request.** Tabled.

d. **Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter.** Tabled.

e. **E. Schieffelin re: excessive vehicles on 38-A (NG).** Tabled.

4.4.2 New Business

a. Proposal: Complaint Procedure

• Review Complaint Proposal at May Board meeting. Tabled.

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business. None.

4.5.2 New Business.

a. Status of Master Plan proposal.

Charlotte stated that she e-mailed questions regarding the Master Plan to the Board. (This report was not completed)

4.5.2 New Business

4.6 Recreation Committee: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate).

4.6.1 Old Business. None.

4.6.2 New Business.

a. Status of checking account for GLA Recreation Committee. Tabled.

b. Status report on PVRC Phase I Special Committee results. David reported that the Phase 1 Committee has had several meetings in the last month and a half. The Bylaws are almost complete. The lease agreement and a letter to Robert Wallace need to be finalized.

c. Status report on PVRC Phase II Special Committee results. N/A.

d. Review PVRC Survey and provide feedback at May Board meeting. Tabled.

e. Status of PVRC Walkathon proposal. Tabled.

4.7 Web Site Committee: Edward Anderson (Chair)

4.7.1 Old Business.

4.7.2 New Business

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG)

5. Other Business

5.1 Shelter Insurance *[Orlando]*. Tabled.

a. List of points to consider regarding shelter insurance

5.2 Including Parcels in GLA. Tabled.

a. Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury.

6. Open Floor and Comment Period. Tabled.

(1) Meet needs of landowners/Board when unexpected issues delay Board business
(2) Volunteer Confidentiality Agreement and Standards
(3) Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting
(4) Agenda items for future meetings
(5) What worked/what didn't; suggestions to improve meeting (Handouts)
(6) Results of Neighborhood Meetings
(7) Revise Board Election form to include duties and skills needed
(8) Transition Plan for new Board Members

7. Next Meeting and Adjournment

The meeting was adjourned at 11 p.m. with unfinished business. The Board agreed to meet again on May 16, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m. to complete unfinished business, specifically to approve the 2005 budget. The Board will next meet on June 6, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

GB050205.1 *Denise:* Complete motions for website by July 11.

GB050205.2 *Denise:* Research new Board meeting location at Episcopalian Church. **Done.**

TR050205.1 *Board:* If appropriate, contact Ronda regarding nature of any of the expenses listed on "UnExplained Expenses, January 1 though April 29, 2005."

TR050205.2 *Board:* Review "GLA Chart of Accounts, Accounting Codes: Content" & contact Ronda with suggestions for additional codes.

TR050205.3 *Board:* Review revised Architectural Fee Schedule, 5/1/05.

TR050205.4 *JT:* Identify priority roads to be graded and facilitate this work a.s.a.p. with $10,000 budget.

AR050205.1 *Denise/Alyssa:* Draft/mail approval to Zolynski-Scharping. **Done.**

AR050205.2 *Denise/Alyssa:* Draft/mail approval to Arlene Hoag **Done.**

AR050205.3 *Denise/Alyssa:* Draft/mail approval to Michael Rosa: **Done.**

AR050205.4 *Denise/Alyssa:* Draft/mail preliminary consideration to approve driveway to George Heinz.

RW050205.1 *Jim Kozlik/Orlando:* Consult with attorney re: Johnston gate issue and e-mail the Board with results.

RW050205.2 *Jim Kozlik/Orlando:* Facilitate the Board's final vote on gate issue and inform E. Johnston.

CP050205: *Board:* Determine new Complaint Committee Chair and/or the handling of pending complaints.

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Approved: 06 06 05-FINAL

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
May 2, 2005

Report Time	Discuss Time			Respon. Party	Due Date
2		**1. Call to Order, Opening Prayer,**			
			a. Opening Comments	James	5-2-05
		2. Reading and Disposition of Minutes			
	5		**a.** April 4, 2005	Board	5-2-05
	5		**b.** March 7, 2005	Board	5-2-05
	2		**c.** Update on approval of November 1, 2004 Minutes	Denise	5-2-05
	2		**d.** Update Nov. 13, 2004 Annual Meeting Minutes	Denise	5-2-05
		3. General Business			
		3.1 Old Business			
2			**a.** Establish completion date for list of all motions on the website	Denise	5-2-05
		3.2 New Business			
			a. None		
		4. Report of Officers and Committees			
		4.1 Treasurer's Report			
		4.1.1 Old Business			
			a. None		
		4.1.2 New Business			
90			**a.** Status of Transition to new Bookkeeper	Ronda	5-2-05
			b. Proposed 2005 Budget • Projected Income Budget • General Operating Expenses • Other Projects	James	5-2-05
			c. Proposed Architectural Budget including revised Architectural Fee Schedule	Alyssa	5-2-05
			d. Proposed Roads & Weeds Budget including Cost study for Truck/Plow for NG and proper equipment for knocking down weeds	JT	5-2-05
			e. Proposed Complaint Budget	Ronda	5-2-05
			f. Proposed Master Plan Budget	Charlotte	5-2-05
			g. Proposed Recreation Budget	Janet	5-2-05
			h. Proposed Website Budget	Edward	5-2-05
			i. Proposed Treasurer Budget	Joanna	5-2-05
		4.2 Architectural Committee Report			
		4.2.1 Old Business			
2			**a.** Status of Paul Rantallo cargo units	Alyssa	5-2-05
2			**b.** Mediation for Zeman vs. Lot 33	Ronda	5-2-05
		4.2.2 New Business			
2			**a.** Status of Written Vote for Parcel 54-B South Application	Alyssa	5-2-05
5			**b.** Garage/Shop Application for 36C South – Zolynski-Scharping	Alyssa	5-2-05

Report Time	Discuss Time	4. Report of Officers and Committees (con't)	Respon. Party	Due Date
		4.3 Road & Weed Committee Report		
		4.3.1 Old Business		
2		**a.** E. Johnston's gate related letters	JT	5-2-05
2		**b.** Establish completion date for installation of guard posts around High South fire fighting water tank	JT	5-2-05 5-2-05
2		**c.** Status of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert	JT	
2		**d.** Status of Rantallo uncovering culvert	JT	5-2-05
2		**e.** Establish completion date for Road Maintenance/Improvement Report	David	5-2-05
		4.3.2 New Business		
2		**a.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	JT	5-2-05
		4.4 Complaint Committee Report		
		4.4.1 Old Business		
2		**a.** Status report on attorney letter to Hansard	Ronda	5-2-05
2		**b.** Status of parcel 32 (NG) Ullrich	Ronda	5-2-05
2		**c.** Update with attorney's response to Rakela full-petition request	Ronda	5-2-05
2		**d.** Everett Johnston 11/10/04 letter re: issues in his 10/1/04 letter	Ronda	5-2-05
2		**e.** E. Schieffelin re: excessive vehicles on 38-A (NG)	Ronda	5-2-05
		4.4.2 New Business		
15		**a.** Proposal: Complaint Procedure • Review Complaint Proposal for review at May Board meeting	Ronda Board	3-7-05 5-2-05
		4.5 Master Plan Committee Report		
		4.5.1 Old Business		
		a. None		
		4.5.2 New Business		
5		**a.** Status of Master Plan proposal	Charlotte	5-2-05
		4.6 Recreation Committee Report		
		4.6.1 Old Business		
		a. None		
		4.6.2 New Business		
2		**a.** Status of checking account for GLA Recreation Committee	Janet	5-2-05
5		**b.** Status report on PVRC Phase I Special Committee results	David	4-4-05
2		**c.** Status report on PVRC Phase II Special Committee results	Janet	4-4-05
2	4	**d.** Review PVRC Survey and provide feedback at May Board meeting	Board	5-2-05
2		**e.** Status of PVRC Walkathon proposal	Janet	5-2-05

Report Time	Discuss Time		Respon. Party	Due Date
		4. Report of Officers and Committees (con't)		
		4.7 Web Site Committee Report		
		4.7.1 Old Business		
		a. None		
		4.7.2 New Business		
		a. None		
		4.8 Ombudsman Report		
		4.8.1 Old Business		
		a. None		
		4.8.2 New Business		
		a. None		
		5. Other Business		
		5.1 Shelter Insurance		
		5.1.1 Old Business		
2		**a.** List of points to consider regarding shelter insurance	Orlando	3-7-05
		5.1.2 New Business		
		b. None		
		5.2 Including Parcels in GLA		
		5.2.1 Old Business		
2		**a.** Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury	David	3-7-05
		5.2.2 New Business		
		a. None		
		6. Open Floor Comment Period		
TBD		**a.** Meet needs of landowners/Board when unexpected issues delay Board business	Alyssa	3-7-05
		b. Volunteer Confidentiality Agreement and Standards	Ronda	3-7-05
		c. Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting	David	4-4-05
		d. Agenda items for future meetings	James	5-2-05
		e. What worked/what didn't; suggestions to improve meeting (Handouts)	James	5-2-05
		f. Results of Neighborhood Meetings	Ronda	TBD
		g. Revise Board Election form to include duties and skills needed	Ronda	9-5-05
		h. Transition Plan for new Board Members	Ronda	9-5-05
		7. Next Meeting and Adjournment		
		a. Next meeting June 6, 2005 at 6:45PM in the Golden Ratio Cafeteria		
3 hrs	**0 min**	**Allocated Meeting Time**		

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "6. Open Floor Comment Period".

Orlando

Worksheet

History		Budget A	Budget B	Budget C
Legal	1,610.25			
Secretarial	9,533.75			
Professional	5,263.63			
Web Site	1,559.89			
Master Plan	639.72			
PVRC	2,167.32			
Water Res.	830.13			
Meetings	3,841.21			
Other	0.00			
Roads				
Maintenance	1,220.00			
Grading	920.00			
Snow Removal	2,564.50			
Truck	4,811.44			
Equipment Repair	295.28			
Miscellaneous	873.88			
New Paving ???				

Glastonbury Landowner's Association

UnExplained Expenses

January 1 through April 29, 2005

Date	Num	Name	Split	Original Amount	Paid Amount
L00. Other Expenses					
L01. Miscellaneous					
2/5/2005	822	GBM David Tonkin	Checking	309.56	309.56
2/6/2005	826	GBM Cynthia Blocker	Checking	186.00	186.00
3/7/2005	833	GBM Cynthia Blocker	Checking	162.00	162.00
3/28/2005	834	VOL Pamela May	Checking	43.19	43.19
3/28/2005	835	RD James Trisdale	Checking	231.99	231.99
4/4/2005	836	VOL Pamela May	Checking	34.76	34.76
4/13/2005	842	VOL Pamela May	Checking	50.00	50.00
4/13/2005	845	GAA Denise Orr	Checking	100.00	100.00
Total L01. Miscellaneous					1,117.50
Total L00. Other Expenses					1,117.50
TOTAL					**1,117.50**

Joanna has petty cash slip w/ itemized

PROPOSED ADMINISTRATIVE SECRETARIAL BUDGET 2005

A) Proposed Secretary Salary Budget

1) 2005 $9,999.00 or $9,260.00

a) 16 hrs/wk or 64 hrs/month
64 hrs @ $13.00/hr = $832/mo
$832/month x 12 month= $9,999yr

-or-

b) 15 hrs/wk or 60 hrs/month
60 hrs @ 13.00/hr=$780
$780/month x 12 months = $9,360.00

2) 15% = $8,499.15 /yr (based on 1a)
($9,999 - 1,499.85)
13.62 hrs./wk or 54.48 hrs./ month
54.48 @ 13.00/hr = $708.24/month

3) 30% = $6,000.24/yr (based on 1b)
($9,999 – 2,999.70)
9.61 hrs/wk or 38.47 hrs/month
$500.11//month

B) Proposed Rental Fee for 20 Boxes = $20/month or $240/yr.(negotable)
20 boxes @ $1.00/box

C) Propose purchase of file cabinet for approx. $75 to reduce space of (approx 5 boxes)

D) Proposed Budget for Board Meeting Refreshments & Paper/Plastic Goods
Approximately $18/month x 12 months = $216.00/yr
Per Board Member: $25.92 per/year or $2.16 per/month
(I didn't include extra meetings because typically refreshments carry over into each meeting. (Total doesn't include annual meeting)

E) Proposed Budget for Office Supplies $600 - $1,200/year
Hard to determine as all petty cash sheets could not be located in Treasurer files and secretarial supplies are integrated w/other GLA supplies. Ongoing supplies amount to approx $50-$100 per month depending on projects (includes paper, copying, everyday postage, & printer cartridges). Mailings to landowners are not included in this budget.

? F) 117.00 – Independent contractors licence

PREVIOUS SECRETARIAL SALARY
MARCH 2002 – DECEMBER 2004

2002 $ 6,018 yearly income ($12/hr)
Mar - Jan

2003 $ 7,103 yearly income ($12/hr) or $592/month

2004: 8,810 ($12,00/hr) or $735/month
Average 15 ½ hrs/wk
Average 61.25 hrs./month @ $12.00/hr = $735/month

5/2/05 MG

GLA Chart of Accounts

Accounting Codes: Content

Code	Account	Type	Description
100	**100. Assessment Fees**	Income	
101	Dwelling Prior to 2000	Income	
102	Dwelling 2000	Income	
103	Dwelling 2001	Income	
104	Dwelling 2002	Income	
105	Dwelling 2003	Income	
106	Dwelling 2004	Income	
107	Dwelling 2005	Income	
125	Land Prior to 2000	Income	
126	Land 2000	Income	
127	Land 2001	Income	
128	Land 2002	Income	
129	Land 2003	Income	
130	Land 2004	Income	
131	Land 2005	Income	
108	Land 3 Years+ Past Due	Income	
150	GAV	Income	Golden Age Village Assessment Fees
160	Finance Chgs Late Accnts	Income	Past Due Assessment Fees
161	Penalties Late Accnts	Income	Past Due Assessment Fees
200	**200. Architectural Fees**	Income	
201	Dwelling	Income	House Construction Application, Mobile Home Application, Well, Driveway, Septic, Additions and Structrures
202	Subdivision	Income	Subdivision Application, Road, Well, Driveway
203	Sanitation Bonds	Income	Refundable Bond Fee
204	Commercial	Income	Commercial Construction Application
205	Variances	Income	Major & Minor Variance Application
206	Miscellaneous	Income	Application Expediting Fee
300	**300. Roads**	Income	
301	CUT	Income	Church Universal & Triumphant Loan Payment
302	Knap Weed Refund	Income	Western States Knapp Weed Refund
400	**400. Liens**		GLA Fee Charged to Landowner for Filing a Lien
500	**500. Interest Earned**	Income	Savings Account
600	**600. Reimbursed Expenses**	Income	
700	**700. Other Income**	Income	
A00	**A. Roads & Weeds**	Expense	
A01	Contractors – Road Mntnce	Expense	Grading, Gravel, Sanding
A02	Contractors – Snow Removal	Expense	Snow Plowing, Snow Fences
A03	Contractors – Weed Control	Expense	Noxious Weed Spraying
A04	Travel	Expense	Inspect Roads and Weeds ($0.37 per mile)
A05	Equipment	Expense	Maintenance, Insurance, Registration
A06	Discounts – Weed Control	Expense	GLA Landowner Program (3-year Contact)
A07	Road Improvement Loan	Expense	Note to 1st National Bank of the Rockies
A08	Administration	Expense	Correspondence, Postage, Materials, Supplies

GLA Chart of Accounts

Accounting Codes: Content

CODE	ACCOUNT	TYPE	DESCRIPTION
A00	**A. Roads & Weeds** (con't)	Expense	
A09	Legal Fees	Expense	
A10	Miscellaneous	Expense	Story Road Project
B00	**B. Architectural**	Expense	
B01	Contractors	Expense	Board Members (>12 hrs), Vendors
B02	Travel	Expense	Inspect Sites ($0.37 per mile)
B03	Refunds – Sanitation Bonds	Expense	After proof of land reclamation
B04	Administration	Expense	Correspondence, Postage, Materials, Supplies
B05	Legal Fees	Expense	
B06	Miscellaneous	Expense	
C00	**C. Complaints**	Expense	
C01	Contractors	Expense	Board Members (>12 hrs), Vendors
C02	Travel	Expense	Inspect Sites ($0.37 per mile)
C03	Administraton	Expense	Correspondence, Postage, Materials, Supplies
C04	Legal Fees	Expense	Injunctive Relief
C05	Miscellaneous	Expense	
D00	**D. Recreation**	Expense	
D01	Contractors	Expense	Board Members (>12 hrs), Vendors
D02	Travel	Expense	Inspect Sites ($0.37 per mile)
D03	PVRC	Expense	Park Electric, Insurance, Contributions
D04	Administration	Expense	Correspondence, Postage, Materials, Supplies
D05	Legal Fees	Expense	
D06	Miscellaneous	Expense	
E00	**E. Master Plan**	Expense	
E01	Contractors	Expense	Board Members (>12 hrs), Vendors
E02	Travel	Expense	Inspect Sites ($0.37 per mile)
E03	Administration	Expense	Correspondence, Postage, Materials, Supplies
E04	Legal Fees	Expense	
E05	Miscellaneous	Expense	
F00	**F. Website**	Expense	
F01	Contractors – Dev & Mtce	Expense	
F02	Miscellaneous	Expense	URL Web Fee
G00	**G. Liens**	Expense	
G01	Lien Filing	Expense	Fee to File a Lien
G02	Travel	Expense	Research, Filing/Releasing Liens, (.374 per mile)
G03	Administration	Expense	Correspondence, Postage, Materials, Supplies
G04	Miscellaneous	Expense	
H00	**H. Discounts**	Expense	
H01	Assessment Fees	Expense	Annual Landowner Early Payment Discount
J00	**J. Other Projects**	Expense	
J01	Fire Protection	Expense	
J02	Water Reservoir	Expense	

GLA Chart of Accounts

Accounting Codes: Content

CODE	ACCOUNT	TYPE	DESCRIPTION
K00	**K. General Operating Exp**	Expense	
K01	Contractors – Admin Secretary	Expense	Fee for Services Rendered
K02	Contractors - Bookkeeper	Expense	Fee for Services Rendered
K03	Contractors - Accountant	Expense	Fee for Services Rendered
K04	Contractors – Database Mgr	Expense	Fee for Services Rendered
K05	Contractors - Attorney	Expense	Fee for Services Rendered
K06	Office Supplies	Expense	Letterhead, envelopes, copy paper, labels, file folders, etc.
K07	Postage and Delivery	Expense	Stamps, Certified Mail, Registered Mail, Shipping
K08	Board Meetings	Expense	Photocopies, Refreshments, Rent
K09	Bank Service Charges	Expense	Account Service Charges, Safe Deposit Box
K10	Petty Cash Advance	Expense	
K11	Rent	Expense	Other than Board Meetings
K12	Insurance	Expense	GLA Liability Insurance
K13	Taxes	Expense	Park County Property Taxes
K14	Licenses and Permits	Expense	Corporate License Fee, Secretary of State Annual Report
K15	Equipment Repair	Expense	Computer, Copier
K16	Equipment Rentals	Expense	
K17	Equipment Purchases	Expense	Snow Plow/Sander Truck
K18	Depreciation Expense	Expense	
L00	**L. Other Expense**	Expense	
L01	Miscellaneous	Expense	

Architectural Budget
2005

Average number of projects per year	41
Estimated average yearly income from non-refundable fees (does not include application fee)	$3,240
Hours of time spent to process by board members	163

OPTION 1:

Cost of hours spent @ $15/hr	$2,445
Net income from Architectural	**$795**

OPTION 2:

Cost of hours spent @ $12/hr	$1,956
Net income from Architectural	**$1,284**

OPTION 3:

Cost of hours spent @ $6/hr	$978
Net income from Architectural	**$2,262**

5/4/05

Preliminary Architectural Fee Schedule
(Revised 5/1/05)

This fee schedule was created by keeping in mind some important factors. One of these is the impact that certain projects have on our roads, which has a direct influence on the costs to maintain them. The other factor is the time involved in processing various types of applications: as board members spend time on research, visiting build sites, phone calls, etc. these hours can easily become billable hours and cost money for the GLA.

In addition to these factors, we recommend that the Board take a flexible position regarding these fees and be willing to consider a fee reduction or waiver when circumstances warrant this.

As a starting point, we recommend that we continue to have a $25 processing fee for all applications. In some cases, we will also require the fully-refundable sanitation bond. This procedure is important to maintain due to the incentive it gives the landowner to clean-up after his construction, and to take the often over-looked step of asking for final approval when the project is complete.

Following is a breakdown of various types of projects and their recommended fees.

Description	Recommended Fee (beyond $25)	Sanitation Bond
1. House Construction	$125	$250
This type of project requires heavy use of our roads. Vehicle traffic from contractors and delivery trucks can be ongoing for several months. The project usually requires a full review of plans by the committee, a visit to the build site, phone calls to landowner to clarify or acquire needed information, etc.		
2. Well	$25	$100
This requires some heavy equipment on the roads, but only briefly.		
3. Driveway	$25	$100
Brief use of heavy equipment on roads.		
4. Septic	$25	$100
Brief use of heavy equipment on roads.		
5. Package for House, Well, Driveway, Septic	$150	$250
It is common for these activities to be part of the same project. There is some time savings for the committee to review the application so we pass on a savings of $25		
6. Additions & Structures under 200 s.f.	$0	$0
This category is for small buildings such as barns, sheds, garages, etc. They do not have much impact on our roads.		
7. Additions & Structures 200–800 s.f.	$50	$250
These are mid-size building projects and have some impact on our roads, but not a great amount.		
8. Additions & Structures over 800 s.f.	$75	$250
These are more major building projects and could have a fair impact on our roads, but not as much as a house project.		

GLA 01925

9. Mobile Home	$75	$100
This type of project has a fairly low impact on our roads since the house is already constructed. It is important to make sure the site is cleaned up after installation.		
10. Subdivision	$75	$200
This type of project usually has very little impact on our roads. Mostly requires committee review time to inspect site, acquire and review necessary maps/paperwork.		
11. Road	$125	$100
Roads are usually built to serve multiple dwellings, or multiple lots in a subdivision, and require varying degrees of road use for heavy equipment such as a grader, excavator, backhoe and gravel trucks. There may also be a fair amount of committee time involved.		
12. Commercial/Institutional/Other	$250–$500	$250
This type of project is given a range because it can become a very heavy use of our roads depending on the size of the construction and length of time to build. It also may require a fair amount of committee review time due to considerations for parking, impact on neighbors, etc.		
13. Fence	$0	$0
14. Sign Permit	$0	$0

GLA 01926

15. Variance

Variances will be categorized as follows:

a) Minor Variance $0 $0

Requires no extra road usage, creates no conflict with neighbors.

b) Major Variance ± $150 $0

Varying degrees of research, possible letters being sent to neighboring landowners, neighborhood meetings, phone calls, follow-up letters.
The initial payment of $150 would include:

1 mailing ($35–$70)
1 neighborhood meeting ($80)
1 follow-up letter ($35–$70)

The fee will vary depending on which services are required to handle the situation. The board will recommend a plan of action to the landowner who will then review and approve the plan before the board takes action.

16. Expediting Fee for processing application $100

If approval is needed prior to the monthly board meeting, the applicant has the option to pay an extra fee to have the committee process the paperwork outside of the meeting for a more timely response. This type of request involves a fair amount of committee time and project management including multiple phone calls, scanning of documents for e-mailing purposes, assisting landowner with application if not complete, composing letter in order to present application to board via e-mail or by personal delivery of documents, etc.

17. Road Use Fee for businesses with employees $132/yr

One assessment for every four employees who use the roads to travel to/from work. Businesses can create heavy road use in addition to employees, delivery trucks (FEDEX & UPS) can be a daily occurrence.

GLA 01927

Chip Sealing and Placing Gravel Along the Edge of the Paved Roads in NG and Upgrading Roads in High South

5/2/2005

North Glastonbury:

Chip Sealing NG roads

Length:	3.2 miles				
No. Square feet:	405,504 sf				
Cost per square feet:	$0.15				
Cost of chip Sealing:	$60,826				

Add gravel along side roads

Length:	1.6 miles				
No. of yards of gravel:	209	Based on	2 inches thickness	4 feet wide	
Cost per yard:	$10				
Cost of Gravel:	$2,086				
Cost of grading:	$3,000				
				Yrly Pmt	**Assessment Increase**
Total Cost for NG rds	$65,912		**Loan Costs:**	**-$16,726**	**-$90.41**

South Glastonbury:

Raise and widen Hercules:

Length:	0.25 mi				
No. of yards of gravel:	1,173	Based on	12 inches thickness	24 feet wide	
Cost per yard:	$10				
Cost of Gravel:	$11,733				
Cost of grading:	$3,000				

Add Top surfacing

Length:	0.5 mi				
No. of yards of gravel:	782	Based on	4 inches thickness	24 feet wide	
Cost per yard:	$10				
Cost of Gravel:	$7,822				
Cost of grading:	$3,000				
				Yrly Pmt	**Assessment Increase**
Total Cost for NG rds	$25,556		**Loan Costs:**	**-$6,485**	**-$35.25**

Grand Total:	**$91,467**	**Yearly Payments:**	**-$23,211**	
		Qtrly Payments:	**-$5,803**	

Notes:

Chip seal based on single estimated cost from contractor which was $0.13 to $0.15 per square foot

Loan payment cost are based on 8.5% interest rate and a 5 year loan

Loan payment costs based on 8.5% rate and a 15 year loan is approximately 1/2 of the indicated figures

Glastonbury Landowners Association, Inc.
2004 BUDGET

5/1/2005

INCOME:	Expected 2,004 Income	Rec'd/ thru Aug 04	Percent Rec'd/
A. General Income	**2,800**	**3,022.18**	108%
A.1 Church, for Road Paving Loan	2,550	1,143.48	45%
A.2 Interest Income	50	18.70	37%
A.3 Sanitation Bond Account	100	1,750.00	1750%
A.4 General Income, Other	100	110.00	110%
B. Assessements	**70,720**	**63,381.34**	90%
B.1 Dwelling Assessment, 1997	0	0.00	-
B.2 Dwelling Assessment, 1998	0	120.00	-
B.3 Dwelling Assessment, 1999	0	120.00	-
B.4 Dwelling Assessment, 2000	200	304.00	152%
B.5 Dwelling Assessment, 2001	300	395.00	132%
B.6 Dwelling Assessment, 2002	800	1,122.18	140%
B.7 Dwelling Assessment, 2003	2,600	2,236.40	86%
B.8 Dwelling Assessment, 2004	20,200	17,841.66	88%
B.9 GAV Assessment	5,880	5,880.00	100%
B.10 Land Assessment, 1998	0	120.00	-
B.11 Land Assessment, 1999	0	120.00	-
B.12 Land Assessment, 2000	500	304.00	61%
B.13 Land Assessment, 2001	800	515.00	64%
B.14 Land Assessment, 2002	1,500	1,362.18	91%
B.15 Land Assessment, 2003	4,800	2,896.39	60%
B.16 Land Assessment, 2004	33,140	29,924.53	90%
B.17 Assessments, Other	0	120.00	-
C. Late Fees/Finance Charges	**2,100**	**1,376.04**	66%
C.1 Finance Charges	1,800	1,140.14	63%
C.2 Penalties	300	235.90	79%
Total Income	**75,620**	**67,779.56**	90%

Glastonbury Landowners Association, Inc.
2004 BUDGET

5/1/2005

EXPENSES:	2,004 Budget	Spent thru July 04	Percent Spent
A. Business Expenses	**6,570**	**5,458.19**	83%
A.1 Banking Costs	100	29.00	29%
A.2 Insurance	4,500	4,487.19	100%
A.3 Licenses	30	15.00	50%
A.4 Lien Filing	600	102.00	17%
A.5 Rentals	400	115.00	29%
A.6 Sanitation Bond Refunds	700	250.00	36%
A.7 Taxes	240	50.00	21%
A.8 Business Expenses, Other	0	410.00	-
B. Office Expenses	**2,200**	**3,026.91**	138%
B.1 Coping	750	872.50	116%
B.2 Postage	550	978.58	178%
B.3 Office Supplies	500	210.36	42%
B.4 Misc. Expences	100	678.98	679%
B.5 Refreshments	300	286.49	95%
B.6 Petty Cash account	0	0.00	-
C. Professional Fees	**22,500**	**15,385.02**	68%
C.1 Accountant	100	105.00	105%
C.2 Bookkeeper	3,000	1,935.50	65%
C.3 Legal Council	***3,400***	***1,405.25***	41%
C.3.1 PVRC	400	275.00	69%
C.3.2 48 NG Lawsuit	200	176.90	88%
C.3.3 32D NG Lawsuit	1,800	0.00	0%
C.3.4 Legal Council, Other	1,000	953.35	95%
C.4 Secretary	7,500	5,394.00	72%
C.5 Professional Fees	***8,500***	***6,545.27***	77%
C.5.1 Independent Contractors	6,700	4,504.37	67%
C.5.2 Treasurer	600	732.50	122%
C.5.3 Web Site	1,200	1,308.40	109%
C.6 Professional fees, Other	0	0.00	-
D. Road Repairs & Maintenance	**47,404**	**28,530.96**	60%
D.1 Loan Payment	30,000	22,668.96	76%
D.2 Road Maintenance	***4,100***	***327.50***	8%
D.2.1 Misc Maintenance	1,500	282.50	19%
D.2.2 Misc Supplies	300		0%
D.2.3 Weed Control	2,300	45.00	2%
D.3 Road Grading	6,300	2,767.50	44%
D.4 Snow Removal	***7,004***	**2,767.00**	40%
D.4.1 Snow Plowing	3,000	1,552.50	52%
D.4.2 Sanding	1,500	1,012.00	67%

Glastonbury Landowners Association, Inc.
2004 BUDGET

5/1/2005

EXPENSES:	Expected 2,004	Rec'd/ thru	Percent
D.4.3 Snow Fences	0	0.00	-
D.4.4 Materials, Sand	500	202.50	41%
D.5 Road Repairs & Maintenance, Other	0	0.00	-
E. General Expenses	**500**	**300.00**	60%
E.1 Cleanup Day	0	0.00	-
E.2 Equipment Repair & Maintenance	200	120.00	60%
E.3 General Expenses, Other	300	180.00	60%
F. Misc. Projects	**5,440**	**6,911.63**	127%
F.1 Snow Plow Truck	3,740	4,811.44	129%
F.2 Master Plan	*0*	*565.96*	-
F.2.1 Legal Fees	0	0.00	-
F.2.2 Postage	0	0.00	-
F.2.3 Copies	0	45.96	-
F.2.4 Contractors	0	372.00	-
F.2.5 Master Plan, Other	0	148.00	-
F.3 Guard Rails	0	0.00	-
F.4 Recreation Area	1,700	1,534.23	90%
F.5 Misc. Projects, Other	0	0.00	-
Total Expenses	**84,614**	**59,613**	70%
Net Income	**-8,994**	**8,167**	

Glastonbury Landowners Association

Board Member Proxy Notification

I, Joanna Snyder

Give my proxy to Ronda Alexander

For the GLA Board of Directors Meeting on May 2nd, 2005
date

Joanna Snyder
signature

4/26/05
date

2005-06-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 6, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 6:50 p.m., at Golden Ratio Woodworks. Alyssa gave the opening prayer.
PRESENT: James Kozlik (President), Ronda Alexander (Vice-President), Joanna Snyder (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, , James Trisdale
ABSENT: Janet Naclerio (Secretary), David Tonkin
PROXIES: Edwin Johnston to JT (after 9:55 p.m.)
ALSO ATTENDING: Denise Orr (GLA administrative secretary); Landowners: Denise Diehl, Neil Kremer, Clare Parker, Leo and Dorothy Keeler.

2. **Disposition of the Minutes**

May 2, 2005 Meeting Minutes
MOTION: Orlando motioned and Ronda seconded to approve the May 2, 2005 meeting minutes. **Motion carried** with one abstention from Laura who was not present at May 2 meeting

3 **General Business**

3.1 Old Business. None

3.2 New Business

a. New Site for GLA Board meetings

Denise reported that the church in Emigrant could not offer their facilities for Board meetings. Thomas More School offered the fireplace room on Wednesday evenings, but at least two Board members would not be available on Wednesdays. The Board agreed to continue using Golden Ratio cafeteria and asked Denise to investigate how the GR meeting space might be improved.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Joanna Snyder, Treasurer. .

4.1.1 Old Business

a. 2005 Budget/ Communication to Landowners
b. Unexplained Expenses Report

4.1.2 New Business.

Joanna Snyder Resignation: Joanna announced her resignation from the GLA Board effective at the conclusion of the June 6, 2005 meeting. Joanna explained that her family will be moving outside of Glastonbury.

Replacement of Treasurer

The Board discussed the need for the Treasurer position to be filled immediately. JT was the only Board member to volunteer for this position. .

MOTION: Ronda motioned and Laura seconded to elect JT to fill the position of GLA Treasurer. **Motion carried** with on abstention from JT.

Board Review of 2005 Proposed Budget & Approved Items

Ronda facilitated the 2005 budget discussion. She distributed updated "2005 Fixed vs. Variable Expenses" (dated 6/4/05) worksheets to the Board and used flipcharts based on the recommendations of the Budget Subcommittee (Alyssa, JK and JT w/Ronda) for the cutting of expenses and increase of income. Discussion included reminder that per the GLA Bylaws, receipts and expenditures for the previous year and a budget for the forthcoming year must be presented at the Annual Landowners Meeting each November. The Board agreed to approve the following for implementation in 2005: *(Approved items for implementation in 2006 will be listed on a separate addendum for Board members.).*

- **Formation of a Finance Committee:** A committee will be formed to determine a proposal for the 2006 budget. The 2006 budget will be presented at the GLA annual meeting in November 2005.

- **Approved Recommendations - to Increase 2005 Income**

  Architectural

  a) Fee Schedule presented by Alyssa Allen

  b) Policy that assessments must be up-to-date before the Board will give approval to a project application.

  Roads

  Knap Weed Refund: JT agreed to handle collection of GLA's refund from the County.

- **Approved Recommendations – 2005 Expenses**

  Roads (Alyssa and JT volunteered to research the following)

  a) No "track" equipment on platted roads without GLA Board approval

  b) Bill contractor for damaged roads with copy to appropriate landowner. If bill is not paid, put lien on landowner's property.

  Complaints

  a) Proposed 2005 budget for complaints was not included in budget proposals. Board agreed that complaints should be transferred to neighborhoods with support and resources from GLA. (Laura volunteered to compile a committee from the community to help with complaints.)

  b) Determine ombudsman fee to GLA for resources. (see above).

  Master Plan

  a) Fund completion of MP by donationation/fundraiser

  b) Volunteers from community to assist in Master Plan development

  c) Community volunteers to be advisors to GLA Board

- **Cont., Approved Recommendations – 2005 Expenses**

Master Plan, cont.
d) Increase MP budget
MOTION: Charlotte motioned and Ronda seconded to place $1,000 that is no longer needed under "other expenses" into the Master Plan budget for MP mailing expenses. Discussion.
Motion carried with one objection.

Website Database
$200 approved for website software which will enable Edward to do simple changes to the website eliminating the need to hire Rudy Parker for this function.

Administrative Secretary.
a) Purchase xerox machine for $40
b) Fix photocopier/scanner, fax machine.
c) Use e-mail as primary communication w/GLA Board (meeting agendas, handouts for meetings, etc.)
d) Include multiple topics in landowner mailings
e) Volunteers assist in mass mailing projects

Bookkeeper
Implement petty cash procedure developed by Ronda

- **Recommendations – Miscellaneous 2005**

Board Member Payments
Board payment cap after 12 Hours volunteer time: Ronda and JK will develop suggestions for a cap and present to Board for approval at next meeting: Hours exceeding budget must be approved by Board even if under cap.

Community Communication - Approved for 2005/2006
a) Landowners vote on what assessments will pay for and organize GLA accordingly
    - GLA Covenants state roads are priority
    - Show landowners what it costs for all vs partial services
    - Include suggestions re: how landowners can contribute to honoring Covenants
b) Look at possible separate needs of the communities pf North & South Glastonbury

- **Approval of 2005 Budget**
  MOTION: Ronda motioned and JT seconded to approve the proposed 2005 budget as listed on 2005 Budget Worksheet (6/4/2005) with amendments agreed upon and listed above. **Motion carried.**

4.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise

4.2.1 Old Business

a. Status of Paul Rantallo cargo units. Tabled.

b. Status/Mediation for Zeman vs. Lot 33. Tabled.

4.2.2 New Business

a) Petitions Circulated by Denise Diehl in June 2005

Denise Diehl reported that a neighbor had posted a "For Sale" sign which stated that the neighbor's 20-acre property could be subdivided and condominiums and apartments built on the property. She is opposed to this type of development and stated that she remembered that the landowners attending the 2004 neighborhood meetings also opposed the construction of multi-unit dwellings. She distributed a description of two petitions that she had been circulating among landowners concerning this issue. She handed in xerox copies of signed petitions for GLA files. She intends to eventually contact all landowners with these petitions.

Petition 1 (56 signatures) states: "Because of the overwhelming consensus in the 2005 neighborhood meetings that the landowners in attendance did not want multi-unit dwellings built within Glastonbury, we the undersigned, petition the G.L.A. Board to pass a moratorium on the building of all multi-unit dwellings [condos, apartments, duplexes, triplexes, quadplexes] on G.S.A. land until such time as this action can be enforced by the power of the Land Use Master Plan. We request this moratorium be effective immediately."
The Board discussed the petition with Denise Diehl and Neil Kremer.
MOTION: Charlotte motioned and Joanna seconded that the GLA Board approve a moratorium on its approval of multi-family housing units until such time as this action can be enforced by the power of the Land Use Master Plan.
Discussion.
AMENDMENT: Revise the above motion by deleting "on its approval" and replacing it with "to deny approval" of multi family housing units.
AMENDED MOTION: Charlotte motioned and Joanna seconded that the GLA Board approve a moratorium which would deny approval of multi-unit dwellings until such time as this action can be enforced by the power of the Land Use Master Plan. **Motion carried.**

The Board agreed that the Park County Planning Commission should be informed of the above moratorium.

Petition 2 (49 signature) states:

"As landowners who empower the Board of Directors of the Glastonbury Landowners Association, we the undersigned are requesting that the G.L.A. Board pass a resolution before June 21, 2005 to:

Immediately include 2 representatives on the Land Use Master Plan Committee from each of the 2004 designated neighborhood groups and that these representative would be members of, and advisors to the current F.L.A. Land Use Master Plan Committee with the goal of 1) completing the LUMP document and 2) submitting it to a vote of the entire Association before August 1, 2005.

One person from each neighborhood would be appointed to call, or visit in person all homes or residents in their group. This person would ask for volunteers to serve on the LUMP Committee.

This issue has been delayed for over 6 ½ years. The Association members have not had any further opportunity for input or an update about the LUMP document since May, 2004.

It is past time to protect our interests in preserving the integrity of our community."

Discussion. Charlotte reviewed that the current Master Plan Committee was preparing a mailing to Landowners to ask for their feedback on the proposed changes to the Master Plan draft that are based on the neighborhood meeting results.

MOTION: Joanna motioned and Laura seconded that prior to the mailing of the proposed changes of the MP to the landowners (described by Charlotte above), the current Master Plan Committee should meet with the representatives from the neighborhood meetings and with the GLA Board to receive feedback. **Motion carred** with two opposed and one abstention.

b) Parcel 32-A (NG)/Edward Anderson Subdivision Application of 20 acres into 8 lots.
The Board discussed the possible conflict of density standards and the need to verify required setbacks. Edward agreed to have a surveyor determine setbacks and stated he will be developing covenants for each of the 8 lots.
MOTION: JT motioned and Alyssa seconded to approve Edward Anderson's Parcel 32-A (NG) subdivision application on the condition that the setbacks for the septic, drain field and wells meet GLA standards. **Motion carried** with 2 objections and one abstention.

4.3 Road & Weed Committee, James Trisdale (Chair)

4.3.1 Old Business

a. Establish completion date to install guard posts around High South fire fighting water tank. Tabled.

b. Status of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert. Tabled.

c. Status of Rantallo uncovering culvert Tabled.

4.3.2 New Business.

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). Tabled.
b. Neighborhood Watch Signs. Tabled.
c. Fire Pond on Arcturus & Virgo. Denise reported that our insurance carrier sent a notice of non-renewal due to SG fire pond and a new carrier was quoting a significantly higher fee for coverage. The Board discussed the possibility of closing down the pond if necessary to maintain our policy. JT will call our insurance agent to inquire about this change.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Joanna Snyder.

4.4.1 Old Business

a. Determine handling of pending Complaints. Tabled.
- Hansard Eyesore
- 32 (NG) Ullrich Eyesore
- Rakela's request for copy of tapes for meetings she attended in Jan, Feb & Mar
- Everett Johnston outstanding letters
- E. Schieffelin: vehicles on 38-A (NG)

b. Attorney's response to Rakela full-petition request and action taken. Tabled.

4.4.2 New Business

Proposal: Complaint Procedure. Tabled.

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin

4.5.1 Old Business. None.

4.5.2 New Business. See 4.2.1

a. Master Plan Survey and Mailing. Tabled.

4.6 Recreation Committee: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate).

4.6.1 Old Business. Tabled.

a. Status of checking account for GLA Recreation Committee
b. Status of PVRC Phase I Special Committee: lease agreement & letter to Bob Wallace
c. Status of PVRC Phase II Special Committee.
d. Status of PVRC Survey approved by written vote
e. Status of PVRC Walkathon proposal

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson (Chair)

4.7.1 Old Business. None.

4.7.2 **New Business.** None.

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). No reports.

5. **Other Business.** Tabled.
   5.1 Old Business
   a) Shelter Insurance *[Orlando]*
   List of points to consider regarding shelter insurance

   b) Including Parcels in GLA. Tabled.
   Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury

   5.2 New Business. None.

6. **Open Floor and Comment Period.** Tabled.
   a. Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting
   b. Agenda items for future meetings
   c. What worked/what didn't; suggestions to improve meeting (Handouts)
   d. Revise Board Election form to include duties and skills needed
   e. Transition Plan for new Board Members

7. **Next Meeting and Adjournment**
   The meeting was adjourned at 10:30 p.m. with no further business. The next meeting will be held July 11, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

GB060605 *Denise:* Investigate improvement of meeting space. Done.

TR060605.1 *Denise:* Memo to Bank of Rockies re: new Treasurer & signatures. Cancelled due to Board's new votes for Treasurer and Vice President. Done.

TR060605.2 *Board:* Elect a finance committee to prepare proposals for 2006 budget.

TR060605.3 *Alyssa:* Incorporate new fee schedules/policies into project forms, place on website. snd send electronic files to Denise. Done.

TR060605.4 *Laura:* compile a community committee to assist with complaints.
Board ?:: implement transfer of handling complaints with community volunteers.
Board ?: determine ombudsman fee for handling complaints.

TR060605.5 *JT:* Request knapweed refund from the County.

TR060605.6 *Master Plan Committee:* Fundraise for Master Plan expenses..

TR060605.7 *Master Plan Committee:* Work w/neighborhood representatives to develop MP and consult prior to upcoming MP mailing

TR060605.8 *Ronda/Edward:* Purchase $200 software for website.

TR060605.9 *Ronda/Denise:* Purchase $40 xerox machine. Done.

TR060605.10 *Ronda/Denise:* Repair the photocopier/scanner, fax machine.

TR060605.11 *Ronda & JK:* Develop suggestions for Board payment cap after volunteering 12 hours and present to Board for approval at next meeting:

TR060605.12 *Board:* implement community communication issues as listed under 4.1.2, "Recommendations – Miscellaneous 2005, Community Communication."

TR060605.13 *Denise/Alyssa:* Inform Park County Planning Commission of Board moratorium on approval of muli-unit dwellings. Done.

AR060605 *Denise/Alyssa:* Send approval to Edward Anderson for subdivision application. Pending.

RW060605 *JT/Denise:* Contact insurance company re: SG fire pond. Done

NOTE: *Board:* Inform landowners via mailing and website re: new policies and schedules approved by Board for 2005 (architectural, roads, complaints, moratorium, etc.). See section 4.1.2 above.

2005-06-06_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 6, 2005

Report Time	Discuss Time		Respon. Party	Due Date
6		**1. Call to Order, Opening Prayer**		
		a. Opening Comments • Board Decisions	James	6-6-05
		2. Reading and Disposition of Minutes		
	5	**a.** May 2, 2005	Board	6-6-05
		3. General Business		
		3.1 Old Business		
		a. Complete list of all motions for the website	Denise	7-11-05
		3.2 New Business		
2		**a.** New Site for GLA Board meetings	Denise	6-6-05
		4. Report of Officers and Committees		
		4.1 Treasurer's Report		
		4.1.1 Old Business		
15	65	**a.** 2005 Budget/ Communication to Landowners	James/Ronda	6-6-05
2		**b.** Unexplained Expenses Report	Ronda	6-6-05
		4.1.2 New Business		
		a. None		
		4.2 Architectural Committee Report		
		4.2.1 Old Business		
2		**a.** Status of Paul Rantallo cargo units	Alyssa	5-2-05
2		**b.** Status/Mediation for Zeman vs. Lot 33	Alyssa/Ronda	6-6-05
		4.2.2 New Business		
		a. None		
		4.3 Road & Weed Committee Report		
		4.3.1 Old Business		
2		**a.** Establish completion date for installation of guard posts around High South fire fighting water tank	JT	5-2-05
2		**b.** Status of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert	JT	5-2-05
2		**c.** Status of Rantallo uncovering culvert	JT	5-2-05
		4.3.2 New Business		
2		**a.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	JT	5-2-05
2	5	**b.** Neighborhood Watch Signs	James	6-6-05
2		**c.** Fire Pond on Arcturus & Virgo	JT	6-6-05
		4.4 Complaint Committee Report		
		4.4.1 Old Business		
2	5	**a.** Determine handling of pending Complaints	Ronda	6-6-05
2		• Hansard Eyesore		
2		• 32 (NG) Ullrich Eyesore		

Report Time	Discuss Time		Respon. Party	Due Date
		4. Complaint Committee Report (con't)		
		4.4.1 Old Business		
2	5	• Rakela's request for copy of tapes for meetings she attended in Jan, Feb & Mar		
2		• Everett Johnston outstanding letters • E. Schieffelin: vehicles on 38-A (NG)	Ronda	5-2-05
2		**b.** Attorney's response to Rakela full-petition request and action taken		
		4.4.2 New Business		
2	5	**a.** Proposal: Complaint Procedure	Ronda	5-2-05
		4.5 Master Plan Committee Report		
		4.5.1 Old Business		
		a. None		
		4.5.2 New Business		
2	5	**a.** Master Plan Survey and Mailing	Charlotte	6-6-05
		4.6 Recreation Committee Report		
		4.6.1 Old Business		
2		**a.** Status of checking account for GLA Recreation Committee	Janet	6-6-05
2		**b.** Status of PVRC Phase I Special Committee: lease agreement & letter to Bob Wallace	David	6-6-05
2		**c.** Status of PVRC Phase II Special Committee	Janet	6-6-05
2		**d.** Status of PVRC Survey approved by written vote	Janet	6-6-05
2		**e.** Status of PVRC Walkathon proposal	Janet	6-6-05
		4.6.2 New Business		
		a. None		
		4.7 Web Site Committee Report		
		4.7.1 Old Business		
		a. None		
		4.7.2 New Business		
		a. None		
		4.8 Ombudsman Report		
		4.8.1 Old Business		
		a. None		
		4.8.2 New Business		
		a. None		
		5. Other Business		
		5.1 Shelter Insurance		
		5.1.1 Old Business		
2		**a.** List of points to consider regarding shelter insurance	Orlando	3-7-05
		5.1.2 New Business		
		b. None		

Report Time	Discuss Time			Respon. Party	Due Date
		5.	**Other Business** (con't)		
			5.2 Including Parcels in GLA		
			5.2.1 Old Business		
2			**a.** Filing resolution to include parcels 23-A (SG) and 14-A (NG) in Glastonbury	David	3-7-05
			5.2.2 New Business		
			a. None		
		6.	**Open Floor Comment Period**		
2	5		**a.** Review what will be adopted/modified from the Robert's Rules of Order handout distributed at the 3-7-05 meeting	David	4-4-05
2			**b.** Agenda items for future meetings	James	6-6-05
	5		**c.** What worked/what didn't; suggestions to improve meeting (Handouts)	James	6-6-05
			d. Revise Board Election form to include duties and skills needed	Ronda	9-5-05
			e. Transition Plan for new Board Members	Ronda	9-5-05
		7.	**Next Meeting and Adjournment**		
			a. Next meeting July 11, 2005 at 6:45PM in the Golden Ratio Cafeteria		
3 hrs	**0 min**		**Allocated Meeting Time**		

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "6. Open Floor Comment Period".

Glastonbury Landowner's Association

2005 Fixed vs. Variable Expenses

Amount	Fixed Budget Expenses	Notes	Amount	Variable Budget Expenses	Notes
1,600.00	**A00. Roads & Weeds** A05. Equipment Reg & Ins	Truck Registration & Insurance	28,170.00	**A00. Roads & Weeds** A01. Roads; A02. Snow; A03. Weeds; A04. Travel; A06. Equip Mtce	
30,230.00	A08. Road Improvement Loan #1	Original Loan for Paving Main Arteries	2,783.00	**B00. Architectural** B01. Contractors; B02. Travel; B04, Admin; B05. Legal	Projected expenses after the Architectural Fee Schedule is implemented
240.00	**F00. Website** F02. URL Fee	$20.00 per month	141.00	**C00. Complaints** C04. Legal Fees	Expense incurred before 2005 Budget preparation
105.00	**K00. General Operating Exp** K03. Accountant	Tax Preparation	2,200.00	**D00. Recreation** D03. PVRC	D03 = Liablity Insurance & Electricity
50.00	K09. Bank Service Charges		260.00	**F00. Website** F01. Dev & Mtce	F01 = 2 hrs monthly @ $20.00 per hour
4,500.00	K12. Insurance	Liability Insurance	1,900.00	**G00. Liens** G01. Lien Filing; G02. Travel; G03. Admin	Based on actual expenses incurred in 2004
200.00	K13. Taxes	Property Taxes	562.00	**H00. Discounts** H01. Assessment Fees	Landowner Discount for Early Payment
75.00	K14. Licenses & Permits	Corp License Fee; State Annual Report	1,000.00	**J00. Other Projects** J01. Fire Protection; J02. Water Reservoir	
			18,321.00	**K00. General Operating Exp** A01. Admin Sec; A02. Bookkeeper; K04. Database; K05. Attorney; K06. Office Supplies; K07. Postage; K08. Board Mtgs; K18. Misc	
			538.00	**L00. Other Expenses** L01. Misc	Unexplained Expenses
37,000.00			**55,875.00**		

GLA 01946

Glastonbury Landowner's Association

2005 Fixed vs. Variable Expenses

2005 Expenses vs. Income			2005 Budget Cuts		
Amount	**Description**	**Notes**	**Amount**	**Description**	**Notes**
37,000.00	Total Fixed Expenses	Total Fixed Expenses will increase by the amount of the New Road Improvement Loan	8,600.00	Complaints	Implement Proposal to push complaints out to the neighborhoods
55,875.00	Total Variable Expenses		1,400.00	Master Plan	Fund through donations
92,875.00	**Total 2005 Expenses**		500.00	Website	Only maintain Website this year
92,875.00	**Total 2005 Income**	Total Income must increase by amount of New Road Improvement Loan	4,000.00	Road Maintenance	Reduced $18,000 to $14,000 leaving only $10,000 due to 2004 expense paid in 2005
0.00	**2005 Balanced Budget**		**14,500.00**	**Slashed from 2005 Budget**	

2005 Budgeting Process

"Notice of Annual Meetings of Members...The Board shall cause a copy of a statement to simultaneously be prepared showing receipts and expenditures for the preceeding fiscal year."

GLA By-Laws
Page 13-F

2006 Budgeting Process

"Notice of Annual Meetings of Members shall be accompanied by the estimated budget of capital and operating expenses for the forthcoming fiscal year."

GLA By-Laws
Page 13-F

GLA 01947

Glastonbury Landowner's Association

2005 BUDGET WORKSHEET

Income Category	Income Received Jan-May 2005	Projected Income Jan-Dec 2005	Uncollected Income Jun - Dec 2005	Notes
100. Assessments				
101. Dwelling Prior to 2000				
102. Dwelling 2000				
103. Dwelling 2001				
104. Dwelling 2002	118.88			
105. Dwelling 2003	408.50			
106. Dwelling 2004	2,922.58			
107. Dwelling 2005	18,758.71	28,765.00	6,556.33	
125. Land Prior to 2000	120.00			
126. Land 2000	120.00			
127. Land 2001	120.00			
128. Land 2002	199.44			
129. Land 2003	688.70			
130. Land 2004	2,277.29			
131. Land 2005	32,509.98	48,840.00	12,804.59	
150. Golden Age Village	6,027.00			
160. Finance Chrgs Late Accounts	915.02	1,000.00	84.98	

GLA 01948

Glastonbury Landowner's Association

2005 BUDGET WORKSHEET

Income Category	Income Received Jan-May 2005	Projected Income Jan-Dec 2005	Uncollected Income Jun - Dec 2005	Notes
161. Penalties Late Accounts	127.68	150.00	22.32	
Total 100. Assessments	**65,313.78**	**78,755.00**	**13,441.22**	
200. Architectural Fees				
201. Application Fee	300.00			
202. Dwelling				House construction, mobile home, additions, well, driveway, septic
203. Subdivision				Subdivisions and roads
204. Sanitation Bonds	1,600.00			Should be in holding account, not included in income accounts
205. Commercial				Cottage Industries
206. Variances				Minor and major variances
207. Miscellaneous				Expediting Fee, fences, signs
Total 200. Architectural	**1,900.00**	**4,935.00**	**3,035.00**	
300. Roads				
301. CUT - Road Paving Loan	1,109.05	2,270.00	1,160.95	Qtrly payments
302. Knap Weed Refund				s/b included as an annual refund?
Total 300. Roads	**1,109.05**	**2,270.00**	**1,160.95**	
400. Liens	50.00	100.00	50.00	Lien processing fee paid through the sale of property
Total 400. Liens	**50.00**	**100.00**	**50.00**	
500. Interest Earned	127.72	55.00	(72.72)	1st National Bank of Rockies Savings Account

Glastonbury Landowner's Association

2005 BUDGET WORKSHEET

Income Category	Income Received Jan-May 2005	Projected Income Jan-Dec 2005	Uncollected Income Jun - Dec 2005	Notes
161. Penalties Late Accounts	127.68	150.00	22.32	
Total 100. Assessments	**65,313.78**	**78,755.00**	**13,441.22**	
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201. Application Fee	300.00			
202. Dwelling				House construction, mobile home, additions, well, driveway, septic
203. Subdivision				Subdivisions and roads
204. Sanitation Bonds	1,600.00			Should be in holding account, not included in income accounts
205. Commercial				Cottage Industries
206. Variances				Minor and major variances
207. Miscellaneous				Expediting Fee, fences, signs
Total 200. Architectural	**1,900.00**	**4,935.00**	**3,035.00**	
300. Roads				
301. CUT - Road Paving Loan	1,109.05	2,270.00	1,160.95	Qtrly payments
302. Knap Weed Refund				s/b included as an annual refund?
Total 300. Roads	**1,109.05**	**2,270.00**	**1,160.95**	
400. Liens	50.00	100.00	50.00	Lien processing fee paid through the sale of property
Total 400. Liens	**50.00**	**100.00**	**50.00**	
500. Interest Earned	127.72	55.00	(72.72)	1st National Bank of Rockies Savings Account

GLA 01950

Glastonbury Land[illegible]ner's Association

2005 BUDGET WORKSHEET

Income Category	Income Received Jan-May 2005	Projected Income Jan-Dec 2005	Uncollected Income Jun - Dec 2005	Notes
Total 500. Interest Earned	**127.72**	**55.00**	**(72.72)**	
600. Reimbursed Expenses	-			
Total 600. Reimbursed Expenses	-			
700. Other Income				
701. Miscellaneous	9.47	100.00	90.53	
Total 700. Other Income	**9.47**	**100.00**	**90.53**	
Subtotal	68,510.02	86,215.00		
Out of Balance Amount	135.84			Adjustment to Income to Balance with Bank
Cash on Hand - Checking Account	6,661.07	**6,660.00**		Balance Forward from 2004 to 2005
Subtotal	75,035.25			
Total Working Income	**73,435.25**	**92,875.00**	**19,439.75**	Adjustment to Income -$1,600.00 Sanitation Bond Money Deducted
Reserve Funds In Savings		7,850.00		" ...the Association may establish, maintain and carry over from year to year any reserve funds or special purpose funds for improvements, equipment purchases or for any other purpose pursuant to these covenants." *Covenants Page 24 Section 11.05*

GLA 01951

Glastonbury Landowner's Association

2005 BUDGET WORKSHEET

Expense Category	Expenses Paid Jan-May 2005	Projected Expenses Jan-Dec 2005	Outstanding Expenses Jun - Dec 2005	Notes
A00. Roads & Weeds				
A01. Contractors - Road Mtce	3,971.50	14,000.00	10,028.50	NG - Sirius Way & Gemini Rd subsidized by CUT; SG - all dirt roads
A02. Contractors - Snow Removal	3,140.12	5,000.00	1,859.88	Based on expenses thru Apr 2005 and projected 2005 winter
A03. Contractors - Weed Control		8,000.00	8,000.00	NG & SG Spring & Fall at 2003 prices quoted by Range Tect
A04. Travel	20.00	-	(20.00)	
A05. Equipment Reg & Ins	832.50	1,600.00	767.50	Truck Registration & Insurance
A06. Equpiment Mtce	358.85	360.00	1.15	
A07. Discounts - Weed Control		-	-	Landowner Refund for 3-year Contract with Licensed Weed Sprayer: 25% of invoice with $50.00 maximum per year
A08. Road Improvement Loan	15,112.64	30,230.00	15,117.36	
A09. Administration		300.00	300.00	Mailing about Chip Sealing, Gravel & road upgrads for NG/SG
A10. Legal Fees		-	-	
A11. Miscellaneous	510.00	510.00	-	
Total A00. Roads & Weeds	**23,945.61**	**60,000.00**	**36,054.39**	
B00. Architectural				
B01. Contractors		1,900.00	1,900.00	33 hours @ $12.00 per hour = $396; 100 hours @ $15 per hour = $1,500
B02. Travel		200.00	200.00	Site visits; research trips to Park County
B03. Sanitation Bonds Refund	250.00	-	-	Should be in holding account, not included in expense accnts
B04. Administration		600.00	600.00	Copying applications, County plat maps, correspondence, etc.

GLA 01952

Glastonbury Landowner's Association

2005 BUDGET WORKSHEET

Expense Category	Expenses Paid Jan-May 2005	Projected Expenses Jun-Dec 2005	Outstanding Expenses Jun - Dec 2005	Notes
B05. Legal Fees	82.87	83.00	0.13	
B06. Miscellaneous		-	-	
Total B00. Architectural	**332.87**	**2,783.00**	**2,450.13**	
C00. Complaints				
C01. Contractors				
C02. Travel				
C03. Administration				
C04. Legal Fees	140.63	141.00	0.37	
C05. Miscellaneous				
Total C00. Complaints	**140.63**	**141.00**	**0.37**	
D00. Recreation				
D01. Contractors				
D02. Travel				
D03. PVRC	1,885.10	2,200.00	314.90	Liability Insurance and Electric bills
D04. Administration				
D05. Legal Fees				Do we need to budget for legal review of By-Laws, etc?
D06. Miscellaneous				
Total D00. Recreation	**1,885.10**	**2,200.00**	**314.90**	

GLA 01953

Glastonbury Landowner's Association

2005 BUDGET WORKSHEET

Expense Category	Expenses Paid Jan-May 2005	Projected Expenses Jan-Dec 2005	Outstanding Expenses Jun - Dec 2005	Notes
E00. Master Plan				
E01. Contractors				
E02. Travel				
E03. Administration				
E04. Legal Fees				
E05. Miscellaneous				
Total E00. Master Plan		-	-	
F00. Website				
F01. Contractors - Dev & Mtce	319.90	500.00	180.10	Web Contractor Mtce: 2 hrs monthly @ $20.00 per hour = $480.00 Annually
F02. Website URL Fee	29.85			URL Monthly Fee = $20.00 x 12 = $240.00 Annually
F03. Software				
F04. Miscellaneous				
Total F00. Website	**349.75**	**500.00**	**150.25**	
G00. Liens				
G01. Lien Filing	612.00	1,800.00	1,188.00	11.5 hours/month @ $13.00 per hour - $149.50 monthly x 12 = $1,794.00 Annually
G02. Travel		100.00	100.00	Based on 2004 expenses
G03. Administration				
G04. Miscellaneous				

GLA 01954

Glastonbury Land[illegible]ner's Association

2005 BUDGET WORKSHEET

Expense Category	Expenses Paid Jan-May 2005	Projected Expenses Jan-Dec 2005	Outstanding Expenses Jun - Dec 2005	Notes
Total G00. Liens	**612.00**	**1,900.00**	**1,288.00**	
H00. Discounts				
H01. Assessment Fees	561.11	562.00	0.89	Exact Amount for 2005
Total H00. Discounts	**561.11**	**562.00**	**0.89**	
J00. Other Projects				
J01. Fire Protection		500.00	500.00	
J02. Water Reservoir		500.00	500.00	
Total J00. Other Projects		**1,000.00**	**1,000.00**	
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,700.00	8,750.00	7,050.00	56 hours/month @ $13.00 per hour - $728.00 monthly x 12 = $8,736.00 Annually
K02. Contractors - Bookkeeper	2,928.46	4,350.00	1,421.54	17 hours/month @ $15.00 = $255 monthly x 12 = $3,060.00 Annually; 2005 includes $1,390.00 for transition to new bookkeeper and setting up new Accounting
K03. Contractors - Accountant	105.00	105.00	-	Tax Preparation Fee
K04. Contractors - Database		650.00	650.00	$150 - set-up keyword database; $500 initial input to database
K05. Contractors - Attorney		500.00	500.00	
K06. Office Supplies	419.44	1,200.00	780.56	$100 per month; includes bookkeeper, admin sec & board members
K07. Postage & Delivery	205.66	1,800.00	1,594.34	Based on 2004 exp from bookkeeper, admin sec & board members
K08. Board Meetings	1,469.12	650.00	(819.12)	includes room rent, refreshments, admin for mo & annual mtgs
K09. Bank Service Charges	12.50	50.00	37.50	Safe Deposit Box and Checking Service Charges

GLA 01955

Glastonbury Land[illegible]ner's Association

2005 BUDGET WORKSHEET

Expense Category	Expenses Paid Jan-May 2005	Projected Expenses Jan-Dec 2005	Outstanding Expenses Jun - Dec 2005	Notes
K10. Petty Cash Advance		-	-	
K11. Rent		-	-	
K12. Insurance		4,500.00	4,500.00	GLA Liability Insurance
K13. Taxes	69.94	200.00	130.06	Property Taxes
K14. Licenses & Permits	66.25	75.00	8.75	Corporate License Fee, Secretary of State Annual Report
K15. Equipment Repair & Mtce		140.00	140.00	Repair Photocopier, Scanner, Fax Machine
K16. Equipment Rental		-	-	
K17. Equipment Purchases		141.00	141.00	$75 - file cabinet for storing papers
K18. Miscellaneous		140.00	140.00	$1 per box x 20 boxes of old GLA files = $20.00 monthly x 12 = $240.00 Annually
Total K00. General Operating Expenses	**6,976.37**	**23,251.00**	**16,274.63**	
L00. Other Expenses				
L01. Miscellaneous	537.51	538.00	0.49	
Total L00. Other Expenses	**537.51**	**538.00**	**0.49**	
Total Expenses	**35,340.95**	**92,875.00**	**57,534.05**	
Projected Income	92,875.00	92,875.00		
Projected Income (-) Expenses Paid	**57,534.05**			
Expense Budget (-) Projected Income		-		

■ Fixed Expense

GLA 01956

6/6/05
9:55 pm

I hereby give James Truesdale my proxy vote for the remainder of the meeting

Edwin Johnson

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 11, 2005

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by James Kozlik at 7:10 p.m., at Golden Ratio Woodworks. Alyssa gave the opening prayer.

PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Ronda Alexander (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson and Joanna Snyder.

ABSENT: Orlando Johnson, Charlotte Mizzi and David Tonkin.

PROXIES:

ALSO ATTENDING: Denise Orr (GLA administrative secretary); Landowners: Roger Zeman, Neil Kremer, Denise Diehl and Jeanne Campbell (Ombudsman).

a. Opening Comments

• Flipchart Motions & Actions

The Board agreed that the flipchart will not be used for recording motions, but will be used to note priority agenda items and/or to help illustrate agenda issues when necessary.

2. Reading and Disposition of the Minutes General Business.

a. May 16, 2005

The Board agreed to approve the May 16, 2005 minutes with amendments.

b. June 6, 2005

The Board agreed to approve the June 6, 2005 minutes with amendments.

3. General Business

3.1 Old Business

a. Complete list of all motions for the website. Tabled.

b. New Site for GLA Board meetings. A new site has not been found.

3.2 New Business

a. General Liability Insurance Status

JT and Denise reported that we have communicated with Western States Insurance by phone and letter to explain that the SG fire pond is not used for fishing, swimming or any other purpose other than a water reserve for a potential fire and that there are 7 "No fishing/No Swimming".signs posted around it. The Board discussed that new insurance policy, received from Western States on July 8; did not mention the fire pond and it offered an option for terrorism coverage.

MOTION: Ronda motioned and JT seconded that the GLA take the following actions concerning the new insurance policy offered by Western States Insurance: (1) Decline option for terrorist insurance; (2) JT to ask WST if our fire pond is included in the current policy renewal, and; (3) If the pond is covered in the new insurance policy, the GLA will renew the policy. Motion carried with one opposed.

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Approved: 08 08 05

b. Vice-President, Treasurer and Check Signer Positions

Election of New GLA Board Vice-President and Treasurer
Ronda reviewed that during the June 6, 2005 GLA Board meeting, JT had volunteered to take on the role of Treasurer due to Joanna Snyder's resignation as Treasurer. In the weeks following that meeting, the Board discussed that it would be more practical for JT to take on the Vice-President position and Ronda to take on the Treasurer position. The GLA Board voted via e-mail on July 3, 2005 to elect JT as Vice-President and Ronda as Treasurer.
MOTION: James Kozlik motioned and Alyssa seconded to approve James Trisdale (JT) as Vice- President and Ronda Alexander as Treasurer of the GLA Board of Directors. **Motion carried with one abstention on July 3, 2005.**

Approval of New Check Signers
The Board discussed updating its approval of the GLA Board co-signers on the GLA checking account.
MOTION: Edwin Johnson motioned and Alyssa Angelis seconded to approve the following GLA Board members to co-sign checks on the GLA checking account: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary) and Ronda Alexander (Treasurer). Previous co-signers who are not newly approved are no longer authorized to sign our checks. **Motion carried.**

c. Addressing Issues Between Board Meetings

d. Joanna Snyder's return to the GLA Board
Joanna Snyder reported that she will remain a Board member, but her resignation as Treasurer still stands.

4. Report of Officers and Committees

4.1 Treasurer's Report: Ronda Alexander, Treasurer. .

Ronda distributed copies of the following: "Annual Budget Variance Report, January through December 2005," "Unexplained Expenses Report, January through December 2005." (later should be corrected to "April" instead of "December"), "June 2005 Bank Transactions, " "May 2005 Bank Transactions."

4.1.1 Old Business. Tabled.

a. 2005 Budget/ Communication to Landowners. .
b. Unexplained Expenses Report. .

4.1.2 New Business. Tabled.

a. Bookkeeper Transition Status. .
b. 2006 Budget Committee. .

4.2 Architecture Subcommittee Report: Alyssa Allen (Chair), Laura Boise

4.2.1 Old Business

a. Implementation of Architectural Fees Schedule and Project Application Forms.
Alyssa explained that she updated the project application materials and created documents to assist Landowners to understand the fee schedules and details of the project application process. These documents are effective immediately and are posted on our website. Alyssa distributed copies of these to the Board to review, namely:
(1) Instructions Project Review Application Forms
(2) Choosing the Appropriate Forms for your Project Application
(3) Project Impact Fee Schedule
(4) Implementation of New Project Fee (letter to Landowners)
(5) Project Review Application Cover Sheet and Forms A – F (Form F, Request for Final Project Approval/Refund, is newly created.)
Alyssa asked the Board to review these documents and contact her if changes are suggested.

b. Status of Paul Rantallo cargo units. Tabled.

c. Status of Parcel 103 (SG) – Megan & George Heinz
The Board discussed in detail the issue of the driveway and the May 2, 2005 motion that indicated the Board's inclination to approve the house construction/driveway project if certain requirements were met. Alyssa had reservations concerning these requirements and the Board agreed to not send the requirements for approval at this point, but instead to have JT, Alyssa, and James Kozlik visit the Heinz' property to further study the situation. Areas of concern that came up were how Glastonbury residents could continue using the existing easement and how the new easement might impact fire truck access to Mountain Sky Guest Ranch, the adjoining property.

d. Status of Approval of Parcel 32A (NG) – Edward Anderson subdivision
Edward reported that he submitted a plat map as requested by the Board showing setback requirements were being met for wells and septic systems. The Board discussed the application and agreed to uphold its June 6, 2005 approval of the subdivision.

4.2.2 New Business

a. Landowner Petition for Density Standards

(1) Neil Kremer reported that his purpose for coming to the meeting was to request, on behalf of the Landowners, that the GLA Board immediately reconsider the current density standards, dated February 2, 2004, and change them to reflect the standards voted on in the neighborhood meetings in May 2004. He discussed with the Board the issue of concern amongst Glastonbury Landowners that the February 2, 2004 standards did not reflect the desires of the Landowners. Included in that concern was the 1-½ year delay in incorporating the feedback of the Landowners from the May 2004 Neighborhood Meetings into the GLA density standards.

(2) Neil submitted a petition with 58 signatures from North and South Glastonbury as well as revised Density Standards which states:

"We the undersigned Landowners of Glastonbury Petition the GLA Board to adopt and comply with the Subdivision Density Standards that the Landowners overwhelmingly voted for at the May 2004 GLA Neighborhood Meetings (see attached chart for Standards), and to approve no further development and subdivision proposals that do not adhere to and comply with these density standards and minimum acre requirements. This is to be effective immediately, and until such time as these subdivision standards can be voted upon and included in the Land Use Master Plan."

(3) The Board asked Neil to comment on the outcome of the meeting between representatives of neighborhood meetings and the Master Plan Committee Board as voted upon by the Board at the June 6, 2005 meeting. [See the June 6, 2005 Meeting Minutes, Section 4.2.2 (a) Petitions Circulated by Denise Diehl]. Neil reported that he left several voice messages with the Master Plan Committee Chairperson and had not received any responses as of July 11, 2005.

(4) Neil shared that there was some confusion about the vote on density standards in North Glastonbury neighborhood #1, as some of the landowners expressed that the results did not reflect what the landowners thought they voted on. Ronda Alexander supported what Neil said by stating that she observed disagreement between some of the landowners and leader and that the meeting ended without resolution of those disagreements.

(5) The Board reviewed and inserted revisions to the Subdivision Density Chart which are indicated **in bold** in the motion below. The Board inserted additional information, **also noted in bold**, into the blank columns within the chart.

MOTION: Joanna Snyder motioned and Ronda Alexander seconded to adopt and comply with the Subdivision Density Standards that the Landowners voted for at the May 2004 GLA Neighborhood Meetings as contained in the chart for Subdivision Density Standards that was revised by the Board at the July 11, 2005 meeting. These revisions are bolded in the following chart:

Location	Av. Acreage	Min. Acres	How many divisions on a 20 acre parcel
Lower N	2.85 to **4.0**	2.0 to **4.0**	7 to **5**
Lower S	2,85 to **4.0**	2.0 to **4.0**	7 to **5**
Lower Hilly N	3.3 to **4.0**	2.0 to **4.0**	6 to **5**
Lower Hilly S	3.3 to **4.0**	2.0 to **4.0**	6 to **5**
Upper Hilly S	**5**	4.0 to **5.0**	**4**
Upper Hilly N	**5**	**4.0**	**4**

MOTION, cont.
No further development and subdivision proposals will be approved by the GLA Board that do not adhere to and comply with these density standards and minimum acre requirements. This is to be effective immediately, and until such time as these subdivision standards can be voted upon by the Landowners and included in the Land Use Master Plan. **Motion carried with 2 abstentions.**

Procedure for Review of Variance Applications
Denise Diehl (landowner) asked the Board to allow the neighborhoods to be informed and given a voice when a landowner requests a variance to the density standards. This was also suggested at some of the 2004 Neighborhood meetings.
MOTION: Joanna Snyder motioned and Laura Boise seconded to approve that when the GLA Board receives an application for an architectural variance from a specific neighborhood (as designated during the 2004 Neighborhood meetings), the GLA Board will invite them to participate in the review of the variance application at the Board meeting. The variance application fee will cover the expense of processing the announcement concerning the variance review. **Motion carried with two abstentions.**

b. Parcel 5-C (NG) – Dan & Valerie O'Connell New Home Construction
Alyssa presented the O'Connell's application and reported that the project meets GLA standards.
MOTION: Laura motioned and Ronda seconded to approve the O'Connell's home construction project on Parcel 5-C (NG) on the condition that the land is reseeded after construction. **Motion carried.**

c. Parcel 58 (SG) – Mike Rosa New Home Construction & Well
Alyssa presented the application and discussed it with the Board.
MOTION: Edwin Johnson motioned and Joanna seconded to approve Mike Rosa's home construction and well on Parcel 58 (SG) with the following conditions: (1) Any disturbed land be reseeded after construction, (2) the electrical and septic system permits are obtained; (3) the two abandoned wells must be handled according to state regulations which require one of the following actions to prevent possible groundwater contamination: (a) the well casing be pulled and the hole be filled with bentonite; (b) the well casing be cut off 3 feet below grade and the hole be filled with bentonite. **Motion carried.**

d. Parcel 26-C (SG) – Randy & Jan Mosness New Home Construction
Alyssa reported that she and JT checked the driveway for site distance as it enters Aquila Lane, and in order to meet our requirements, a bank that obstructed the view has been shaved back under JT's guidance. The Mosness' are also asking for approval to live in their RV travel trailer on the property for one year during construction.
MOTION: Alyssa motioned and JT seconded to approve Randy and Jan Mosness' application for home construction on Parcel 26-C (SG) and their request to live in their trailer for one year during construction with the conditions: (1) Any disturbed land be reseeded after construction; and (2) They are current with their GLA dues. **Motion carried.**

e. Parcel 10-E (NG)/George Denton (proposed buyer; owner is Edwin Johnson). Proposed Subdivision

Alyssa discussed Denton's application with the Board. Edwin stated that Denton has not purchased this property and has not told him that he was interested in subdividing. The Board agreed that it was inappropriate to review the application at this time. Alyssa will contact Denton, inform him of our new density standards and ask him to re-submit the project application fee when he is ready to begin the process.

f. 7B-3 (N) – Kenneth & Debra DeGraaf Garage Application

Alyssa briefly discussed the application with the Board and it was agreed that she should handle it via e-mail due to the lateness of the application.

4.3 Road & Weed Committee Report

4.3.1 Old Business: Tabled.

a. Status of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert
b. Status of Rantallo uncovering culvert
c. Status of Sign on Caspari Way East

4.3.1 New Business.

a. Status of Fire Pond on Arcturus & Virgo.

Due to a shortage of remaining meeting time, Edwin and JT requested that a discussion on the option of replacing the SG fire pond with a water tank would be added a future agenda. (See below: 6a. Future Agenda Items)

b. Cost of Road Maintenance and Spraying

Ronda reported that the GLA received an invoice for $27,000 (which is over our original 2005 road budget) to cover the recent road maintenance and spraying in North & South Glastonbury. JT reported that he had initially explained to the road contractor that our budget was $10,000 and requested he submit invoices for NG work before beginning work in SG. Unfortunately, the contractor did not send the invoice until after the work in SG was completed. JT reported that the contractor was open to a payment plan. The Board discussed this bill and agreed that JT and Ronda should talk to the contractor and propose a payment plan for the balance owed beyond our budget.

Creation of a Contractors Agreement Form

The Board agreed that a contractors agreement form should be created to use with contractors in the future.

c. Status & Cost of Spraying in North Glastonbury. **Tabled.**
d. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). **Tabled.**
e. Neighborhood Watch Signs. **Tabled.**

E-Mail Letter, dated , from Kristin Hardesty Re: Maintenance of SG Fire Pond
Ronda reported that Kristin sent an e-mail letter (recorded on a greeting card) to all Board members regarding the maintenance of SG fire pond. JT will contact Kristin to discuss her concerns.

4.4 Complaint Committee Report: Ronda Alexander (Chair), Cynthia Blocker, Joanna Snyder.

4.4.1 Old Business. Tabled.

a. Determine handling of pending Complaints
- Hansard Eyesore
- 32 (NG) Ullrich Eyesore
- Rakela's request for copy of tapes for meetings she attended in Jan, Feb & Mar
- Everett Johnston outstanding letters
- E. Schieffelin: vehicles on 38-A (NG)
- Proposal: Complaint Procedure

b. Attorney's response to Rakela's full-petition request and action taken

4.4.2 New Business

Lot 34, SG/ Roger Zeman.
Roger stated he came to the meeting to: 1) Thank the Board for the May 23, 2005 written response to his complaint regarding neighborhood encroachments on his Lot 34 (SG) and (2) To ask the Board to advise him as to whom he should hire as a surveyor. The Board did not recommend a surveyor, but advised Roger pick his own surveyor.

4.5 Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi and David Tonkin

4.5.1 Old Business

a. None

4.5.2 New Business.

a. Master Plan Survey and Mailing. No report.

b. Status of Meetings with Landowner Committee. Neil Kremer reported that his phone messages to the MP Plan Committee to facilitate a meeting were unanswered.. (See 4.2.1 a. above)

4.6 Recreation Committee: Janet Naclerio (Chair) Laura Boise, Edwin Johnson & Edward Anderson (alternate).
Janet reported that she has no report as the RC hasn't met this month

4.6.1 Old Business

a. Status of checking account for GLA Recreation Committee. **Tabled.**

b. Status of PVRC Phase I Special Committee: lease agreement & letter to Bob Wallace: No report. Edward Anderson reported that as far as he knows, the lease

agreement and Bylaws have been drawn up by the Phase 1 Committee, but they have yet to be finalized

c. Status of PVRC Phase II Special Committee
Janet (of Phase 11 Committtee) reported that the Phase 1 Committee has not contacted the Phase II Committee. James Kozlik asked the Phase II Committee to facilitate a meeting with the Phase 1 Committee prior to the August 8 meeting. Edward agreed to bring a status report to the Aug. 8 meeting if members of Phase 1 are not present.

d. Status of PVRC Survey approved by written vote. Tabled.
e. Status of PVRC Walkathon proposal. Tabled.
4.6.1 New Business. None.

4.7 Web Site Committee: Edward Anderson (Chair). **No Report.**.
4.5.1 Old Business. None.
4.5.2 New Business. None.

4.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). No reports.

5. Other Business. Tabled.
5.1 Shelter Insurance
5.1.1 Old Business. None.
5.1.2 New Business. None.

5.2 Including Parcels in GLA
5.2.1 Old Business. None.
5.2.2 New Business. None.

6. Open Floor and Comment Period
a. Agenda items for future meetings
Edwin and JT requested that a future agenda item be to discuss the option of replacing the SG fire pond with a water tank.
b. What worked/what didn't; suggestions to improve meeting (Handouts)
c. Revise Board Election form to include duties and skills needed
d. Transition Plan for new Board Members

7. Next Meeting and Adjournment
The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held August 8, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

GB071105.1 *JT:* Contact WST and get back to Janet re: insurance. **Done.**

GB071105.2 *Denise:* Draft/Deliver memo to Bank of Rockies re: change of officers and check signers. **Done.**

AR071105.1 *Board:* Review New Fee Schedule and Project Application Forms and contact Alyssa with suggested edits.

AR071105 .2 *JT, Alyssa, James Kozlik:* Visit the Heinz's.

AR071105.3 *Alyssa:* Place 7 11 05 subdivision density standards on website

AR071105.4 *Alyssa:* Call Rakela and Pinardo re: new subdivision density standards.

AR071105.5 *Alyssa/Denise:* Send project approval to **O'Connells. Done.**

AR071105.6 *Alyssa/Denise:* Send project approval to Mosness. **Done.**.

AR071105.7 *Ronda*: Check Mosness assessments and send statement to Mosness if necessary.

AR071105.8 *Alyssa:* Contact George Denton.

AR071105.9 *Alyssa/Denise:* Send project approval to McGraff. **Done.**

AR071105.10 *Alyssa:* Call Kathleen Rakela and Pedro Pinardo to inform them of new density standards and moratorium on multiple unit housing projects.

RW071105.11 *JT &Ronda:* Contact road contractor re: payment plan. **Done.**

RW071105.2 *Ronda:* Send Denise copy of e-mail letter from Kristin Hardesty.

RW071105.3 *JT:* contact Kristin Hardesty re: her e-mail concerning the SG fire pond.

RC071105.1 *Phase 11 Committee:* Facilitate meeting with Phase 1 Committee before Aug. 8 meeting.

RC071105.2 *Edward:* Bring Phase 1 status report to the Aug. 8 meeting if necessary.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
July 11, 2005

Report Time	Discuss Time		Respon. Party	Due Date
5		**1. Call to Order, Opening Prayer**		
		a. Opening Comments • Flipchart Motions & Actions	James	7-11-05
		2. Reading and Disposition of Minutes		
6		a. May 16, 2005	Board	7-11-05
		b. June 6, 2005	Board	7-11-05
		3. General Business		
		3.1 Old Business		
2		a. Complete list of all motions for the website	Denise	7-11-05
2		b. New Site for GLA Board meetings	Denise	7-11-05
		3.2 New Business		
2	5	a. General Liability Insurance Status	JT	7-11-05
2		b. VP/Treasurer Positions	James	7-11-05
2	5	c. Addressing Issues Between Board Meetings	Ronda	7-11-05
		4. Report of Officers and Committees		
		4.1 Treasurer's Report		
		4.1.1 Old Business		
5	15	a. 2005 Budget/ Communication to Landowners	James/Ronda	6-6--05
2		b. Unexplained Expenses Report	Ronda	6-6-05
		4.1.2 New Business		
5		a. Bookkeeper Transition Status	Ronda	7-11-05
2	5	b. 2006 Budget Committee	James	7-11-05
		4.2 Architectural Committee Report		
		4.2.1 Old Business		
2		a. Implementation of Architectural Fees Schedule	Alyssa	5-2-05
2		b. Status of Paul Rantallo cargo units	Alyssa	7-11-05
2	3	c. Status of Parcel 103/SG – Megan & George Heinz	Alyssa	7-11-05
2	3	d. Status of Parcel 32A/NG – Edward Anderson subdivision	Alyssa	7-11-05
		4.2.2 New Business		
2	15	a. Landowner Petition for Density Standards • Density Standards Approved 2-2-04	Ronda	7-11-05
		• Communication to Rakella & Pinardo to remove multi-unit reference from sales signs	Alyssa	7-11-05
2	3	b. Parcel 5C/NG – Dan & Valerie O'Connell New Home Construction	Alyssa	7-11-05
2	3	c. Parcel 58/SG – Mike Rosa New Home Construction & Well	Alyssa	7-11-05
2	3	d. Parcel 26C/SG – Randy & Jan Mosness New Home Construction		
2	3	e. George Denton Subdivision	James	7-11-05

Report Time	Discuss Time	4. Report of Officers & Committees (con't)	Respon. Party	Due Date
		4.3 Road & Weed Committee Report		
		4.3.1 Old Business		
2		**a.** Status of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert	JT	5-2-05
2		**b.** Status of Rantallo uncovering culvert	JT	5-2-05
2	5	**c.** Status of Sign on Caspari Way East	JT	7-11-05
		4.3.2 New Business		
2	5	**a.** Status of Fire Pond on Arcturus & Virgo	JT	7-11-05
2	5	**b.** Cost of Road Mtce, Spraying	JT	7-11-05
2	5	**c.** Status & Cost of Spraying in North Glastonbury	JT	7-11-05
2		**d.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	JT	5-2-05
2		**e.** Neighborhood Watch Signs	James	6-6-05
		4.4 Complaint Committee Report		
		4.4.1 Old Business		
2	5	**a.** Determine handling of pending Complaints • Hansard Eyesore • 32 (NG) Ullrich Eyesore • Rakela's request for copy of tapes for meetings she attended in Jan, Feb & Mar • Everett Johnston outstanding letters • E. Schieffelin: vehicles on 38-A (NG)	Ronda	6-6-05
		• Proposal: Complaint Procedure	Ronda	5-2-05
2		**b.** Attorney's response to Rakela's full-petition request and action taken	Ronda	5-2-05
		4.4.2 New Business		
		a. None		
		4.5 Master Plan Committee Report		
		4.5.1 Old Business		
		a. None		
		4.5.2 New Business		
5		**a.** Master Plan Survey and Mailing	Charlotte	7-11-05
2	10	**b.** Status of Meetings with Landowner Committee		
		4.6 Recreation Committee Report		
		4.6.1 Old Business		
2		**a.** Status of checking account for GLA Recreation Committee	Janet	6-6-05
5		**b.** Status of PVRC Phase I Special Committee: lease agreement & letter to Bob Wallace	David	7-11-05
5		**c.** Status of PVRC Phase II Special Committee	Janet	7-11-05
2		**d.** Status of PVRC Survey approved by written vote	Janet	7-11-05
2		**e.** Status of PVRC Walkathon proposal	Janet	7-11-05

Report Time	Discuss Time		Respon. Party	Due Date
		4. Report of Officers & Committees (con't)		
		4.6 Recreation Committee Report (con't)		
		4.6.2 New Business		
		a. None		
		4.7 Web Site Committee Report		
		4.7.1 Old Business		
		a. None		
		4.7.2 New Business		
		a. None		
		4.8 Ombudsman Report		
		4.8.1 Old Business		
		a. None		
		4.8.2 New Business		
		a. None		
		5. Other Business		
		5.1 Shelter Insurance		
		5.1.1 Old Business		
		a. None		
		5.1.2 New Business		
		b. None		
		5.2 Including Parcels in GLA		
		5.2.1 Old Business		
		a. None		
		5.2.2 New Business		
		a. None		
		6. Open Floor Comment Period		
2		**a.** Agenda items for future meetings	James	7-11-05
2		**b.** What worked/what didn't; suggestions to improve meeting (Handouts)	James	7-11-05
		c. Revise Board Election form to include duties and skills needed	Ronda	9-5-05
		d. Transition Plan for new Board Members	Ronda	9-5-05
		7. Next Meeting and Adjournment		
		a. Next meeting August 1, 2005 at 6:45PM in the Golden Ratio Cafeteria		
3 hrs	**0 min**	**Allocated Meeting Time**		

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "6. Open Floor Comment Period".

rec'd 7/11/05 MB

7:45 AM
07/08/05
Cash Basis

Glastonbury Landowner's Association
Annual Budget Variance Report
January through December 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
103. Dwelling 2001	66.00			
104. Dwelling 2002	240.00			
105. Dwelling 2003	532.26			
106. Dwelling 2004	1,637.52			
107. Dwelling 2005	19,538.56	28,764.96	-9,226.40	67.9%
125. Land Prior to 2000	240.00			
126. Land 2000	120.00			
127. Land 2001	186.00			
128. Land 2002	260.00			
129. Land 2003	905.87			
130. Land 2004	3,056.70			
131. Land 2005	33,895.93	48,840.00	-14,944.07	69.4%
150. GAV	6,027.00			
160. Finance Chrgs Late Accnts	910.81	999.96	-89.15	91.1%
163. Penalties Late Accounts	178.90	150.00	28.90	119.3%
Total 100. Assessments	67,795.55	78,754.92	-10,959.37	86.1%
200. Architectural Fees				
201. Application Fee	350.00			
206. Sanitation Bonds	0.00	100.00	-100.00	0.0%
200. Architectural Fees - Other	0.00	4,935.00	-4,935.00	0.0%
Total 200. Architectural Fees	350.00	5,035.00	-4,685.00	7.0%
300. Roads				
301. CUT - Road Paving Loan	1,109.05	2,270.00	-1,160.95	48.9%
Total 300. Roads	1,109.05	2,270.00	-1,160.95	48.9%
400. Liens				
401. Landowner Filing Fee	50.00	100.00	-50.00	50.0%
Total 400. Liens	50.00	100.00	-50.00	50.0%
500. Interest Earned				
501. Savings Interest	173.05	54.96	118.09	314.9%
Total 500. Interest Earned	173.05	54.96	118.09	314.9%
700. Other Income				
701. Miscellaneous	9.47	6,759.96	-6,750.49	0.1%
Total 700. Other Income	9.47	6,759.96	-6,750.49	0.1%
Total Income	69,487.12	92,974.84	-23,487.72	74.7%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	3,971.50	14,000.00	-10,028.50	28.4%
A02. Contractors - Snow Removal	3,140.12	5,000.00	-1,859.88	62.8%

GLA 01972

7/11/05 MTG

7:45 AM
07/08/06
Cash Basis

Glastonbury Landowner's Association
Annual Budget Variance Report
January through December 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
A03. Contractors - Weed Contrl	0.00	8,000.00	-8,000.00	0.0%
A04. Travel	20.00			
A05. Equipment Reg & Ins	1,667.44	1,600.00	67.44	104.2%
A06. Equipment Mtce	358.85	360.00	-1.15	99.7%
A08. Road Improvement Loan	15,112.64	30,230.00	-15,117.36	50.0%
A09. Administration	0.00	300.00	-300.00	0.0%
A11. Miscellaneous	510.00	510.00	0.00	100.0%
Total A00. Roads & Weeds	24,780.55	60,000.00	-35,219.45	41.3%
B00. Architectural				
B01. Contractors	0.00	1,900.02	-1,900.02	0.0%
B02. Travel	0.00	199.98	-199.98	0.0%
B03. Sanitation Bond Refund	0.00	700.00	-700.00	0.0%
B04. Administration	0.00	600.00	-600.00	0.0%
B05. Legal Fees	82.87	83.00	-0.13	99.8%
Total B00. Architectural	82.87	3,483.00	-3,400.13	2.4%
C00. Complaints				
C04. Legal Fees	223.13	141.00	82.13	158.2%
Total C00. Complaints	223.13	141.00	82.13	158.2%
D00. Recreation				
D03. PVRC	1,848.32	2,200.04	-351.72	84.0%
Total D00. Recreation	1,848.32	2,200.04	-351.72	84.0%
E00. Master Plan				
E03. Administration	0.00	1,000.00	-1,000.00	0.0%
Total E00. Master Plan	0.00	1,000.00	-1,000.00	0.0%
F00. Website				
F01. Contractors - Dev & Mtce	229.95	260.04	-30.09	88.4%
F02. URL Website Fee	19.90	240.00	-220.10	8.3%
F03. Software	149.00	150.00	-1.00	99.3%
Total F00. Website	398.85	650.04	-251.19	61.4%
G00. Liens				
G01. Lien Filing	264.00	1,800.00	-1,536.00	14.7%
G02. Travel	0.00	99.96	-99.96	0.0%
G03. Administration	393.98			
Total G00. Liens	657.98	1,899.96	-1,241.98	34.6%
H00. Discounts				
H01. Assessment Fees	537.00	562.00	-25.00	95.6%
Total H00. Discounts	537.00	562.00	-25.00	95.6%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,700.00	8,750.04	-7,050.04	19.4%
K02. Contractors - Bookkeeper	2,768.32	4,350.00	-1,581.68	63.6%

GLA 01973

Glastonbury Landowner's Association

Annual Budget Variance Report

January through December 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
K03. Contractors - Accountant	105.00	105.00	0.00	100.0%
K04. Contractors - Database	0.00	650.00	-650.00	0.0%
K05. Contractors - Attorney	0.00	500.00	-500.00	0.0%
K06. Office Supplies	257.40	1,200.00	-942.60	21.5%
K07. Postage and Delivery	223.14	1,800.00	-1,576.86	12.4%
K08. Board Meetings	1,484.59	650.04	834.55	228.4%
K09. Bank Service Charges	12.50	48.50	-36.00	25.8%
K12. Insurance	0.00	4,500.00	-4,500.00	0.0%
K13. Taxes	0.00	200.00	-200.00	0.0%
K14. Licenses and Permits	66.25	65.00	1.25	101.9%
K15. Equipment Repair & Mtce	0.00	140.00	-140.00	0.0%
K17. Equipment Purchases	40.00	141.00	-101.00	28.4%
K18. Miscellaneous	0.00	140.00	-140.00	0.0%
Total K00. General Operating Expenses	6,657.20	23,239.58	-16,582.38	28.6%
L00. Other Expenses				
L01. Miscellaneous	537.51	538.00	-0.49	99.9%
Total L00. Other Expenses	537.51	538.00	-0.49	99.9%
Total Expense	35,723.41	93,713.62	-57,990.21	38.1%
Net Ordinary Income	33,763.71	-738.78	34,502.49	-4,570.2%
Net Income	**33,763.71**	**-738.78**	**34,502.49**	**-4,570.2%**

GLA 01974

IMPLEMENTATION OF NEW PROJECT IMPACT FEE

Dear Glastonbury Landowners,

We would like to share some important information regarding our new fee schedule that has been put into effect as of July 1, 2005.

You may have noticed over recent months that construction activity is on the increase in our community. With the lower interest rates and an increase in subdivisions, there is indeed more construction and development happening in Glastonbury than ever before.

This construction activity is having an impact on our roads. Heavy equipment such as excavators, gravel/concrete trucks, well-digging rigs, and an ongoing stream of contractors and delivery trucks, has increased the wear and tear on our roads significantly.

Our current budget is not sufficient to cover the additional costs of maintaining our roads. This is why the Board has chosen to implement a new plan for receiving revenue for projects and commercial activities that create more road wear. Rather than raising assessments to all landowners, we feel this step more fairly distributes the financial burden to those who are part of creating it.

In reviewing the new fee schedule, I would suggest keeping in mind that a building permit in the city of Livingston for a house valued at $100,000 would cost around $1,600, for starters! Even though our community is not as large as Livingston, we do provide an infrastructure of roads and utilities in an area that is rural; and without this infrastructure, development/construction costs would be much higher. In other words, it is of financial value to be able to build a home in a remote area without having to build a 2-mile-long road to get to it...not to mention the cost of running utility lines!

In the fee schedule, you will notice that there are different types of fees as follows:

1) a <u>non-refundable</u> application fee (this helps in the costs of copies of the applications and secretarial time to process them).

2) a <u>non-refundable</u> project or road usage impact fee (this is to help cover costs created by road usage for construction or commercial activities).

3) a <u>refundable</u> sanitation/reclamation bond (this is designed to give incentive to have your construction site cleaned up and reseeded).

These fees also cover the cost of the time required by the Board to review your project, as required by our covenants, ensuring it is within GLA and County requirements, which may prevent costly changes to your project.

We are also implementing a new fee for commercial businesses who have employees. The Board felt the most equitable plan was to simply charge one annual assessment for every 4 employees, which would be the equivalent to a typical family living in a residence and using our roads on a regular basis.

We greatly appreciate the cooperation we have had from all of you who have submitted project plans. Our goal is to serve all of you in the most expedient, supportive way possible.

Feel free to call me if you have any questions or points for the Board to consider.

Sincerely,

Alyssa Angelis
Project Review Sub-committee Chairperson

P.S. Due to the fact that things change from time to time, please check our website for the latest forms and instructions before submitting your project

(over).

Project Impact Fee Schedule
(Effective 7/1/05)

Description	Impact Fee	Sanitation Bond
1. House Construction	$250	$250
This type of project requires heavy use of our roads. Vehicle traffic from contractors and delivery trucks can be ongoing for several months. The project usually requires a full review of plans by the committee, a visit to the build site, phone calls to landowner to clarify or acquire needed information, etc.		
2. Additions & Structures under 200 s.f.	$0	$0
This category is for small buildings such as barns, sheds, garages, etc. They do not have much impact on our roads.		
3. Additions & Structures 200–800 s.f.	$100	$250
These are mid-size building projects and have some impact on our roads, but not a great amount.		
4. Additions & Structures over 800 s.f.	$200	$250
These are more major building projects and could have a fair impact on our roads, but not as much as a house project.		
5. Well	$75	$100
This requires some heavy equipment on the roads, but only briefly.		
6. Driveway	$75	$100
Brief use of heavy equipment on roads.		
7. Septic	$75	$100
Brief use of heavy equipment on roads.		
8. Package for House, Well, Driveway, Septic	$425	$250
It is common for these activities to be part of the same project. There is some time savings for the committee to review the application so we pass on a savings of $50		

GLA 01976

Description	Impact Fee	Sanitation Bond
9. Mobile Home	$100	$100
This type of project has a fairly low impact on our roads since the house is already constructed. It is important to make sure the site is cleaned up after installation.		
10. Subdivision	$150	$100
This type of project usually has very little impact on our roads. Mostly requires committee review time to inspect site, acquire and review necessary maps/paperwork.		
11. Road	$200	$100
Roads are usually built to serve multiple dwellings, or multiple lots in a subdivision, and require varying degrees of road use for heavy equipment such as a grader, excavator, backhoe and gravel trucks. There may also be a fair amount of committee time involved.		
12. Fence	$0	$0
13. Sign Permit	$25	$0
14. Commercial/Institutional/Other	$250–$500	$250
This type of project is given a range because it can become a very heavy use of our roads depending on the size of the construction and length of time to build. It also may require a fair amount of committee review time due to considerations for parking, impact on neighbors, etc.		

GLA 01977

Description	Impact Fee	Sanitation Bond

15. Variance

Variances will be categorized as follows:

a) Minor Variance $50 $0

Requires no extra road usage, creates no conflict with neighbors.

b) Major Variance ± $300 $0

Varying degrees of research, possible letters being sent to neighboring landowners, neighborhood meetings, phone calls, follow-up letters.
The initial payment of $150 would include:

1 mailing ($35–$70)
1 neighborhood meeting ($80)
1 follow-up letter ($35–$70)

The fee will vary depending on which services are required to handle the situation. The board will recommend a plan of action to the landowner who will then review and approve the plan before the board takes action.

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16. Expediting Fee for processing application $100

If approval is needed prior to the monthly board meeting, the applicant has the option to pay an extra fee to have the committee process the paperwork outside of the meeting for a more timely response. This type of request involves a fair amount of committee time and project management including multiple phone calls, scanning of documents for e-mailing purposes, assisting landowner with application if not complete, composing letter in order to present application to board via e-mail or by personal delivery of documents, etc.

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17. Road Use Fee for businesses with employees $132/yr

One assessment for every four employees who use the roads to travel to/from work. Businesses can create heavy road use in addition to employees, delivery trucks (FEDEX & UPS) can be a daily occurrence.

GLA 01978

2005-08-08_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 8, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 7:10 p.m., at Golden Ratio Woodworks. Alyssa gave the opening prayer.

PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Edward Anderson, Allysa Angelis Allen, Laura Boise, Charlotte Mizzi, Joanna Snyder, David Tonkin.

ABSENT: Ronda Alexander (Treasurer) Edwin Johnson, Orlando Johnson

PROXIES: Ronda to Joanna, Orlando to David, Edwin to Edward

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Penelope Price (Ombudsman), Landowners: Marian Barker, Steven Boise, Denise Diehl, Philip Hoag, Eva Jarvi, Marian Kozlik, Neil Kremer, Craig Lannes, Pamela May and Clare Parker.

2. **Reading and Disposition of the Minutes**

July 11, 2005

MOTION: JT motioned and Janet seconded to approve the July 11, 2005 meeting minutes. **Motion carried.** (3 abstentions from Board members who didn't attend meeting)

3. **Landowners Issues/Concerns. See section 4.2 below.**

4. **General Business**

Communication Guidelines

James Kozlik announced that he invited Penelope Price to help facilitate, if necessary, communication during the meeting. Penelope suggested that attendees consider the following when expressing their viewpoint on issues before the Board.

1) What is most important to me regarding this issue?
2) What do I really need? Then, state what it is you need.
3) What do I want to see happen?
4) What do I want the other person(s) to understand?

4.1 Old Business. Tabled.

a. Complete list of all motions for the website
b. New Site for GLA Board meetings
c. Meeting Agenda – will be emailed 7 calendar days before the scheduled Board meeting

4.2 New Business

a. November 2005 Election Committee

- Revise Board Election form to include duties and skills needed.
  Denise reported that Ronda was interested in working on this revision.
- Board agreed that Laura Boise will chair the Election Committee and Pamela May will assist her.

File: MtgMins 08 08 05
Draft: 08 13 05; 08 29 05; 09 18 05-FINAL
Approved: 09 12 05

b. Motion for Access to GLA Savings Account & Safe Deposit Box at Bank of Rockies

MOTION: JT motioned and Laura seconded to approve the four GLA Board officers (James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary) and Ronda Alexander (Treasurer) to have access to the GLA Savings Account and safe deposit box at Bank of the Rockies.
In addition, Denise Orr, administrative secretary, is approved to have access to the GLA safe deposit box. at the Bank of the Rockies. **Motion carried.**

c. Charlotte Mizzi's Issues with July 11, 2005 Board Meeting

1) Question of Legality of the July 11, 2005 Board Meeting

At the June 6, 2005 GLA Board Meeting, the Board agreed that the administrative secretary would use e-mail as primary communication with the GLA Board regarding Board meetings. Charlotte expressed that she believed the e-mail notification of the July 11, 2005 GLA Board Meeting and other past Board meetings would render the meetings illegal based on the fact that the Covenants do not include e-mail as a form of meeting notification. The Board discussed this matter.

David reviewed the importance of the GLA Board to abide by the Articles concerning the notification of meetings.
MOTION: David motioned and Joanna seconded that the GLA Board approve the notice of the July 11, 2005 meeting as an acceptable means of notification.
Motioned carried unanimously.

Discussion.
MOTION: Joanna motioned and Janet seconded to accept the method of e-mail notification of all Board meetings from December 2004 to the present as being legal notification of those meetings.
AMENDMENT: Charlotte motioned and David seconded to amend the above motion to read "to accept the method of e-mail notification of all Board meetings from December 2004 to the present *with the exception of the July 11, 2005 meeting* as being legal notification of those meetings."
Amendment failed. (5 in favor; 6 opposed.)
Motion carried. (8 in favor; 3 opposed.)

2) Proposal to Rescind GLA Board Vote on Density Standards at July 11, 2005 Meeting

Charlotte proposed that the Board rescind the GLA vote and go back to the original standards that were in place.

File: *MtgMins 08 08 05*
Draft: 08 13 05; 08 29 05; 09 18 05-FINAL
Approved: 09 12 05

A lengthy discussion between Board and landowners included:

(a) Charlotte and David objected to the Board changing some of the density standards at the July Meeting. They stated that the changed standards did not represent all the landowners who voted for density standards at the neighborhood meetings last spring, specifically Neighborhood #1 in North Glastonbury.

(b) David expressed that an important reason for having lower minimum acreage lots was to represent people who can't afford larger acreage prices. He also proposed that there was a need to define how the GLA Board will handle variances.

(c) Craig Lannes expressed his complaints regarding actions of Edwin Johnson and told the Board it was their responsibility to represent all landowners.

(d) Several guest landowners reviewed their reasons for petitioning for changing the current density standards (reasons are included in July 11, 2005 meeting minutes, pages 3-9). Neil Kremer stated that the lack of response over the past 2 months from the Master Plan Committee to the landowners who were to meet with that Committee (agreed to at June 6 meeting) left the landowners feeling devalued. He reviewed that the intention of these landowners is to work together with the Master Plan Committee to do whatever is needed to facilitate the vote by the landowners on the Master Plan, including density standards.

(e) Philip Hoag reported that the original density standards were adopted because developers have been able to come up with loopholes to getting around less strict standards. He proposed that each neighborhood should come to a consensus concerning the standards for that individual neighborhood.

(e) Charlotte stated that she believes it will be too difficult to ever get a consensus on the standards. She recommended that the standards be taken out of the Master Plan and voted upon by each neighborhood, requiring a 51% vote to approve.

(f) As a response to some of Charlotte's comments, the Board clarified that there was no intention to discredit her integrity by changing the density standards for NG Area 1 Neighborhood Meeting and that this change was based on bringing the acreage of that area to a number that was average with other neighborhoods in the area. Based on its right to change GLA standards, the Board chose to temporarily change this number from 2.85 to 4 acres until the landowners submit their final vote.

(g) The Board and the landowners in attendance reviewed that the change made to NG Neighborhood #1 was a decision made by the Board and was not proposed by the

landowners who submitted the petition (signed by 60 Landowners) in July. The Board acknowledged that there were a couple of areas in the changed standards chart that needed corrections, based on typing or transcription errors and that these changes would be entered in the new density charts and appropriately noted in the July 11 and August 8 meeting minutes.

(h) Pamela May submitted a short memo to "suggest that landowners who own undivided parcels be informed of the Board's decision to adhere to the 2004 Neighborhood density standards." In the memo Pamela volunteered to assist with sending the letter.

MOTION: Charlotte motioned and David seconded to modify Board's vote of July 11, 2005, concerning changing the density standards, to include the exact results of the neighborhood meeting votes in spring 2004.
Discussion.
AMMENDED MOTION: Charlotte motioned and David seconded to modify the above motion to read as follows: "to modify the July 11, 2005 vote for changing the density standards" *only for the lower Neighborhood #1 NG to 2.85 minimum average and 2.00 minimum acres.*
Discussion.
Motion carried. (6 in favor, 2 opposed, and 3 abstained)

d. General Liability Insurance Status. Tabled.
e. Addressing Issues between Board Meetings – consensus on written votes. Tabled.
f. Letters to landowners pertaining to motions. Tabled.
g. Vacations – communication to Board & Back-up person. Tabled.

5. Report of Officers and Committees

5.1 Treasurer's Report: Ronda Alexander, Treasurer. .
James Kozlik distributed the following on Ronda's behalf: "Annual Budget Variance Report, January through July 2005" and "July 2005 Bank Transactions."

5.1.1 Old Business

a. 2005 Budget/ Communication to Landowners
- Mail with Election Letter on Sept 1, 2005

5.1.2 New Business.

a. 2006 Budget Committee
The Board agreed that James Kozlik and JT will co-chair the 2006 Budget Committee and that they will ask Ronda to assist.

b. Road Payment Plan – Bainter Construction.

c. Assessment Refunds for Sold Properties
d. Unpaid Assessments on Sold Properties

5.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise
Alyssa asked the Board to contact her with input as to how they would best like to be educated concerning architectural project applications.

5.2.1 Old Business

a. Status of Paul Rantallo cargo units. Tabled.

5.2.2 New Business

a. Parcel 32-A (SG)/ Pedro Pinardo Subdivision Variance Request
Alyssa reviewed and discussed Pedro's application with the Board. Prior to the meeting, Pedro had already provided board members with drawings for both a possible 6-lot subdivision and a 7-lot subdivision for their consideration. Since the 7-lot subdivision had an average lot size of 3.62 acres, being less than the current 4.0 average acres per lot standard, Pedro was requesting a variance. His application included a petition that was signed by neighbors who allegedly did not oppose his parcel being divided into 7 lots.
MOTION: David motioned and Joanna seconded to approve Pedro Pinardo's subdivision into 6 lots, as seen in the previous drawing, rather than 7. **Motion carried.** (1 opposing.)

b. Parcel 5-C (NG)/Daniel & Valerie O'Connell – Questionable Construction
Alyssa and Charlotte reported recent construction on Parcel 5-C (NG) that has occurred since the O'Connell's home construction application was approved on July 11, 2005. Charlotte reported that it appeared that there may be violations of State septic standards and GLA setback standards. In the past few days, the GLA received an updated map from the O'Connells that showed a new location for garage/guest house. The O'Connells noted on the map: "Changes due to W. Smith's suggestions to move back septic fields to original 1997 State permit approval. The garage/guest conversion consequently needed to be moved up hill from the new septic field local."

The Board agreed to the following:
1) Inform the O'Connells to stop construction until the architectural subcommittee receives and reviews further information and gets back to them.
2) The O'Connells need to submit to the Architectural subcommittee:
(a) Certification of where the septic system will be placed, and;
(b) New guest house and driveway plans
3) Charlotte will make a copy of state regulations for septic systems. She will call both William Smith and the State to determine the specific standards that need to be met by the O'Connells.

File: MtgMins 08 08 05
Draft: 08 13 05; 08 29 05; 09 18 05-FINAL
Approved: 09 12 05

c. 7B-3 (NG) Kenneth & Debra DeGraaf-Garage Construction.
Alyssa reviewed and discussed the application with the Board which included the DeGraaf's request to waive the sanitation bond and impact fee.
The Board agreed to the following:

1) Approve the DeGraaf's garage application;
2) Deny the DeGraaf's request to waive the refundable sanitation bond, and;
3) Inform the DeGraafs that they will need to pay only $50 for the impact fee (this is half of the $100 impact fee).

d. Parcel 9 (NG)/ Dorothy Knudson/Robert Callan (Joint Owners) Subdivision Variance Application
Alyssa reviewed and discussed the application with the Board, and how the variance requested that the board allow the current shared well to be only 3-feet from the new boundary line created by the subdivision, since both parties were in agreement.
The Board agreed to the following:

The subdivision/variance is approved on the condition that any agreement between the two owners of the parcel regarding the well should be filed with Park County.

e. Parcel 32 (SG)/Mercedes Alonzo and Jose de Melcher
Alyssa reviewed and discussed the application with the Board.
The Board agreed to the following:

The application is approved based on the conditions:
1) The proper electrical and septic permits be obtained, and;
2) The land be reseeded after construction.

f. Parcel 75 (SG)/ Michael & Jeanne Campbell – Subdivision/Family Conveyance and Proposed Variance
Alyssa reviewed and discussed the application with the Board, including a written detailed explanation from the Campbells for the proposed variance regarding the lot size and reasoning behind the request for fee waivers. The Board was reminded that the GLA reviews all family conveyances as if they were subdivisions.)
The Board agreed to the following:

1) Approve the Campbell's application, including the request to subdivide the parcel into 2 lots, the smaller one being 1.6 acres instead of the standard minimum requirement of 10 acres.
2) The sanitation bond is waived since the division already exists
3) The impact fee is waived due to no impact
4) Parcel 75 will now defined as Tract 75-A and Tract 75-B and the GLA Treasurer should be informed of this change.

File: MtgMins 08 08 05
Draft: 08 13 05; 08 29 05; 09 18 05-FINAL
Approved: 09 12 05

5.3 Road & Weed Committee Report – James Trisdale (Chair)

5.3.1 Old Business. Tabled

a. Update of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert

b. Update of Rantallo uncovering culvert

5.3.1 New Business. Tabled.

a. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)

a. Neighborhood Watch Signs

5.4 Complaint Committee Report

5.4.1 Old Business. Tabled.

a. Determine handling of pending and future Complaints

• Proposal: Complaint Procedure

b. Attorney's response to Rakela's full-petition request and action taken

5.4.2 New Business. Tabled.

5.5 .Land Use Master Plan Committee Laura Boise, Orlando Johnson, Charlotte Mizzi & David Tonkin

5.5.1 Old Business. None.

5.5.2 New Business.

a. Master Plan Survey and Mailing

b. Status of Meetings with Landowner Committee

Charlotte and Neil agreed to meet on Monday evenings.

5. 6 Recreation Committee: Janet Naclerio (Chair) Laura Boise, Edwin Johnson & Edward Anderson (alternate)

5.6.1 Old Business

a. Status of checking account for GLA Recreation Committee. Tabled.

b. Status of PVRC Phase I Special Committee Lease agreement & letter to Bob Wallace: Tabled.

c. Status of PVRC Phase II Special Committee.
David agreed to meet with Phase II Committee within 2 days.

d. Status of PVRC Survey approved by written vote. Tabled.

e. Status of PVRC Walkathon proposal. Tabled.

5.6.2 New Business.

5.7 Web Site Committee: Edward Anderson (Chair). Tabled

5.7.1 Old Business.

5.7.2 New Business

File: MtgMins 08 08 05
Draft: 08 13 05; 08 29 05; 09 18 05-FINAL
Approved: 09 12 05

5.8 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). No reports.

6. Other Business.

6.1 Shelter Insurance *[Orlando]*

6.1.1 Old Business. None

6.1.2 New Business. None.

6.2 Including Parcels in GLA

6.2.1 Old Business. None.

6.2.2 New Business. None.

7. Open Floor Comment Period

a. Agenda items for future meetings

b. What worked/what didn't; suggestions to improve meeting (Handouts)

c. Transition Plan for new Board Members

8. Next Meeting and Adjournment

The meeting was adjourned at 10:30 pm with no further business. The next meeting will be held September 12, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

GB080805.1 *Laura & Pamela:* Work w/Denise on election letter, etc. Done.

GB080805.2 *Denise:* Prepare updated motion re: savings account & safe deposit box for Bank of Rockies. Done

GB080805.3 *Denise/Alyssa:* Change standard for NG #1 Neighborhood meeting; correct density charts on GLA database, July 11 & Aug. 8 meeting minutes as appropriate.

TR080805 *James, JT and Ronda:* Prepare 2006 budget proposal

AR080805.1 *Board:* Contact Alyssa with input as to how you would best like to be educated concerning architectural project applications.

AR080805.2 *Denise/Alyssa:* Send project approval to Pedro Pinardo. Done.

AR080805.3 a) *Alyssa:* Contact O'Connels re: stop construction. Done.
b) Charlotte: Make a copy of state regulations for septic systems. Call both William Smith and the State to determine the specific standards that need to be met by the O'Connels.
c) Denise/Alyssa: Send O'Connel's information re: required materials for submission. Done.

AR080805.4 *Denise/Alyssa:* Send DeGraaf project approval.. Done.

File: MtgMins 08 08 05
Draft: 08 13 05; 08 29 05; 09 18 05-FINAL
Approved: 09 12 05

AR080805.5 *Denise/Alyssa:* Send Dorothy Knudson project approval. Done.

AR080805.6 *Denise/Alyssa:* Send Mercedes Alonso/Jose de Melchor project approval. Done.

AR080805.7 *Denise/Alyssa:* Send Michael & Jeanne Campbell project approval. Done.

MP080805 *MP Committee:* Meet with Neil Kremer, etc.

RC080805 *David & Phase II Committee*: Meet re: Phase I Research.

File: MtgMins 08 08 05
Draft: 08 13 05; 08 29 05; 09 018 05-FINAL
Approved: 09 12 05

2005-08-08_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 8, 2005

Report Time	Discuss Time		Respon. Party	Due Date
		1. Call to Order, Opening Prayer		
		a. Opening Comments	James	8-8-05
		2. Reading and Disposition of Minutes		
		a. July 11,2005	Board	8-8-05
		3. Landowner Issues/Concerns		
		a. None		
		4. General Business		
		4.1 Old Business		
		a. Complete list of all motions for the website	Denise	7-11-05
		b. New Site for GLA Board meetings	Denise	7-11-05
		c. Meeting Agenda – will be emailed 7 calendar days before the scheduled Board meeting	Ronda	8-8-05
		4.2 New Business		
		a. November 2005 Election Committee	Ronda	8-8-05
		• Revise Board Election form to include duties and skills needed	Ronda	8-8-05
		b. Motion for Savings Account & Safe Deposit Box Signers	Janet	8-8-05
		c. Charlotte Mizzi's Issues with July 11, 2005 Board Meeting	James	8-8-05
		d. General Liability Insurance Status	Ronda	8-8-05
		e. Addressing Issues Between Board Meetings – consensus on written votes	Ronda	8-8-05
		f. Letters to landowners pertaining to motions	Ronda	8-8-05
		g. Vacations – communication to Board & Back-up person	Ronda	8-8-05
		5. Report of Officers and Committees		
		5.1 Treasurer's Report		
		5.1.1 Old Business		
		a. 2005 Budget/ Communication to Landowners	James/Ronda	6-6-05
		• Mail with Election Letter on Sept 1st		
		5.1.2 New Business		
		a. 2006 Budget Committee	James	8-8-05
		b. Road Payment Plan – Bainter Construction	Ronda	8-8-05
		c. Assessment Refunds for Sold Properties	Ronda	8-8-05
		d. Unpaid Assessments on Sold Properties	Ronda	8-8-05
		5.2 Architectural Committee Report		
		5.2.1 Old Business		
		a. Status of Paul Rantallo cargo units	Alyssa	5-2-05
		5.2.2 New Business		
		a. Pedro Pinardo Subdivision Parcel 32-A/SG	Alyssa	8-8-05
		• Requesting Variance		

Report Time	Discuss Time	5. Report of Officers and Committees (con't)	Respon. Party	Due Date
		5.3 Road & Weed Committee Report		
		5.3.1 Old Business		
		a. Update of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert	JT	5-2-05
		b. Update of Rantallo uncovering culvert	JT	5-2-05
		5.3.2 New Business		
		b. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	JT	7-11-05
		c. Neighborhood Watch Signs	James	6-6-05
		5.4 Complaint Committee Report		
		5.4.1 Old Business		
		a. Determine handling of pending and future Complaints • Proposal: Complaint Procedure	Ronda	6-6-05
		b. Attorney's response to Rakela's full-petition request and action taken	Ronda	5-2-05
		5.4.2 New Business		
		a. None		
		5.5 Master Plan Committee Report		
		5.5.1 Old Business		
		a. None		
		5.5.2 New Business		
		a. Master Plan Survey and Mailing	Charlotte	7-11-05
		b. Status of Meetings with Landowner Committee	Charlotte	7-11-05
		5.6 Recreation Committee Report		
		5.6.1 Old Business		
		a. Status of checking account for GLA Recreation Committee	Janet	6-6-05
		b. Status of PVRC Phase I Special Committee: lease agreement & letter to Bob Wallace	David	7-11-05
		c. Status of PVRC Phase II Special Committee	Janet	7-11-05
		d. Status of PVRC Survey approved by written vote	Janet	7-11-05
		e. Status of PVRC Walkathon proposal	Janet	7-11-05
		5.6 Recreation Committee Report (con't)		
		5.6.2 New Business		
		a. None		
		5.7 Web Site Committee Report		
		5.7.1 Old Business		
		a. None		
		5.7.2 New Business		
		a. None		

Report Time	Discuss Time		Respon. Party	Due Date
		5. Report of Officers and Committees (con't)		
		5.8 Ombudsman Report		
		5.8.1 Old Business		
		a. None		
		5.8.2 New Business		
		a. None		
		6. Other Business		
		6.1 Shelter Insurance		
		6.1.1 Old Business		
		a. None		
		6.1.2 New Business		
		b. None		
		6.2 Including Parcels in GLA		
		6.2.1 Old Business		
		a. None		
		6.2.2 New Business		
		a. None		
		7. Open Floor Comment Period		
		a. Agenda items for future meetings	James	8-8-05
		b. What worked/what didn't; suggestions to improve meeting (Handouts)	James	8-8-05
		c. Transition Plan for new Board Members	Ronda	9-5-05
		8. Next Meeting and Adjournment		
		a. Next meeting September 12, 2005 at 6:45PM in the Golden Ratio Cafeteria		
		Allocated Meeting Time		

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "6. Open Floor Comment Period".

Glastonbury Landowners Association

Board Member Proxy Notification

I, Orlando E Johnson

Give my proxy to DAVID TONGIN

For the GLA Board of Directors Meeting on 8/8/05
date

Orlando E. Johnson
signature

8/4/05
date

Glastonbury Landowners Association

Board Member Proxy Notification

I, Edwin JOHNSON

Give my proxy to EDWARD ANDERSON

For the GLA Board of Directors Meeting on August 8, 2005
date

Edwin Johnson
signature

July 26, 2005
date

8/8/05 476

6:06 AM
08/03/05
Cash Basis

Glastonbury Landowner's Association
Annual Budget Variance Report
January through July 2005

	Jan - Dec 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
102. Dwelling 2000	120.00			
103. Dwelling 2001	186.00			
104. Dwelling 2002	600.00			
105. Dwelling 2003	892.26			
106. Dwelling 2004	2,091.43			
107. Dwelling 2005	21,073.45	28,764.96	-7,691.51	73.3%
125. Land Prior to 2000	240.00			
126. Land 2000	240.00			
127. Land 2001	306.00			
128. Land 2002	500.00			
129. Land 2003	1,145.87			
130. Land 2004	3,485.19			
131. Land 2005	35,658.84	48,840.00	-13,181.16	73.0%
150. GAV	6,027.00			
160. Finance Chrgs Late Accnts	1,917.06	999.96	917.10	191.7%
163. Penalties Late Accounts	387.72	150.00	237.72	258.5%
100. Assessments - Other	233.00			
Total 100. Assessments	75,103.82	78,754.92	-3,651.10	95.4%
200. Architectural Fees				
201. Application Fee	425.00			
202. IF - House	250.00			
206. IF - Driveway	75.00	100.00	-25.00	75.0%
207. IF - Septic	75.00			
215. Expediting Fee	100.00			
200. Architectural Fees - Other	0.00	4,935.00	-4,935.00	0.0%
Total 200. Architectural Fees	925.00	5,035.00	-4,110.00	18.4%
300. Roads				
301. CUT - Road Paving Loan	1,109.05	2,270.00	-1,160.95	48.9%
302. Knap Weed Refund	0.00	2,000.00	-2,000.00	0.0%
Total 300. Roads	1,109.05	4,270.00	-3,160.95	26.0%
400. Liens				
401. Landowner Filing Fee	150.00	100.00	50.00	150.0%
Total 400. Liens	150.00	100.00	50.00	150.0%
500. Interest Earned				
501. Savings Interest	208.06	54.96	153.10	378.6%
Total 500. Interest Earned	208.06	54.96	153.10	378.6%
700. Other Income				
701. Miscellaneous	9.47	6,759.96	-6,750.49	0.1%
Total 700. Other Income	9.47	6,759.96	-6,750.49	0.1%

GLA 01994

Glastonbury Landowner's Association

Annual Budget Variance Report

January through July 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
Total Income	77,505.40	94,974.84	-17,469.44	81.6%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	17,426.62	19,000.00	-1,573.38	91.7%
A02. Contractors - Snow Removal	3,140.12	5,000.00	-1,859.88	62.8%
A03. Contractors - Weed Contrl	4,165.00	8,000.00	-3,835.00	52.1%
A04. Travel	20.00			
A05. Equipment Reg & Ins	1,667.44	1,600.00	67.44	104.2%
A06. Equipment Mtce	358.85	360.00	-1.15	99.7%
A08. Road Improvement Loan	15,112.64	30,230.00	-15,117.36	50.0%
A09. Administration	120.00	300.00	-180.00	40.0%
A11. Miscellaneous	522.00	510.00	12.00	102.4%
Total A00. Roads & Weeds	42,532.67	65,000.00	-22,467.33	65.4%
B00. Architectural				
B01. Contractors	18.00	1,900.02	-1,882.02	0.9%
B02. Travel	0.00	199.98	-199.98	0.0%
B03. Sanitation Bond Refund	0.00	700.00	-700.00	0.0%
B04. Administration	117.00	600.00	-483.00	19.5%
B05. Legal Fees	82.87	83.00	-0.13	99.8%
Total B00. Architectural	217.87	3,483.00	-3,265.13	6.3%
C00. Complaints				
C04. Legal Fees	223.13	141.00	82.13	158.2%
C05. Miscellaneous	29.99			
Total C00. Complaints	253.12	141.00	112.12	179.5%
D00. Recreation				
D03. PVRC	1,930.07	2,200.04	-269.97	87.7%
Total D00. Recreation	1,930.07	2,200.04	-269.97	87.7%
E00. Master Plan				
E03. Administration	0.00	1,000.00	-1,000.00	0.0%
Total E00. Master Plan	0.00	1,000.00	-1,000.00	0.0%
F00. Website				
F01. Contractors - Dev & Mtce	229.95	260.04	-30.09	88.4%
F02. URL Website Fee	19.90	240.00	-220.10	8.3%
F03. Software	149.00	150.00	-1.00	99.3%
Total F00. Website	398.85	650.04	-251.19	61.4%
G00. Liens				
G01. Lien Filing	333.50	1,800.00	-1,466.50	18.5%
G02. Travel	0.00	99.96	-99.96	0.0%
G03. Administration	442.73			
Total G00. Liens	776.23	1,899.96	-1,123.73	40.9%

GLA 01995

Glastonbury Landowner's Association

Annual Budget Variance Report

January through July 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
H00. Discounts				
H01. Assessment Fees	547.00	562.00	-15.00	97.3%
Total H00. Discounts	547.00	562.00	-15.00	97.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,057.00	8,750.04	-6,693.04	23.5%
K02. Contractors - Bookkeeper	3,132.07	4,350.00	-1,217.93	72.0%
K03. Contractors - Accountant	105.00	105.00	0.00	100.0%
K04. Contractors - Database	0.00	650.00	-650.00	0.0%
K05. Contractors - Attorney	0.00	500.00	-500.00	0.0%
K06. Office Supplies	334.26	1,200.00	-865.74	27.9%
K07. Postage and Delivery	297.14	1,800.00	-1,502.86	16.5%
K08. Board Meetings	2,028.78	650.04	1,378.74	312.1%
K09. Bank Service Charges	12.50	48.50	-36.00	25.8%
K10. Petty Cash Advance	100.00			
K12. Insurance	4,804.66	4,500.00	304.66	106.8%
K13. Taxes	0.00	200.00	-200.00	0.0%
K14. Licenses and Permits	66.25	65.00	1.25	101.9%
K15. Equipment Repair & Mtce	0.00	140.00	-140.00	0.0%
K17. Equipment Purchases	40.00	141.00	-101.00	28.4%
K18. Miscellaneous	40.00	140.00	-100.00	28.6%
Total K00. General Operating Expenses	13,017.66	23,239.58	-10,221.92	56.0%
L00. Other Expenses				
L01. Miscellaneous	227.95	538.00	-310.05	42.4%
Total L00. Other Expenses	227.95	538.00	-310.05	42.4%
Total Expense	59,901.42	98,713.62	-38,812.20	60.7%
Net Ordinary Income	17,603.98	-3,738.78	21,342.76	-470.8%
Net Income	**17,603.98**	**-3,738.78**	**21,342.76**	**-470.8%**

GLA 01996

GLA 01997

8/8/05
Bd 11/16
Neighborhd 11/16
Info Attached

Glastonbury Landowner's Association

DENSITY STANDARD HISTORY

Description/Parcel Numbers	11/3/03 – Master Plan			2/2/04 – GLA Board Meeting				4/25/05 – 2004 Neighborhood Mtgs				7/11/05 – Landowner's Petition				7/11/05 – GLA Board Meeting			
	Minimum Average Acres Per Tract/Lot[1]	Minimum Acres Per Tract/Lot[1]	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum No. of Tracts/Lots Per 20 Acres	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum No. of Tracts/Lots Per 20 Acres	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum No. of Tracts/Lots Per 20 Acres	Maximum Height
Lower Plateau Area **North**: 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 22, 23, 24, 25, 30, 31, 41, 43, 44, 45, 46, 47, 48, 49, 50, 51, 56	2.85	2.0	30 ft	2.85	2.0	7	30 ft	2.85 4.0	2.0 3.0	7 (1N) 5 (2N)		2.85	2.0	7.0 (split vote)		4.0	4.0	5	
South: 20, 28, 29, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41								4.0	3.0	5 (2aS)		4.0	4.0	5*					
Lower Hilly Area **North**: 26, 27, 28, 29, 42, 52, 53, 54, 55	3.3	2.0	30 ft	3.3	2.0	6	30 ft	4.0	3.0	5 (2N)		4.0	4.0	5[1]		4.0	4.0	5	
South: 21, 22, 24, 25, 26, 27, 30, 31								4.0	3.0	5 (2aS)		4.0	4.0	5*					
Middle Hilly Area **North**: 32, 33, 34, 35, 36, 38, 39, 40, 57	4.0	2.0	30 ft	4.0	4.0	5	30 ft	4.0	3.0	5 (3N)		4.0	4.0	5[1]		4.0	4.0	5	
South: 18, 19, 42, 56, 57								4.0	3.0	5 (2aS)		4.0	4.0	5*					
Upper Hilly Area **North**: 37, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70	5.0	4.0	30 ft	5.0	4.0	4	30 ft	5.0	4.0	4 (3N)		5.0 20.0	4.0 20.0	4 1[3]		5.0	4.0	4	
South: 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 5558, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 104, 105, 106, 107, 108, 109								5.0 --	4.0 10.0	5 (2bS) 2 (1S)		5.0	5.0	4*		5.0	5.0	4	

Description/Parcel Numbers	11/3/03 – Master Plan			2/2/04 – GLA Board Meeting				4/25/05 – 2004 Neighborhood Mtgs				7/11/05 – Landowner's Petition				7/11/05 – GLA Board Meeting			
	Minimum Average Acres Per Tract/Lot*	Minimum Acres Per Tract/Lot*	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum No. of Tracks/Lots Per 20 Acres	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum No. of Tracks/Lots Per 20 Acres	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum No. of Tracks/Lots Per 20 Acres	Maximum Height	Minimum Average Acres Per Tract/Lot	Minimum Acres Per Tract/Lot	Maximum No. of Tracks/Lots Per 20 Acres	Maximum Height
Alpine-Forested Area **South**: 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 103	10.0^2	10.0^2	30 ft	10.0^2	10.0^2	2	30 ft	--	10.0	2 (1S)		10.0^2	10.0^2	2		10.0^2	10.0^2	2	
Common Use Land **North**: Tract 1 of COS 1173 **South**: 96, 102	None	N/A	N/A	None	N/A		N/A												
Golden Age Village **North:** Parcels 1-49 on portions of 3, 4	N/A	N/A	1 Story																

7-11-05 – Landowner's Petition (Neil Kremer)
* = Unanimous Vote
1 = Only 1 vote for different standard from unanimous majority (2.5 acre minimum, 7 tract maximum, 2.85 minimum average)
3 = rec'd a minority 3 votes

4-25-05 – 2004 Neighborhood Meeting Summary (Charlotte Mizzi)
-- = 2 regardless of size of parcel

1. For all parcels not in tenancy-in-common before May 28, 1998, a formal subdivision, prepared and approved in accordance with applicable regulations of the Community of Glastonbury, Park County and Montana Department of Environmental Quality, must be completed to increase original parcel residential density to more than two residences owned by the parcel owner.

The "minimum average acres per tract/lot" is the maximum average density of development for any given parcel as defined by COS 615A, 616A, 883, 981, 1173. Individual tracts in the subdivision of a parcel may be smaller, so long as the overall maximum density of the original parcel is maintained. No tract/lot can be less than one acre (except for a tract containing only one emergency fallout shelter).

2. Due to rugged terrain, and limited road access, the minimum tract size shall be 10 acres. Tenancies-in-common created before May 28, 1993 may be subdivided to a maximum number and size of tracts determined by the number and percentage of ownership interests of the tenancy-in-common. Immediate family members will be considered one interest. Further subdivisions above the Scorpio – Polaris intersection may not be allowed by Park County due to the narrow width of the Community roads.

GLA
Summary of Neighborhood Meetings

NORTH GLASTONBURY

Neighborhood Area 1 (Parcels: 1, 2, 5 through 12, 28 through 31):

1. Lower Plateau area: Min Ave lot size = 2.85 ac (This translates into max of 7 lots /20 acres
   Min Lot size = 2.0 ac

   (Note, the two parcels 28 and 29 in an area designated as Lower Hilly area were not distinguished separately.)

2. No triplexes or quadplexes allowed in the neighborhood.

3. Important Suggestions/comments:
   - Require notices of any variance requests to neighborhood landowners

Neighborhood Area 2 (Parcels: 22 through 27 and 41 through 55)

1. Lower plateau area: Min Ave. lot size = 4.0 ac (This translates into max. of 5 lots/20 acres)
   Min Lot size = 3.0 ac

   Lower hilly area: Min Ave. lot size = 4.0 ac (This translates into max. of 5 lots/20 acres)
   Min Lot size = 3.0 ac

2. Allow triplexes/quadplexes next to Village Center area – Not addressed

3. Important Suggestions/comments:
   - No 3 stories allowed

Neighborhood Area 3 (Parcels: 32 through 40, 57 through 70):

1. Middle hilly area: Min Ave. lot size = 4.0 ac (This translates into a max. of 5 lots/20 acres)
   Min Lot size = 3.0 ac
   Upper hilly area: Min Ave. lot size = 5.0 ac (This translates into a max. of 4 lots/20 acres)
   Min Lot size = 4.0 ac

2. Important Suggestions/comments:
   - Concern about availability of groundwater
   - Concern about adequacy of present roads at full density

File: Nieghborhood Mtg Sum-Mizzi.doc

SOUTH GLASTONBURY

Neighborhood Area 1 (High South) (Parcels: 58 through 95, 97 through 101 and 103 through 109):

1. Upper Hilly and Alpine Forested area (these two areas were considered together):
   Max no. of lots per parcel = 2 regardless of size of parcel
   Min Lot size – 10.0 ac

2. Important Suggestions/comments:
   - Notify all landowners in neighborhood of any requests for waiver

Neighborhood Area 2a (Parcels: 18 through 41, 47, 56 and 57):

1. Lower plateau, Lower Hilly and Middle Hilly areas:
   Min Ave. lot size = 4.0 ac (This translates into a max. of 5 lots/20 acres
   Min Lot size = 3.0 ac

   (These three areas within the neighborhood were not considered separately.)

2. Do not allow triplexes or quadplexes next to Village Center area

3. Important Suggestions/comments:
   - 3 stories allowed

Neighborhood Area 2b (Parcels: 42 through 46, 48 through 55):

1. Upper Hilly Area: Min Ave lot size = 5.0 ac (This translates into a max. of 5 lots/20 acres
   Min Lot size = 4.0 ac

2. Important Suggestions/comments:
   - None

File: Nieghborhood Mtg Sum-Mizzi.doc

Master Plan Meeting
North Glastonbury, Area 1
May 22, 2004

Present 9 GLA members of the area and 2 observers from parcel 66N

Janet Jensen	6-B4
Christopher Lambert	11
Mary Ane Dubiel	2E
Jerry Dirkers	29-A 29-D
Edwin Johnson	10E
Eva Jarvi	11C
Dorothy Whitehead	30B
Svend Anderson	8
Charlotte Mizzi	5-D
John and Ronda Alexander	66N

VOTE

Question 1 - Discuss desired modifications to density tables and record the voting results

4 votes for 2.85 Acre minimum density
4 Votes for 2 Acre minimum density
1 Vote for 5 Acre minimum density

Question 2 - Discuss allowing triplexes and quadplexes on parcels that are contiguous to the Village Center land and record the voting.

3 votes yes to allow triplexes and quadplexes
(2 votes non-owner occupied - 1 vote for owner occupied)

6 votes for not allowing triplexes and quandplexes.

1 telephone vote from the O'Conners that they vote for triplexes and quadplexes. No comment on density.

Wanted a separate meeting for Taurus Road residents for road improvements.

North Glastonbury

Neighborhood #2 Meeting

Date: May 17, 2004

Attendees: James & Marian Kozlik (43A/N)
John & Ronda Alexander (66/N)
Vern & Fran Nye (47D/N)
Charles & Karen Ahrens (44?/N)
Ray Quarles (24E/N)
Gail Quarles (?)
Janet & Pete Naclerio (43-?/N)
Norma Brown (44A/N)
Janet Sharpless (?/N)
Jewel Down (24?N)

Absentee Attendees: Mary Irwin (44/N)
Rick Pittendorfer (?/N)
Hettie & Robertus Wortelboer (?/N)
Eric Newhouse (?/N)
Per Norrell (?/N)

Agenda: Density Standards
Multiple Housing Requirements
Other Issues
Recommendations to GLA

Density Standards

1. Lower Plateau Area
   A. 0 votes for current density standards:
      a. 2.85 - minimum average acres per tract/lot
      b. 2.0 - minimum acres per tract/lot
      c. 7.0 - maximum tracts/lots per 20 acres
      d. 30ft - maximum building height
      e. 25ft - front, sides and rear setbacks
   B. 11 votes for the following density standards:
      a. 4.0 - minimum average acres per tract/lot
      b. 4.0 - minimum acres per tract/lot
      c. 5.0 - maximum tracts/lots per 20 acres
      d. 30ft - maximum building height
      e. 25ft - front, sides and rear setbacks
   C. 1 vote for the following density standards:
      f. 2.85 - minimum average acres per tract/lot
      g. 2.5 - minimum acres per tract/lot
      h. 7.0 - maximum tracts/lots per 20 acres
      i. 30ft - maximum building height
      j. 25ft - front, sides and rear setbacks
2. Lower Hilly Area
   A. 0 votes for the current density standards:
      a. 2.85 - minimum average acres per tract/lot
      b. 2.0 - minimum acres per tract/lot
      a. 7.0 - maximum tracts/lots per 20 acres
      b. 30ft - maximum building height
      c. 25ft - front, sides and rear setbacks

Density Standards (con't)

B. 11 votes for the following density standards:
   a. 4.0 - minimum average acres per tract/lot
   b. 4.0 - minimum acres per tract/lot
   c. 5.0 - maximum tracts/lots per 20 acres
   d. 30ft - maximum building height
   e. 25ft - front, sides and rear setbacks

C. 1 vote for the following density standards:
   a. 2.85 - minimum average acres per tract/lot
   b. 2.5 - minimum acres per tract/lot
   c. 7.0 - maximum tracts/lots per 20 acres
   d. 30ft - maximum building height
   e. 25ft - front, sides and rear setbacks

3. Density Issues
   a. No three story buildings (all)
   b. Everyone agreed that we need to poll the rest of our neighbors to get their feedback on the density options listed above (all)
   c. Concern all properties in both North & South Glastonbury will eventually need 800ft wells in order to support current density standards as described in the GLA Subdivision Density Standards amended 2-2-04 (John)
      a. Based on information provided by William Smith at the February 21st community meeting
   d. Study on water usage and availability (Mary)
   e. Maintain rural characteristics (Mary)
   f. Cluster housing should be an option in Neighborhoods with 2.0 acreage per lot with the rest set aside for common use (Mary)
   g. Standards for building height and set-backs need to be discussed

Multiple Family Housing

1. Properties with absentee need an on-site manager (all)
2. Multiple family standards defined for existing properties to protect investment (Janet Sharpless, Ray)
3. If a single family home turns into a duplex in the future or a mother-in-law apartment it needs to be grandfathered in (Ray, Janet Sharpless)
4. When talking about multiple family properties are we really talking about rentals? (Jewel)
   a. Rental properties need to be tied to density standards (Vern)

Other Issues

1. Clarification on General Manager position (Hettie):
   a. job description; specific details of what they would be doing
   b. how necessary is the work?
2. Budget broken down into more details and specifics; no surprises (Hettie)
3. Study on roads: gravel or sealing (Mary)
4. Concern about speed increase and safety with additional paved roads (Mary)
5. Handout explaining fire safety awareness to community (Mary)
   a. Ombudsman position in place of general manager
6. Present information in "lay" language versus legalese (Mary)

Other Issues (con't)

7. The wording "in good standing" for payment of assessment fees and subsequent voting rights needs to include people who have worked out a payment plan (Mary)
   a. It is perceived that if assessment dues not current then one can't vote
   b. How many votes does this impact of the 51% required to pass an issue
8. Develop a neighborhood newsletter; one-two pages that includes neighborhood/community business, recipes, jokes, etc. ; Mary has volunteered to help write (Mary)
   a. Make it a community newsletter with neighborhood sections; free advertisement for community events; paid advertising for people to promote their business, which could subsidize cost of production (John, Ronda)
9. Cottage Industries – develop non-polluting industries with parking accommodations (Mary)
10. Will chip sealing the roads cause them to crack like they did on Highway 89 near Gardiner (Jewel)
11. Priority needs to be on chip sealing existing roads before paving new roads (Hettie)
12. What is the GLA's involvement and control over the foreclosure in process on parcel 48? (Fran & Vern)
13. Ensure there is a statement in the Master Plan/Covenants/Standards that states existing multiple-family homes are grandfathered in and do not need to meet new standards (Janet Sharpless)
14. Will voting be based on what is needed for each unique neighborhood or the community as a whole? (Jim)

Recommendations

1. Reserved Lands projected for Village Centers set aside for greenbelts and parks; no development (all)
2. Standards need to be determined for guest cottages and rentals; ie: square footage, location, attached to original dwelling; separate from original dwelling (All)
3. Clarification and definition of what encompasses Multi-Family Housing (All)
4. Develop criteria for multi-family housing outside of the proposed Village Centers
5. Institute neighborhood social events like a barbecue (Hettie)

North Glastonbury

Neighborhood #3 Meeting

Date: May 15, 2004

Attendees: John Alexander (66/N)
Ronda Alexander (66/N)
Eleanor Schieffelin (35E/N, 35B/N, 36A/N)
Jim Phipps (35C/N)
Charlene R. Hull (40-4/N)
Linda L. Ulrich (33E/N)
Edward Anderson (32A/N)
Richard Johnson (35A/N)
Patricia Carlson (37E/N)
Phillip Hoag (7/N)

Absentee Attendees: Henry Lee (64/N)
Sherry Stenberg (61B/N)

Agenda: Density Standards
Multiple Housing Requirements
Other Issues
Recommendations to GLA

Density Standards

1. Middle Hilly Area
   a. 10 votes for current density standards:
      - 4.0 - minimum average acres per tract/lot
      - 4.0 - minimum acres per tract/lot
      - 5.0 - maximum tracts/lots per 20 acres
      - 30ft - maximum building height
      - 25ft - front, sides and rear setbacks
   b. 1 vote for the following density standards:
      - 2.5 - minimum average acres per tract/lot
      - 2.0 - minimum acres per tract/lot
      - 2.0 - maximum tracts/lots per 5 acres
      - 30ft - maximum building height
      - 25ft - front, sides and rear setbacks
2. Upper Hilly Area
   a. 5 votes for the current density standards:
      - 5.0 - minimum average acres per tract/lot
      - 4.0 - minimum acres per tract/lot
      - 4.0 - maximum tracts/lots per 20 acres
      - 30ft - maximum building height
      - 25ft - front, sides and rear setbacks
   b. 5 votes for the following density standards:
      - 20.0 - minimum average acres per tract/lot
      - 20.0 - minimum acres per tract/lot
      - 1.0 - maximum tracts/lots per 20 acres
      - 30ft - maximum building height
      - 25ft - front, sides and rear setbacks

Density Standards (con't)

3. Density Issues
   a. Standards for building height and set-backs need to be discussed by all
      - Maximum building height should be adjusted to the landscape with minimal visual impact to neighbors (Jim)
   b. Ensure that all final density decisions need to be based on current water & road studies (all)
      - Phillip indicated that to do a study to determine the potential for water to be depleted would be very costly and difficult
      - RJ suggested that each person owning a well could determine their current table level and compare that to when their well was first drilled to get an idea of changes in water availability; John suggested that collecting well logs might be the first step
   c. Concern all properties in both North & South Glastonbury will eventually need 800ft wells in order to support current density standards as described in the GLA Subdivision Density Standards amended 2-2-04 (John, Ronda, RJ, Linda)
      - Based on information provided by William Smith at the February 21st community meeting
   d. Why are we even discussing density standards for the upper hilly area if Park County will not approve subdivisions in that area? (Ronda)
      - Based on Phillip's explanation that Park County does not approve subdivisions in areas where the road grade for access is more than 6%
      - Discussed that the "occasional sale" is a way to get around the subdivision issue because it bypasses the county's review process and requirements for driveway and road access (John)
      - Phillip clarified that the occasional sale is for close family members and applies only to 20 acre parcels
   e. Wants to split 5 acres into two 2.5 acres lots and build a house on each to leave as an inheritance for her two children; the 4.0 minimum acres per tract/lot is prohibitive; wants a minimum of 2.0 acres per tract/lot (Sherry)
   f. Wants to split usable 10 acres of 20 acre parcel into two lots and build a house on each to leave as an inheritance for his sons; agrees with the 4.0 minimum acres per tract/lot. (Henry)

Multiple Family Housing

1. Ensure that all final multiple family housing decisions need to be based on current water & road studies (all)
2. Cluster housing should be an option in Neighborhoods 1 & 2 (Eleanor, Edward, Ronda, Jim)
   a. Number of individual units should follow the density standards that are adopted by each neighborhood (Jim, Ronda)
3. Any multiple family housing projects need to be approved by the Neighborhood (not just the contiguous properties) as well as the GLA Architectural Committee (Linda, Eleanor, Ronda, John)
4. Duplexes, triplexes, quadplexes, condominiums and apartments
   a. No duplexes, triplexes, quadplexes, condominiums or apartments in Neighborhood 3 (John, Linda, Ronda)
   b. Duplexes ok; no triplexes, quadplexes, condominiums or apartments in Neighborhood 3 (RJ, Jim)
   c. Assess individual parcels in Neighborhoods 1,2 & 3 to determine viability of duplexes, triplexes, quadplexes, condominiums or apartments in adherence with County & GLA density requirements (Patricia, Eleanor, Edward)
   d. Everyone agreed that we need to poll the rest of our neighbors to get their feedback on this issue; Eleanor and Ronda volunteered to take on this task and report the results at the next neighborhood meeting (date to be determined)

Other Issues

1. Cottage Industries – develop clusters with proper zoning; use Spectec as the role model (Linda)
2. Village Centers – we need to have a contract with the Church on how the reserved land will be used for these centers before plans for the Village Centers can be included in the Master Plan (Ronda)
   a. For example: how do we make decisions about multiple family housing around the Village Centers when we don't even know if that land will be available to us? (Ronda)
   b. Need to protect our community from large developments as a result of the Church deciding to sell the Reserved Lands (Ronda)
3. Devote 20 acres to agricultural land (RJ)
4. Mineral Rights should be owned by the GLA and put into a trust that does not allow development (all)
5. Water Rights should also be owned by the community (all)
6. Water rights currently owned by the Church are not consistently being maintained by the Church and can be lost for non use; Fridley Creek is an example (John)

Recommendations

1. Upper Hilly area development is restricted by well capacity, well depth and road grade access (Charlene, Patricia, Linda, Eleanor, RJ, John, Ronda)
2. Seal Capricorn before paving Gemini or any other roads (Linda, John)
   a. Finish paying for current community needs before taking on new projects (John, Linda)
3. Move forward with process of gaining ownership of Mineral Rights (all)
4. Start the process of gaining Water Rights from the Church (all)
5. Clearly state in the Master Plan the Park County requirements versus GLA requirements for subdivisions and whether or not a parcel can be subdivided (Charlene, Ronda)
   a. For example: state in the Master Plan that subdivisions are not allowed in the Upper Hilly area because the county will not approve them (Ronda)
6. Assess individual parcels to determine density in accordance with County & GLA requirements; determine density requirements based on results of assessment (7 votes)
7. Include road access and water access on the GLA community maps (Linda)
8. Road Improvements – the following must be provided before decisions about road improvements can be determined:
   a. GLA needs to provide what the projected increase in association fees for each individual in each neighborhood to implement suggested road improvements (all)
   b. GLA needs to provide a breakdown of the various options for improving the roads with the associated costs (Ronda, Eleanor)
9. Create a process for each person owning a well in both North & South Glastonbury to determine their current table level and compare that to when their well was first drilled to get an idea of changes in water availability (RJ)
10. Include the statement in the Master Plan/Covenants/Standards that all density requirements will be based on current water and road access studies (all)

Neighborhood Meeting Minutes, May 22, 2004
Area 1: High South Glastonbury

Attendees	SG Parcel
John Hunsaker	88-B
Carl A. Anderson	69
David Tonkin	104
Rich Spallone	29
Andrew & Victoria Field	99
Kathleen Ramp	97 & 98
Neil & Linda Kremer	56, 57, 18
Visitor: John Alexander	(66/NG)

Attendees	SG Parcel
Frances Owen	95
Everett & Mary Johnston	82 & 83
Richard & Alyssa Allen	74
Jeanne Campbell	75
David & Marion Watson	88-A
Walter & Regina Wunsch	71 & 72

Main Purpose of Meeting: To discuss what type of density we want and whether we should depart from density standards set up 8 years ago. Do we want to keep the two basic density standards that for areas in High South? (Map 2-- (1) Alpine Forested Area: 10 acres minimum lot size and (2) Upper Hilly Area: 5 acres average minimum/minimum lot size is 4 acres.)

Voting Results on Map 2

Keep division for each parcel to 1 split maximum and 4 houses maximum
7 votes In Favor (From people in upper Hilly Area)

Split to – 1 split - 4 houses per 20 acre parcel.
12 In Favor

Grandfather in Parcel 88 that has already been split into 88B & 88A? as two parcels
Majority In Favor

Split each parcel only once
12 votes In Favor
4 votes Opposed

Keep a 10 acre minimum
12 votes In Favor
4 votes Opposed

Straw Vote: Change 10 acre minimum to a smaller number
8 votes In favor
8 votes Opposed

High South landowners want to be notified by GLA when a variance is applied for in neighborhood (Upper Hilly Area and Alpine Forested Area)
"Attendees voted" (Number of votes not recorded)

No subdivision except for a variance
4 In favor
11 Opposed

Remarks and Points of Discussion:

- Variances are allowed according to lay/structure of land-flat or mountainous
- Map 2 - Upper Alpine Area: Board does not know how to address a mortgage survey. Francis Owen has on her 33 acre parcel & there are several other mortgage surveys. If county approves subdivision & it doesn't fit in with the Covenants, it will be denied by the GLA Board.
- Concern: Depth of well much greater (cost much greater) if in high density area. John Alexander said his well went dry and had to re-dig it at $20,000 plus-around 680 feet.
- David Tonkin: Water can be tested to check age of water to see when water was originally deposited
- Discussion: County regulations vs. Community Covenants. Community Covenants usually more restrictive than the county's.
- Walter Wunsch: Most of the wells gone dry near river beds in study done in Pray years ago – concern about less water in water table around Mill Creek. Gold Miner Creek didn't go dry in summer because it is now spring fed.
- David Tonkin: County is concerned about canyon on Hercules Drive to Sagitarius Way because of fire threat following Gold Miner Creek.
- Andrew Field: County is not encouraging subdivision because of Fire & Road grade situations.
- David Tonkin: Board interested in seeing if people in High South agree with density standards. Current standard: On each 10 acres – you can have 1 house & 1 guest house that can be used as a rental, and/or duplex, but it must be owned by same person.
- John Alexander: One proposal to Board was guest house (sitting in for information-from North Glastonbury) was ½ size of the main house.
- David Tonkin: Feels 10 minimum should be changed to 7 acres. He bought property to do a cottage industry & rental unit.
- Jeanne Campbell (75-22 acres): Has been here 15 years; started as tenants in common. Want to subdivide. The 2nd house (now a rental) for 1 ½ acres for children-want to keep 20 acres; had a fire, able to stop before forest of trees.
- John Hunsaker (88-B): Moved 1 year ago (in canyon) would like to explore putting on a vacation home on property. Doesn't want any more than minimum development toward front & up along Sagitarrius Skyway.
- Everett Johnston (82 & 83): Wants minimum development.
- Carl Anderson (Lot 69) No intention of development & want minimum; doesn't want to see any development more than a split.
- Gritt ?(Lot 79, 40 acres) minimal development

- Andrew Field (Lot 99): Built in 96; Keep to cutting half of a 20 acres parcel. Feels roads have enough traffic now. What would it be lif if each parcel was filled up?

- Marion Watson (88-B): Have to go up Sagitarius Skyway to get to parcel.

- Kathleen Ramp: Submitted plans for developing in 10 acre parcels.

- Francis Owen: In favor of cottage industry & like open space.

- Walter Wunsch (Lots 71, 72) 50 acres. No plans to subdivide. Like tranquility & space. Currently 21 employees. Peak has been 26. Originally planned to have no more than 35 employees. Supports current density. Regina Wunsch stated if employees increase they will move their business to lower levels.

- Allysa & Richard Allen (Lot 74) Property feels like a vacation retreat and wants to keep it that way. Wants to maintain a minimum of two houses on a 10 acre parcel.

- David Tonkin: Discuss parcels 46, 47, 48, 49, 50, 43, 44, 45, 68, 69, 70, 58 in upper hilly area & are allowed to be divided into 5 acre parcels.

- Neil Kremer: Agrees that land from Hercules upward should be considered together.

- David Tonkin: GLA Board is considering paving certain sections of road and people who would benefit from paving that section would pay for it as an assessment per parcel.

- Discussed improving Hercules Drive:

(1) Improve though spraying
(2) Own a grader; problem is that it is too expensive
(3) Those who live off Hercules could be assessed for having Hercules graded according to need
(4) Board will not have S. Glastonbury pay for chip sealing of any roads in North Glastonbury

Neighborhood Meeting Minutes Draft: May 22, 2004
Area 2A: South Glastonbury

Attendees	SG Parcel	Attendees	SG Parcel
Joanna Snyder	26	Clare Parker	31
Laura Boise	31	Edwin Johnson	21-E
Al & Julia Vinci	22-B	Stewart & Judy Anderson	34-D , 34-E
Neil & Linda Kremer	18,	Ken & Nany Mueller	47
Christopher & Constance MacDonald	31-C	Amanda Hull	33
Pamela May	45	Denise Diehl	25-D
Sam Hazen (son of D. Diehl)			
Visitor: Ronda Alexander (NG)			

Voting Results

Density Votes	Minimum Acreage	Maximum Divisions
3	10	2
8	4	5
4	4	5
1	2	7

Multi-Family Votes In favor -5 Opposed - 10
(Only duplexes that look like single-family residences, unattached cabin or small existing home rental.)

Other Topics:

- Would like feedback on road/manager vote
- Would rather increase assessments to purchase Church reserved land
- Request "first refusal" rights to reserved land if Church sells it
- Road maintenance options besides paving-what is the status of these investigations
- Height requirements unchanged with variances possible
- Increase setbacks and consider view obstruction when reviewing building placement
- Investigate family conveyances
- Driveway variances – Vince
- Water shortage issues
- Master Plans survey sent with highlighted "line item' to consider
- Landowners parcel list made available to Community (attendees were directed to Park County G.I.S. web site)
- Voting Tenants in Common, land only, and land & home are treated differently re: #of votes
- 18% interest for unpaid assessments is excessive and should be the same for developers getting waiver
- Shelters-allowed to advertise on GLA website. At on e time shelters were required. New buyers in the area should be apprised of shelters and sign refusal if they don't want to participate to prevent rush for spaces at time of potential emergency or cataclysm
- Future neighborhood meetings with more time allotted. (Joanna informed them that fewer than 1/3 landowners attended $4000 cost per mailing
- Interest in waling, bicycling, equestrian paths
- Possible neighborhood maintenance of roads
- Investigate GLA purchasing a grader for the roads with Richard Mead, Richard Johnson & Norm Garwood as possible operators; possibly contact people by mail

Neighborhood Meeting Minutes Draft
May 15, 2004
Area 2B: South Glastonbury

Attendees:	**Parcel #**
Laurel Compton & Philip Compton	43
Orlando Johnson	46
Edwin Johnson	54-SG (10-NG)
Clare Parker	31, 42-D
Pamela May	37-1B/45
Charles Barker	42-C

Visitors: Ronda & John Alexander, Laura Boise

Density Issues:
The two most popular density suggestions were:
5 acres minimum with maximum 4 tracts
and
4 acres minimum with maximum 5 tracts
1 person would like a 2 acre minimum

Multi-Family Dwellings:
The majority voted for no multi-family dwellings

Other Topics Discussed:

- Any major issue should be included in the Master Plan (which must be put to a vote by Landowners) vs. Standards (which can be changed by the GLA Board.)
- Legality of removing reserved land from Glastonbury
- Status of our mineral and H20 rights
- Waiver of assessments for developers is V-E-R-Y unpopular
- Interest charged for unpaid assessments should be the same for both developers (now 8%) and owners (now 18%)
- Interest in walking, bicycle and equestrian trails-especially if provided by owners/developers
- People would like to see Project Review Committee consider view obstruction issues when reviewing building placement

2005-09-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 12, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 7:10 p.m., at Golden Ratio Woodworks. Alyssa gave the opening prayer.

PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Ronda Alexander (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi, Joanna Snyder, Joanna Snyder, David Tonkin

ABSENT:

PROXIES:

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Landowners: Clare Parker, Neil Kremer, Denise Diehl, Rick Sendra, Cristin Dhieux-Bray, Catherine Bielitz, Pedro Pinardo, William Smith, George Makris and Contractor: William Dryer.

a. Opening Comments

b. Recap 8-26-05 Meeting

James briefly reviewed what occurred at the special meeting on 8/26 and asked the Board to try to observe the following communication guidelines at Board meetings

a. Listening
b. Accepting, being receptive (disengage all the mental thoughts, opinions and preconceived ideas)
   - Open to feelings
   - Does not mean automatic approval
   - Listen for what people value
   - Make a clear, doable request
c. Body Language (eye contact)
d. Respect (all board members and landowners)
e. Emotions (notice feelings; take responsibility for your own feelings; feelings are accepted without resistance, analysis or blame)
f. Stay calm (breathe before you speak; let the other person complete their thought)

2. **Reading and Disposition of the Minutes General Business.**

August 8, 2005 Meeting Minutes

The Board members who attended the August 8, 2005 Board meeting all agreed to approve the August 8, 2005 meeting minutes.

3 **Landowner Issues/Concerns**

a. Rakela Letter – Road Paving Concerns (discuss during Roads & Weeds). Tabled.

b. Rakela Letter – Reimbursement for Weed Work (discuss during Roads & Weeds). Tabled.

c. Parker Letter – Remove Charlotte Mizzi & David Tonkin from the Master Plan Committee (discuss during Master Plan Report). See below 5.52.

d. Johnson Letter – Separate North & South Glastonbury Communities. Orlando distributed a proposed letter that he would like to send to landowners.

File: MtgMins 09 12 05
Draft: 09 18 05; 9 28 05; 10 05 05 -FINAL
Approved: 10 03 05

4. General business

4.1.1 Old Business

Complete list of all motions for the website. Denise reported the motions, scheduled for completion on 9/12/05, would be completed by or before the end of the year.

4.1.2 New Business.

a. **General Liability Insurance Status.** Ronda reported that the GLA was able to prevent an increase in its insurance expense by switching to Key Insurance, with coverage that includes the SG fire pond. The Board discussed that the fire pond is almost dry, and the fact that there is some confusion concerning who owns the rights to the pond. Edwin Johnson reported that the DNRC informed him that he owns the water rights; David Tonkin was told that the Church owns all the water rights in Glastonbury. David will give the Church contract to JT to research ownership of the pond.

b. **Addressing Issues Between Board Meetings – consensus on written votes.**
Alyssa reviewed that when she acquires written votes from the GLA Board outside of Board meetings, she considers two-thirds written consent as basis for approval of a project. This procedure is based on the Glastonbury Bylaws, Section 9-J. The Board discussed whether it would be appropriate for the GLA President to vote on issues away from a Board meeting since the President does *not* vote at Board meetings. The Board agreed that eight people would be allowed to vote on a project application and other issues outside of Board meetings.
MOTION: Allysa motioned and Edwin seconded that the President would be allowed to vote on project applications and other issues outside of Board meetings.
Discussion. **Motion carried.**

c. **Letters to landowners pertaining to motions**
The Board agreed that it will be GLA policy to quote Board motions as originally phrased when writing to a landowners. The motion may not be paraphrased.

d. **Election Committee Update.** See Election Committee (4.8 below)

e. **Orientation Plan for New Board Members**
Ronda reviewed the need for developing a plan to orient new Board Members and volunteered to work on the plan.
MOTION: Ronda motioned and Joanna seconded to approve Ronda and Janet to develop an orientation plan for new board members. **Motion carried.**

f. **2006 Board Meeting Dates. Tabled.**
• Mail before annual meeting

File: MtgMins 09 12 05
Draft: 09 18 05; 9 28 05; 10 05 05 - FINAL
Approved: 10 03 05

g. **President Letter to Landowners**
James distributed a list of ideas, including a sample questionnaire, that he would like to include in a letter to the Landowners prior to the annual meeting. The letter would include a request for the Landowners to inform the GLA what specific issues or questions it would like to see covered at the annual meeting. The Board and the attending landowners agreed that it would be better to send this letter shortly after sending the October election letter and that it might also include: (1) The Master Plan survey; (2) Updated architectural fee information; (3) Recent Board motions that affect landowners; (4) GLA accomplishments; and (5) requests for new ideas, an agenda for the annual meeting, etc. Alyssa, Laura and Janet volunteered to assist with composing the letter and developing the contents.

Quoting Motions in Letters to Landowners
The Board agreed that when a motion is referenced in a letter to a landowner, it must *not* be paraphrased, but remain consistent with the original motion.

5. Report of Officers and Committees

5.1 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise

5.1.1 Old Business

a. Status of Paul Rantallo cargo units. Tabled.

5.1.2 New Business

Alyssa reviewed that when she acquires written votes from the GLA Board outside of Board meetings, she considers 2/3rds written consent as basis for approval of a project. This procedure is based on the Glastonbury Bylaws, Section 9-J. The Board discussed whether it would be appropriate for the GLA President to be counted as a voting board member for issues presented outside a Board meeting, since in this type of situation, the President would not be in the role of conducting a meeting. (The President does *not* vote at Board meetings.)
MOTION: Alyssa motioned and Edwin seconded that the President would be allowed to vote on project applications and other issues outside of Board meetings.
Discussion.
Motion carried.

Formation of the Variance Committee
Alyssa reviewed reasons to form a Variance Committee. She reviewed that the goal of the committee would be to formulate and uphold professional procedures for the handling of variances contained in project applications or other situations.
MOTION: Joanna motioned and Laura seconded to approve the formation of a Variance Committee, on which Joanna would chair and Alyssa would assist. **Motion carried.** (2 abstentions.)

a. Parcel 32-A/SG: Pedro Pinardo Subdivision Application
Alyssa reviewed that on August 8, 2005, the Board denied Pedro's variance application to subdivide Parcel 32-A (SG) into 7 lots. The Board instead gave preliminary approval for a 6-lot subdivision. Meeting attendee William Smith presented reasons for the Board to revisit and approve the original request for a 7-lot subdivision.
MOTION: Joanna Snyder motioned and Alyssa seconded to give preliminary approval for Pedro Pinardo's application to subdivide Parcel 32-A (SG) into seven (7) lots with an average lot size of 3.62 acres, (according to Map 3 which had been presented to the board in August). This motion supercedes the August 8, 2005 motion concerning Pedro's subdivision.
Discussion.
Motion carried. (7 in favor; 3 abstentions)

b. Parcel 5-C/NG: O'Connell Update on Home Construction
Alyssa reviewed the O'Connell's updated map that revealed changes to the drain field and guest house on the original application. She reported that the previous concerns of the Board, noted in the August meeting minutes, had been investigated and that the O'Connell's are following the required setbacks and location of the drain field.
MOTION: Alyssa motioned and JT seconded to approve the O'Connell's new plan for the location of the drain field and guest house. **Motion carried.** (2 abstentions)

c. Parcel 36-B/SG: Robert Wallace Home Construction Application
Alyssa reviewed the application with the Board.
MOTION: Alyssa motioned and David seconded to approve Robert Wallace's home construction application on Parcel 36-B (SG) on the condition that the septic and electrical permits are obtained and the land is reseeded after construction. **Motion carried.**

d. Parcel 57-E/NG: Craig Newhouse/Minor Subdivision Application
William Dreyer, contractor, presented Craig's application in his behalf. He explained that four shelters exist on Craig's 10-acre lot which are owned by a number of families. Their plan is to divide this lot further into a total of 5 lots with an average lot size of 2.2 acres. Each lot, except for one, would then have a shelter and location for a house to be built. The Board discussed the application in detail. Since the intended subdivision would create a much higher density than the density standards established for this neighborhood, the board suggested that Craig and William come up with two or three other plans creating fewer lots, and that they proceed further by going through the variance process.
MOTION: Charlotte motioned and Ronda seconded that Craig Newhouse proceed with his project and that he and William Dreyer present other subdivision options which could be considered. **Motion carried.** (1 abstention)
Craig will be required to apply for a variance and propose more options.

File: MtgMins 09 12 05
Draft: 09 18 05; 9 28 05; 10 05 05 - FINAL
Approved: 10 03 05

e. Lot 10-D (NG)/Cristin Dhieux-Bray/Rick Sendra Hay Storage Shed Application
MOTION: Edwin motioned and Charlotte seconded to approve Cristin Dhieux-Bray's and Rick Sendra's application to build a hay storage shed on Lot 10-D (NG) on the condition the land is reseeded after construction. **Motion carried.**

5.2 Treasurer's Report: Ronda Alexander (Treasurer)
Ronda reviewed Treasurer's reports with the Board.

5.2.1 Old Business
5.2.2 New Business
- **a.** 2006 Budget Committee Update. Tabled.
- **b.** Road Payment Plan – Bainter Construction. Ronda reported that a very reasonable payment plan agreement between Bainter and GLA has been met.
- **c.** Assessment Refunds for Sold Properties. Tabled.
- **d.** Unpaid Assessments on Sold Properties. Tabled.

5.3 Road & Weed Committee Report: James Trisdale (Chair).
5.3.1 Old Business
- **a.** Update of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert. Tabled.
- **b.** Update of Rantallo uncovering culvert. Tabled.
- **c.** Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG). Tabled.

5.3.2 New Business.
- **a.** Rakela Letter – Road Paving Concerns. Tabled.
- **b.** Rakela Letter – Reimbursement for Weed Work. Tabled.

5.4 Complaint Committee Report
5.4.1 Old Business. Tabled.
- **a.** Determine handling of pending and future Complaints
  - Proposal: Complaint Procedure
- **b.** Attorney's response to Rakela's full-petition request and action taken.

5.4.2 New Business
- **a.** None

5.5 Land Use Master Plan Committee: Charlotte Mizzi (Chair), Laura Boise, Orlando Johnson and David Tonkin
5.5.1 Old Business.

File: MtgMins 09 12 05
Draft: 09 18 05; 9 28 05; 10 05 05 - FINAL
Approved: 10 03 05

5.5.1 Old Business.

a. Status of Meetings with Landowner Committee. Charlotte reported that there had been a meeting with the Landowner Committee in which the Master Plan was reviewed and edited.

5.5.2 New Business.

a. Master Plan Survey and Mailing. A sample of the survey was distributed to the Board. The discussion concerning the remaining steps to be taken to complete the survey and Master Plan included:
   - The Committee agreed to have a special meeting on Thursday, Sept. 15, to review and finalize density issues and the editing of the Master Plan.
   - The Board agreed to meet with the MP Committee in a special closed meeting on Wednesday, September 28, 2005 to review the edited Master Plan and ballot.

b. Parker Letter – Remove Charlotte Mizzi & David Tonkin form the Master Plan Committee
The requests in Clare Parker's letter were not directly discussed. At the conclusion of the meeting, Janet asked Clare to comment if she was satisfied with the results of the decisions made (see above) concerning the Master Plan; Clare stated she was at that point.

5.6 Recreation Committee: Janet Naclerio (Chair), Laura Boise, Edwin Johnson, & Edward Anderson (alternate).

5.6.1 Old Business. Tabled.

a. Status of PVRC Phase I Special Committee and PVRC Connection
b. Status of PVRC Phase II Special Committee
c. Status of PVRC Survey approved by written vote
d. Status of PVRC Walkathon proposal

5.6.2 New Business. Tabled.

a. None

5.7 Web Site Committee: Edward Anderson (Chair). No report.

5.7.1 Old Business.

a. None

5.7.2 New Business

b. None

File: MtgMins 09 12 05
Draft: 09 18 05; 9 28 05; 10 05 05 -FINAL
Approved: 10 03 05

MOTION: Laura motioned and Joanna Snyder seconded to approve Ronda Alexander to serve on the Election Committee with Laura Boise and Pamela May. **Motion carried.**

Laura reviewed the following:

- The September nomination letter had been sent
- Board members should try to think of Landowners who might be qualified to run for the Board and contact them –or- contact Laura to contact them.
- A letter with sample and proxy ballots will be sent to the landowners around October 8.
- Current Board members who are running for office need to prepare reports for the annual meeting
- Current Board members who are running for office need to send their bio information to Denise.

5.9 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG). No report.

6. Other Business

6.1 Shelter Insurance *[Orlando].* **Tabled.**

6.2 Including Parcels in GLA. Tabled.

a. Johnson Letter – Separate North & South Glastonbury Communities
b. Neighborhood Meetings
c. Executive Board (what's it's function)
d. Board member code of conduct/policies (check bylaws)

7. Open Floor and Comment Period. Tabled.

a. Agenda items for future meetings
b. What worked/what didn't; suggestions to improve meeting (Handouts)

Next Meeting and Adjournment

The meeting was adjourned at 11:10 p.m. with no further business. The next meeting will be held October 3, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

GB091205.1 *David:* Give the Church contract to JT
and
GB091205.2 *JT:* Research ownership of the pond.

GB091205.3 *Ronda and Janet:* Develop an orientation plan for new board members.

File: MtgMins 09 12 05
Draft: 09 18 05; 9 28 05; 10 05 05 - FINAL
Approved: 10 03 05

GB091205.4 *Jim, Alyssa, Laura and Janet*: Handle President's letter and materials for October mailing to be sent following the ballot mailing.

AR091205.1 *Joanna and Alyssa:* Develop Variance Committee guidelines.

AR091205.2 *Denise & Allysa:* Send project approval to P. Pinardo .

AR091205.3 *Denise & Allysa:* Send project approval to D. O'Connell

AR091205.4 *Denise & Allysa:* Send project approval to R. Wallace

AR091205.5 *Denise & Allysa:* Send project approval to Cristin Dhieux-Bray/Rick Sendra.

AR091205.6 *Denise & Allysa:* Send Board review request to C. Newhouse.

MP091205.1 *Master Plan Committee:* meeting 9/15/05 at Charlotte Mizzi's.

MP091205.2 *Board & MP Committee:* Hold a special closed meeting on Wednesday, September 28, 2005 to review the edited Master Plan and ballot.

EL091205.1 *Board:* Contact potential candidates or inform Laura about them

EL091205.2 *Current Board members running for office:* Prepare reports for the annual meeting (copies to Denise)

EL091205.3 *Current Board members who are running for office:* Send bio via e-mail to Denise.

File: MtgMins 09 12 05
Draft: 09 18 05; 9 28 05; 10 05 05 - FINAL
Approved: 10 03 05

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 12, 2005

Report Time	Discuss Time			Respon. Party	Due Date
		1.	**Call to Order, Opening Prayer**		
			a. Opening Comments	James	9-12-05
			b. Recap 8-26-05 Meeting	James	9-12-05
			• Communication		
			a. Listening		
			b. Accepting, being receptive (disengage all the mental thoughts, opinions and preconceived ideas)		
			• Open to feelings		
			• Does not mean automatic approval		
			• Listen for what people value		
			• Make a clear, doable request		
			c. Body Language (eye contact)		
			d. Respect (all board members and landowners)		
			e. Emotions (notice feelings; take responsibility for your own feelings; feelings are accepted without resistance, analysis or blame)		
			f. Stay calm (breathe before you speak; let the other person complete their thought)		
		2.	**Reading and Disposition of Minutes**		
			a. August 8,2005	Board	9-12-05
		3.	**Landowner Issues/Concerns**		
			a. Rakela Letter – Road Paving Concerns (discuss during Roads & Weeds)	Board	9-12-05
			b. Rakela Letter – Reimbursement for Weed Work (discuss during Roads & Weeds)	Board	9-12-05
			c. Parker Letter – Remove Charlotte Mizzi & David Tonkin form the Master Plan Committee (discuss during Master Plan Report)	Board	9-12-05
			d. Johnson Letter – Separate North & South Glastonbury Communities (discuss during Other Business)	Board	9-12-05
		4.	**General Business**		
		4.1	**Old Business**		
			a. Complete list of all motions for the website	Denise	7-11-05
		4.2	**New Business**		
			a. General Liability Insurance Status	Ronda	8-8-05
			b. Addressing Issues Between Board Meetings – consensus on written votes	Alyssa	8-8-05
			c. Letters to landowners pertaining to motions	Ronda	8-8-05
			d. Election Committee Update	Laura	9-12-05
			• Orientation Plan for New Board Members	Ronda	9-12-05

Report Time	Discuss Time			Respon. Party	Due Date
		4. General Business (con't)			
		4.2	**New Business** (con't)		
			e. 2006 Board Meeting Dates • Mail before annual meeting	Ronda	9-12-05
			f. President Letter to Landowners • New ideas/proposals, updates, etc. • Mail before annual meeting	James	9-12-05
		5. Report of Officers and Committees			
		5.1	**Architectural Committee Report**		
			5.1.1 Old Business		
			a. Status of Paul Rantallo cargo units	Alyssa	5-2-05
			5.1.2 New Business		
			a. Pinardo Subdivision Parcel 32-A/SG Update	Alyssa	9-12-05
			b. O'Connel Project 5-C (NG) Update	Alyssa	9-12-05
			c. Wallace Project 36-B (SG)	Alyssa	9-12-05
		5.2	**Treasurer's Report**		
			5.2.1 Old Business		
			5.2.2 New Business		
			a. 2006 Budget Committee Update	James	9-12-05
			b. Road Payment Plan – Bainter Construction	Ronda	9-12-05
			c. Assessment Refunds for Sold Properties	Ronda	9-12-05
			d. Unpaid Assessments on Sold Properties	Ronda	9-12-05
		5.3	**Road & Weed Committee Report**		
			5.3.1 Old Business		
			a. Update of Dubiel redirecting culvert and repositioning rock pile for Rantallo culvert	JT	5-2-05
			b. Update of Rantallo uncovering culvert	JT	5-2-05
			c. Peter Snow letter, dated 1/10/05, re: Safety Issues on Capricorn/Gemini (NG)	JT	7-11-05
			5.3.2 New Business		
			a. Rakela Letter – Road Paving Concerns	Board	9-12-05
			b. Rakela Letter – Reimbursement for Weed Work	Board	9-12-05
		5.4	**Complaint Committee Report**		
			5.4.1 Old Business		
			a. Determine handling of pending and future Complaints • Proposal: Complaint Procedure	Ronda	6-6-05
			b. Attorney's response to Rakela's full-petition request and action taken	Ronda	5-2-05
			5.4.2 New Business		
			a. None		
		5.5	**Master Plan Committee Report**		
			5.5.1 Old Business		
			a. Status of Meetings with Landowner Committee	Charlotte	9-12-05

Report Time	Discuss Time		Respon. Party	Due Date
		5. Report of Officers and Committees (con't)		
		5.5 Master Plan Committee Report (con't)		
		5.5.2 New Business		
		a. Master Plan Survey and Mailing	Charlotte	7-11-05
		b. Parker Letter – Remove Charlotte Mizzi & David Tonkin form the Master Plan Committee	Board	9-12-05
		5.6 Recreation Committee Report		
		5.6.1 Old Business		
		a. Status of PVRC Phase I Special Committee and PVRC Connection	Janet/David	9-12-05
		b. Status of PVRC Phase II Special Committee	Janet	9-12-05
		c. Status of PVRC Survey approved by written vote	Janet	9-12-05
		d. Status of PVRC Walkathon proposal	Janet	7-11-05
		5.6.2 New Business		
		a. None		
		5.7 Web Site Committee Report		
		5.7.1 Old Business		
		a. None		
		5.7.2 New Business		
		a. None		
		5.8 Ombudsman Report		
		5.8.1 Old Business		
		a. None		
		5.8.2 New Business		
		a. None		
		6. Other Business		
		6.1 Shelter Insurance		
		6.1.1 Old Business		
		a. None		
		6.1.2 New Business		
		a. Johnson Letter – Separate North & South Glastonbury Communities	Board	9-12-05
		b. Neighborhood Meetings	James	9-12-05
		c. Executive Board (what's it's function)	James	9-12-05
		d. Board member code of conduct/policies (check bylaws)	James	9-12-05
		6.2 Including Parcels in GLA		
		6.2.1 Old Business		
		a. None		
		6.2.2 New Business		
		a. None		

Report Time	Discuss Time			Respon. Party	Due Date
		7. Open Floor Comment Period			
			a. Agenda items for future meetings	James	9-12-05
			b. What worked/what didn't; suggestions to improve meeting (Handouts)	James	9-12-05

8. Next Meeting and Adjournment

a. Next meeting October 3, 2005 at 6:45PM in the Golden Ratio Cafeteria

3 hrs 0 min **Allocated Meeting Time**

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "6. Open Floor Comment Period".

Glastonbury Landowers Association, Inc.

2006 Budget Committee Update

September 12, 2005

FINANCIAL PROJECTIONS		
65,793.00	**Fixed Expenses**	
	1,600.00	- GLA Truck & Snow Plow
	30,230.00	- Paved Roads Loan Payment
	9,327.00	- SG 2005 Road Maintenance & Repair Contractor Payments
	16,726.00	- NG Projected Loan for Chip Sealing Roads (5 yrs)
	240.00	- Website Hosting Fee
	105.00	- Accountant
	50.00	- Bank Services Charges
	240.00	- Room Rental for Monthly Board Meetings
	4,800.00	- GLA Liability Insurance
	200.00	- Property Taxes
	75.00	- Corporate License & Non-Profit Organization Filing
	2,200.00	- PVRC Liability Insurance and Electricity
*16,420.00	**Variable Expenses**	
	TBD	- Road Maintenance, Snow Plowing, Weed Control
	TBD	- Architectural Contractors, Administration & Legal Fees
	TBD	- Complaint Committee
	TBD	- Master Plan Committee
	480.00	- Website Maintenance
	TBD	- Assessment Discounts
	1,500.00	- Lien Filing
	4,550.00	- Admin Secretary: doc mtce, L/O communication, Board support
	4,200.00	- Board Mtgs: admin sec, refresh, materials, minutes, annual mtg
	3,060.00	- Bookkeeper
	480.00	- Database Maintenance
	900.00	- Office Supplies
	750.00	- Postage
	240.00	- GLA File Storage
	260.00	- Miscellaneous
***82,213.00**	**Total Expenses**	*Does not include Roads, Architectural, Complaint, Master Plan, Assessment Discounts
$92,500.00	**Projected Income**	Based on 2005; does not include $7,800.00 reserve

INCOME OPTIONS	
30,000.00	- Send Accounts with Liens for Collection • $45,000.00 (Approx. Collectible Liens) – $15,000.00 (Approx. Collection Fee)
3,500.00	- Revoke Assessment Waivers for Subdivisions (Current owed for Beilitz & Wallace)
$33,500.00	- Total Potential Income Retrieved

COST SAVINGS IDEAS	
500.00	- Produce quarterly statements for past due accounts only
550.00	- Eliminate discount for early assessment pyment
TBD	- Change assessments due date to 60 days vs. 365 days; assess finance charge after 60 days
TBD	- Charge handling fee for assessment payment plans
TBD	- Implement PVRC lease
2,200.00	- Transfer PVRC liability insurance & electricity bills to PVRC
TBD	- Install speed bumps on gravel roads (reduce maintenance costs)
TBD	- Create sub-committee to address cost effective measure for handling complaints
TBD	- Amend by-laws to use email as communication tool with landowners
TBD	- Bi-annual audit of GLA Books

Glastonbury Landowner's Association

Budget Variance Report

January through August 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
102. Dwelling 2000	120.00			
103. Dwelling 2001	240.00			
104. Dwelling 2002	720.00			
105. Dwelling 2003	1,012.26			
106. Dwelling 2004	2,222.85			
107. Dwelling 2005	22,143.45	28,764.96	-6,621.51	77.0%
125. Land Prior to 2000	240.00			
126. Land 2000	240.00			
127. Land 2001	360.00			
128. Land 2002	620.00			
129. Land 2003	1,265.87			
130. Land 2004	3,608.61			
131. Land 2005	37,138.34	48,840.00	-11,701.66	76.0%
150. GAV	6,027.00			
160. Finance Chrgs Late Accnts	2,636.10	999.96	1,636.14	263.6%
163. Penalties Late Accounts	455.72	150.00	305.72	303.8%
100. Assessments - Other	233.00			
Total 100. Assessments	79,283.20	78,754.92	528.28	100.7%
200. Architectural Fees				
201. Application Fee	524.93			
202. IF - House	250.00			
206. IF - Driveway	75.00	100.00	-25.00	75.0%
207. IF - Septic	75.00			
208. IF - Package	423.79			
210. IF - Subdivison	300.00			
213. IF - Minor Variance	50.00			
215. Expediting Fee	100.00			
200. Architectural Fees - Other	0.00	4,935.00	-4,935.00	0.0%
Total 200. Architectural Fees	1,798.72	5,035.00	-3,236.28	35.7%
300. Roads				
301. CUT - Road Paving Loan	1,655.80	2,270.00	-614.20	72.9%
302. Knap Weed Refund	0.00	2,000.00	-2,000.00	0.0%
Total 300. Roads	1,655.80	4,270.00	-2,614.20	38.8%
400. Liens				
401. Landowner Filing Fee	150.00	100.00	50.00	150.0%
Total 400. Liens	150.00	100.00	50.00	150.0%
500. Interest Earned				
501. Savings Interest	208.06	54.96	153.10	378.6%
Total 500. Interest Earned	208.06	54.96	153.10	378.6%
700. Other Income				

GLA 02028

Glastonbury Landowner's Association

Budget Variance Report

January through August 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
701. Miscellaneous	9.47	6,759.96	-6,750.49	0.1%
Total 700. Other Income	9.47	6,759.96	-6,750.49	0.1%
Total Income	83,105.25	94,974.84	-11,869.59	87.5%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	17,426.62	19,000.00	-1,573.38	91.7%
A02. Contractors - Snow Removal	3,140.12	5,000.00	-1,859.88	62.8%
A03. Contractors - Weed Contrl	4,165.00	8,000.00	-3,835.00	52.1%
A04. Travel	20.00			
A05. Equipment Reg & Ins	1,667.44	1,600.00	67.44	104.2%
A06. Equipment Mtce	358.85	360.00	-1.15	99.7%
A08. Road Improvement Loan	22,668.96	30,230.00	-7,561.04	75.0%
A09. Administration	120.00	300.00	-180.00	40.0%
A11. Miscellaneous	522.00	510.00	12.00	102.4%
Total A00. Roads & Weeds	50,088.99	65,000.00	-14,911.01	77.1%
B00. Architectural				
B01. Contractors	18.00	1,900.02	-1,882.02	0.9%
B02. Travel	0.00	199.98	-199.98	0.0%
B03. Sanitation Bond Refund	0.00	700.00	-700.00	0.0%
B04. Administration	117.00	600.00	-483.00	19.5%
B05. Legal Fees	82.87	83.00	-0.13	99.8%
Total B00. Architectural	217.87	3,483.00	-3,265.13	6.3%
C00. Complaints				
C04. Legal Fees	223.13	141.00	82.13	158.2%
C05. Miscellaneous	29.99			
Total C00. Complaints	253.12	141.00	112.12	179.5%
D00. Recreation				
D03. PVRC	2,029.52	2,200.04	-170.52	92.2%
Total D00. Recreation	2,029.52	2,200.04	-170.52	92.2%
E00. Master Plan				
E03. Administration	0.00	1,000.00	-1,000.00	0.0%
Total E00. Master Plan	0.00	1,000.00	-1,000.00	0.0%
F00. Website				
F01. Contractors - Dev & Mtce	229.95	260.04	-30.09	88.4%
F02. URL Website Fee	19.90	240.00	-220.10	8.3%
F03. Software	149.00	150.00	-1.00	99.3%
Total F00. Website	398.85	650.04	-251.19	61.4%
G00. Liens				
G01. Lien Filing	500.50	1,800.00	-1,299.50	27.8%
G02. Travel	0.00	99.96	-99.96	0.0%

GLA 02029

Glastonbury Landowner's Association

Budget Variance Report

January through August 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
G03. Administration	464.93			
Total G00. Liens	965.43	1,899.96	-934.53	50.8%
H00. Discounts				
H01. Assessment Fees	549.50	562.00	-12.50	97.8%
Total H00. Discounts	549.50	562.00	-12.50	97.8%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,232.50	8,750.04	-6,517.54	25.5%
K02. Contractors - Bookkeeper	3,132.07	4,350.00	-1,217.93	72.0%
K03. Contractors - Accountant	105.00	105.00	0.00	100.0%
K04. Contractors - Database	0.00	650.00	-650.00	0.0%
K05. Contractors - Attorney	0.00	500.00	-500.00	0.0%
K06. Office Supplies	465.94	1,200.00	-734.06	38.8%
K07. Postage and Delivery	299.28	1,800.00	-1,500.72	16.6%
K08. Board Meetings	2,762.55	650.04	2,112.51	425.0%
K09. Bank Service Charges	12.50	48.50	-36.00	25.8%
K10. Petty Cash Advance	100.00			
K11. Rent	60.00			
K12. Insurance	4,804.66	4,500.00	304.66	106.8%
K13. Taxes	0.00	200.00	-200.00	0.0%
K14. Licenses and Permits	66.25	65.00	1.25	101.9%
K15. Equipment Repair & Mtce	0.00	140.00	-140.00	0.0%
K17. Equipment Purchases	40.00	141.00	-101.00	28.4%
K18. Miscellaneous	0.00	140.00	-140.00	0.0%
Total K00. General Operating Expenses	14,080.75	23,239.58	-9,158.83	60.6%
L00. Other Expenses				
L01. Miscellaneous	127.95	538.00	-410.05	23.8%
Total L00. Other Expenses	127.95	538.00	-410.05	23.8%
Total Expense	68,711.98	98,713.62	-30,001.64	69.6%
Net Ordinary Income	14,393.27	-3,738.78	18,132.05	-385.0%
Net Income	**14,393.27**	**-3,738.78**	**18,132.05**	**-385.0%**

GLA 02030

2005-10-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 3, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 7:05p.m., at Golden Ratio Woodworks. Edwin gave the opening prayer.

PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Ronda Alexander (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi and David Tonkin.

ABSENT: Joanna Snyder

PROXIES: Joanna to Ronda

ALSO ATTENDING: Denise Orr (GLA administrative secretary); Landowners: Catherine Bielitz, Denise Diehl, Neil Kremer, Clare Parker, Cristin Dhieux-Bray, Rick Sendra.& Albert Vinci. Former Landowner: Robert Riddle.

Communication Guidelines

For purposes of running Board meetings at a brisker pace and completing agenda items, James Kozlik reviewed the following guidelines and requested that the Board try to follow them.

A. Listening
   1) Let speaker complete his/her communication before responding
   2) Identify on areas of agreement first; then address areas of disagreement

B. When you have the floor
   1) Make a clear request (try not to "tell a story"; get to the point)
   2) We will each be given only one opportunity to give an opinion (maximum 3 minutes)
   3) We will then call for a motion
   4) During "any further discussion" we will be given on more opportunity to give an opinion (maximum 2 minutes).

C. Opportunity for Visiting Landowners to Speak
   1) At beginning of meeting, announce allotted time for landowner to speak
   2) During meeting: invite landowners to speak when appropriate

:

2. **Reading and Disposition of the Minutes General Business.**

September 12, 2005

MOTION: Laura motioned and Charlotte seconded to approve the September 12, 2005 meeting minutes as amended. **Motion carried.**

3. **Landowner Issues/concerns**

3.1 Old Business. None.

3.2 New Business

a. Albert Vinci, 9/22/05 letter re: Issues between Craig Lannes and Edwin Johnson:

Dr. Vinci requested that his letter be held in abeyance and placed on the next meeting agenda.

File: MtgMins 10 03 05
Drafts: 10 19 05; 10 26 05; 1110 05 – FINAL
Approved: 11 07 05

4. General Business.
(Note: The items listed in "General Business" within the Oct. 3, 2005 Agenda were election related and were therefore placed in section "5.8 - Election Committee" below.)
4.1 Old Business. None
4.2 New Business. None.

5. Report of Officers and Committees
5.1 Treasurer's Report: Ronda Alexander, Treasurer.
Ronda distributed "September 2005 Bank Transactions" and "Budget Variance Report, January through September 2005."

5.1.1 Old Business

a. 2006 Budget/Communication to Landowners (mail before annual meeting)
MOTION: Ronda motioned and David seconded to approve to amend the 2006 Budget with the amendments made at the Oct. 3 meeting and to distribute it at the November 12, 2005 Annual Meeting. The landowners will be informed that the Board will continue to work on making changes to lower expenses on this budget. **Motion carried.** (See 5.1.2, b below)

5.1.2 New Business.

a. Road payment to Bainter Construction update. No update

b. Budget Committee report.
The Board reviewed the "2006 Budget Committee Update, September 12, 2005" Ronda collected projected 2006 budget amounts from Committee Chairs and all agreed that further work and review would be needed in order to balance the budget. (see 5.1.1, a above)

January Assessment Discount to Landowners.
The Board discussed ways to cut the budget and whether it was beneficial to continue offering the January assessment discount to Landowners.
MOTION: David motioned and Charlotte seconded to suspend the January assessment discount offered to landowners.
Discussion.
Motion carried. (2 opposed).

Assessment Due Date Suggestion: Ronda discussed with the Board the problems associated with the assessment due date of October 31. She suggested that in 2006, the Board may wish to review whether it will propose changing this due date to the earlier date of February 28, with monthly finance charges accruing if assessments are not paid on time. Per the Covenants, these changes would require contacting the Landowners in 2006 and asking them to approve by vote the implementation of these changes in 2007.

File: MtgMins 10 03 05
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Approved: 11 07 05

5.2 Architecture Subcommittee Report: Allysa Allen (Chair), Laura Boise

5.2.1 Old Business. None

5.2.1 New Business

a. Review Craig Newhouse subdivision.

As the Board reviewed the September 12 meeting minutes, it discussed the September 12th motion which described its direction to Craig Newhouse regarding his subdivision application. Charlotte and Ronda clarified that they intended their motion regarding the subdivision application to be stated as follows:

MOTION: Charlotte motioned and Ronda seconded that Craig Newhouse will be required to proceed with his project application by applying for a variance and proposing additional options which would entail fewer lots than the options presented by William Dryer at the September 12 meeting for the Board to consider."

Alyssa questioned the changes to this motion and there was further discussion.

Discussion. The Board will revisit the above application at November meeting.

b. Parcel 36-A, SG, Robert Wallace/Stick Frame House and Separate Garage

Alyssa reviewed the application with the Board.

MOTION: Alyssa motioned and Laura seconded to approve Robert Wallace's application for construction of a stick frame house and separate garage on Parcel 36-A, (SG), with the conditions that (1) the necessary septic permit is obtained prior to septic system construction; (2) the necessary electrical permit is obtained prior to starting electrical work; and (3) the disturbed land be reseeded after construction. **Motion carried.**

5.3 Road & Weed Committee Report: James Trisdale

5.3.1 Old Business. None

5.3.2 New Business. Tabled.

a. Kathleen Rakela 5/12/05 letter re: weed problem and invoice

b. Fall weed cutting and spraying.

5.4 Complaint Committee Report.

5.4.1 Old Business. None.

5.4.2 New Business. Ronda and Laura briefly discussed the plan to form a complaint subcommittee made up of volunteers to handle future complaints.

5.5 Land Use Master Plan Committee Charlotte Mizzi (Chair), Laura Boise, Orlando Johnson David Tonkin

5.5.1 Old Business. None.

5.5.2 New Business.

a. Density standard survey

File: MtgMins 10 03 05
Drafts: 10 19 05; 10 26 05; 1110 05 – FINAL
Approved: 11 07 05

The Board agreed that the survey draft needed minimal clarification revisions and that the Master Plan Committee should meet to make these revisions, request Janet's or Denise's final edits, and then proceed to mail it to the Landowners.

5.6 Recreation Committee: Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate).

5.6.1 Old Business

a. Status of Phase 1 and PVRC connection: Janet reported that these committees have met

b. Status of PVRC Phase 11 Special Committee: Janet reported that Phase II has formed Bylaws which they plan to discuss with Phase 1 Committee.

c. Status of PVRC survey approved by written vote. This survey was e-mailed to the Board and left at the Emigrant General Store and the Bank, etc, for local people to pick up and fill out.

d. Status of PVRC walk-a-thon proposal. It has been postponed.

Offer of Free Tennis Court Fencing

The Board discussed that the PVRC has been offered free tennis fencing materials from a nearby location and that South Glastonbury might have the priority option to use it. The Board agreed to pick up the fencing and that volunteers were needed. David volunteered to help.

5.6.2 New Business. None

5.7 Web Site Committee: Edward Anderson (Chair)

5.7.1 Old Business. None.

5.7.2 New Business. None.

5.8 Election Committee: Laura Boise (Chair); Ronda Alexander

5.8.1 Old Business. None

5.8.2 New Business

a. Schedule Board Meeting for November 7

The Board agreed to hold a Board meeting on November 7. Hard copies of the committee presentations for the annual meeting must be submitted at that meeting. (Electronic copies need to be e-mailed to Denise Orr.)

File: MtgMins 10 03 05
Drafts: 10 19 05; 10 26 05; 1110 05 – FINAL
Approved: 11 07 05

b. Finalize annual meeting agenda.
Laura reviewed the agenda for the 2005 annual meeting with the Board. The Board approved the agenda as amended.

c. Discuss newly elected officers at the orientation meeting. Tabled.

d. Discuss volunteers for annual meeting Laura has contacted 20 volunteers to assist meeting.

e. Board Orientation package
Ronda and Janet reported that they are developing an orientation package for new Board members which will be forwarded to the Board for review.

f. President letter to landowners for insertion in Oct 11 Election Letter Mailing
Alyssa will e-mail James Kozlik's letter to the Board by Wednesday, Oct. 5, and the Board will need to send any feedback her by Thursday evening.

5.9 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG)

6. Other Business

6.1 Old Business. None.

6.2 New Business

a. Orlando Johnson letter (letter needs to be submitted for file). Brief review.

b. Orlando Johnson's Memo re: Proposed Motions for SG Road Expenditures - Orlando
Orlando distributed a memo that proposed several motions related to the division of expenses between North & South Glastonbury. He requested suspension of the rules of the house in order to discuss these motions and associated issues.
MOTION: Orlando moved and Edwin seconded to suspend the rules of the house to discuss the motions and issues in his memo. **Motion carried.**

Orlando stated that he and other SG residents are concerned about sharing the cost of NG road expenses (chip sealing, etc) with NG residents. He proposed that the Board pass the motions contained in his memo. The Board discussed this subject at length.
Unanimous Consent: The Board agreed (with one abstention from Orlando) that it needed further information before it would be able to consider Orlando's proposal. It tabled his memo motions and requested that he provide detailed information for **each** Glastonbury, including: (1) Miles paved & cost (2) Average gravel costs; (3) Snow removal and costs; (4) Future chip sealing costs; (5) Repair costs; (6) Use of roads by families of students at Thomas More & Henry Longfellow schools by residents of each Glastonbury (Orlando to contact Marjorie Lombard); (7) PVRC related traffic use by residents of each Glastonbury (Laura Boise to determine with PVRC Committee); (8) NG Lot 185 & SG Lot 184 use of roads; (9) Assessments collected in each Glastonbury, and; (10) Past road expense data (to be provided by David Tonkin). The Board requested that the above information be forwarded to each Board member prior to the November 7 meeting; it agreed to revisit the issue at that meeting.

File: MtgMins 10 03 05
Drafts: 10 19 05; 10 26 05; 1110 05 – FINAL
Approved: 11 07 05

7. Open Floor and Comment Period. Tabled.

8. Next Meeting and Adjournment
The meeting was adjourned at 11:10 p.m. with no further business. The next meeting will be held on November 7, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

TR100305.1 *Ronda:* prepare 2006 budget document for annual meeting

TR100305.2 *Board:* In 2006, revisit suggestion to change assessment payment deadline to February 29.

AR100305.1 *Alyssa/Denise:* Send project approval to Robert Wallace, Parcel 36-A, SG. **Done.**

AR100305.2 *Alyssa/James K.:* Complete presidents letter and forward to Laura. **Done.**

RC100305.1 *Phase 1 & 2 Committees:* Meet and review Bylaws

RC100305.2 *David/JT, et al:* Handle Tennis Court Fencing materials

EL100305.1 *Laura/Denise:* Finalize annual meeting agenda.

EL100305.2 *Ronda/Janet:* Complete orientation package and give to Denise to copy and send to Board. **Done.**

EL100305.3 *Alyssa/James K*: Complete president's letter w/Board input & send to Denise to xerox: **Done**.

EL100305.4 *Board Committee Chairs:* Prepare Annual Meeting reports and bring to Nov. 7 meeting. (**Note:** Final copy must be e-mailed to Denise prior to the Annual Meeting)

OB100305.1 *David/Laura:* Gather information re: roads and submit to Orlando.

OB100305.2 *Orlando:* Compile information requested by the Board and submit to the Board and administrative secretary prior to Nov 7 mtg. so as to give time for Board to review.

File: MtgMins 10 03 05
Drafts: 10 19 05; 10 26 05; 1110 05 – FINAL
Approved: 11 07 05

2005-10-03_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Agenda

October 3, 2005

Electronic Agenda Missing

Glastonbury Landowner's Association

Budget Variance Report

January through September 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
102. Dwelling 2000	120.00			
103. Dwelling 2001	240.00			
104. Dwelling 2002	720.00			
105. Dwelling 2003	1,012.26			
106. Dwelling 2004	2,245.68			
107. Dwelling 2005	22,489.62	28,764.96	-6,275.34	78.2%
125. Land Prior to 2000	240.00			
126. Land 2000	360.00			
127. Land 2001	480.00			
128. Land 2002	760.00			
129. Land 2003	1,505.87			
130. Land 2004	3,871.44			
131. Land 2005	37,888.49	48,840.00	-10,951.51	77.6%
150. GAV	6,027.00			
160. Finance Chrgs Late Accnts	2,979.56	999.96	1,979.60	298.0%
163. Penalties Late Accounts	491.72	150.00	341.72	327.8%
100. Assessments - Other	1,850.00			
Total 100. Assessments	83,281.64	78,754.92	4,526.72	105.7%
200. Architectural Fees				
201. Application Fee	575.00			
202. IF - House	250.00			
206. IF - Driveway	75.00	100.00	-25.00	75.0%
207. IF - Septic	75.00			
208. IF - Package	850.00			
210. IF - Subdivison	300.00			
213. IF - Minor Variance	50.00			
215. Expediting Fee	100.00			
200. Architectural Fees - Other	0.00	4,935.00	-4,935.00	0.0%
Total 200. Architectural Fees	2,275.00	5,035.00	-2,760.00	45.2%
300. Roads				
301. CUT - Road Paving Loan	1,655.80	2,270.00	-614.20	72.9%
302. Knap Weed Refund	2,082.50	2,000.00	82.50	104.1%
Total 300. Roads	3,738.30	4,270.00	-531.70	87.5%
400. Liens				
401. Landowner Filing Fee	150.00	100.00	50.00	150.0%
Total 400. Liens	150.00	100.00	50.00	150.0%
500. Interest Earned				
501. Savings Interest	270.78	54.96	215.82	492.7%
Total 500. Interest Earned	270.78	54.96	215.82	492.7%
700. Other Income				

GLA 02040

Glastonbury Landowner's Association

Budget Variance Report

January through September 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
701. Miscellaneous	9.47	6,759.96	-6,750.49	0.1%
Total 700. Other Income	9.47	6,759.96	-6,750.49	0.1%
Total Income	89,725.19	94,974.84	-5,249.65	94.5%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	17,426.62	19,000.00	-1,573.38	91.7%
A02. Contractors - Snow Removal	3,140.12	5,000.00	-1,859.88	62.8%
A03. Contractors - Weed Contrl	4,165.00	8,000.00	-3,835.00	52.1%
A04. Travel	20.00			
A05. Equipment Reg & Ins	1,667.44	1,600.00	67.44	104.2%
A06. Equipment Mtce	358.85	360.00	-1.15	99.7%
A08. Road Improvement Loan	22,668.96	30,230.00	-7,561.04	75.0%
A09. Administration	120.00	300.00	-180.00	40.0%
A11. Miscellaneous	522.00	510.00	12.00	102.4%
Total A00. Roads & Weeds	50,088.99	65,000.00	-14,911.01	77.1%
B00. Architectural				
B01. Contractors	378.00	1,900.02	-1,522.02	19.9%
B02. Travel	0.00	199.98	-199.98	0.0%
B04. Administration	264.00	600.00	-336.00	44.0%
B06. Legal Fees	82.87	83.00	-0.13	99.8%
Total B00. Architectural	724.87	2,783.00	-2,058.13	26.0%
C00. Complaints				
C01. Contractors	69.00			
C04. Legal Fees	223.13	141.00	82.13	158.2%
C05. Miscellaneous	29.99			
Total C00. Complaints	322.12	141.00	181.12	228.5%
D00. Recreation				
D03. PVRC	2,111.27	2,200.04	-88.77	96.0%
Total D00. Recreation	2,111.27	2,200.04	-88.77	96.0%
E00. Master Plan				
E02. Travel	20.00			
E03. Administration	5.44	1,000.00	-994.56	0.5%
Total E00. Master Plan	25.44	1,000.00	-974.56	2.5%
F00. Website				
F01. Contractors - Dev & Mtce	229.95	260.04	-30.09	88.4%
F02. URL Website Fee	19.90	240.00	-220.10	8.3%
F03. Software	149.00	150.00	-1.00	99.3%
Total F00. Website	398.85	650.04	-251.19	61.4%
G00. Liens				
G01. Lien Filing	591.42	1,800.00	-1,208.58	32.9%

GLA 02041

Glastonbury Landowner's Association

Budget Variance Report

January through September 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
G02. Travel	10.00	99.96	-89.96	10.0%
G03. Administration	465.67			
Total G00. Liens	1,067.09	1,899.96	-832.87	56.2%
H00. Discounts				
H01. Assessment Fees	549.50	562.00	-12.50	97.8%
Total H00. Discounts	549.50	562.00	-12.50	97.8%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,583.50	8,750.04	-6,166.54	29.5%
K02. Contractors - Bookkeeper	3,421.82	4,350.00	-928.18	78.7%
K03. Contractors - Accountant	105.00	105.00	0.00	100.0%
K04. Contractors - Database	0.00	650.00	-650.00	0.0%
K05. Contractors - Attorney	0.00	500.00	-500.00	0.0%
K06. Office Supplies	517.11	1,200.00	-682.89	43.1%
K07. Postage and Delivery	336.28	1,800.00	-1,463.72	18.7%
K08. Board Meetings	3,183.26	650.04	2,533.22	489.7%
K09. Bank Service Charges	12.50	48.50	-36.00	25.8%
K10. Petty Cash Advance	151.17			
K11. Rent	60.00			
K12. Insurance	4,804.66	4,500.00	304.66	106.8%
K13. Taxes	0.00	200.00	-200.00	0.0%
K14. Licenses and Permits	66.25	65.00	1.25	101.9%
K15. Equipment Repair & Mtce	0.00	140.00	-140.00	0.0%
K17. Equipment Purchases	40.00	141.00	-101.00	28.4%
K18. Miscellaneous	20.00	140.00	-120.00	14.3%
Total K00. General Operating Expenses	15,301.55	23,239.58	-7,938.03	65.8%
L00. Other Expenses				
L01. Miscellaneous	127.95	538.00	-410.05	23.8%
Total L00. Other Expenses	127.95	538.00	-410.05	23.8%
Total Expense	70,717.63	98,013.62	-27,295.99	72.2%
Net Ordinary Income	19,007.56	-3,038.78	22,046.34	-625.5%
Net Income	**19,007.56**	**-3,038.78**	**22,046.34**	**-625.5%**

GLA 02042

2005-11-07_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 7, 2005

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Prayer**

The meeting was called to order by James Kozlik at 7:15 p.m., at Golden Ratio Woodworks.
PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Ronda Alexander (Treasurer), Edward Anderson, Allysa Angelis Allen, Laura Boise, Edwin Johnson, Orlando Johnson, Charlotte Mizzi and Joanna Snyder.
ABSENT: David Tonkin.
PROXIES:
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); Landowners: Catherine Bielitz, Marian Kozlik, Abram Boise, Albert Vinci, Ken Case, Bob Rasmussen, Windy Davis, Per Norell, Carla Pagnier, Rik Pittendorfer, Daniel Kehoe, Cris Bary, Rick Sendra, Church Muto, Sally Muto, Jerry Dirkers, Arlan Pfeil, Ben Mitchem, Craig Lannes, Denise Diehl, John Cameron and Clare Parker.

2. **Reading and Disposition of the Minutes General Business.**

October 3, 2005 Meeting Minutes:
UNANIMOUS AGREEMENT: The Board agreed to approve the October 3, 2005 minutes with amendments. (1 abstention from Joanna Snyder who wasn't present at the meeting)

3. **Landowner Issues/Concerns**

3.1 Unfinished Business. None.

3.2 New Business

a. Albert Vinci's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson
b. Justin Woodruff's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson
c. Clare Parker's 10/28/05 Ltr. re: conduct of Edwin Johnson – Clare Parker
d. Craig Lannes 9/28/05 Document - Lannes v Johnson
e. Denise Diehl's 11/28/05 Ltr. re: conduct of Edwin Johnson

Board members, landowners and Edwin discussed the various issues included in the above letters.

MOTION: Orlando motioned and Charlotte seconded that a subcommittee be formed to research and act upon the water rights complaints concerning Edwin Johnson. **AMENDMENT:** Ronda motioned and Charlotte seconded to bring in a third party to research the water rights issue and that the Board then review the issue at another meeting. **AMENDMENT & MOTION CARRIED.**

MOTION: Joanna motioned and Ronda seconded to suspend Edwin Johnson from all Board activities until the new Board is elected and convenes. If Johnson is reelected to the Board on November 12, 2005, he will remain suspended until the Board investigates

File: MtgMins 11 07 05
Draft: 05 24 06 - FINAL
Approved: 06 05 06

the allegations and determines whether or not his actions should result in removal from the Board. **Motion carried.** (2 abstentions: Charlotte and proxy for David Tonkin)

Edwin announced that he was resigning from the Board and would not run for re-election in November.

. 3.3 Voting Inequity – Per Norell

Per Norell and Craig Lannes expressed the opinion that each landowner should have just one vote and that the GLA policy which allows landowners to receive one vote for each parcel owned was an unfair practice. The Board discussed this subject with attending landowners and explained that voting procedures could only be changed through 51% of the vote of the landowners. Until that event occurs, the GLA will abide by the voting guidelines expressed in the GLA Covenants, Bylaws and First Amendment to the Bylaws.

3.4 Voting Parameters

UNANIMOUS CONSENT: Ronda distributed "Voting Parameters" based on the GLA Covenants, Bylaws and First Amendment to the Bylaws. The Board approved this document with amendments.

ACTION ITEM: The above approved "Voting Parameters" document will be made available to landowners at the GLA Annual Meeting.

g. R. Zeman 10/21/05 Ltr re: Candidate, Pouwel Gelderloos. Ronda reported she spoke with Zeman about his concern.

h. Clare Parker's 10/4/05 Ltr re: Rescinding Grievance. James K. acknowledged Clare's letter; Clare confirmed her concerns had been resolved.

4. General Business

4.1 Unfinished Business. None.

4.2 New Business

a. Meeting Minutes

Ronda reviewed that future minutes would include:

- How Board Members voted
- Change "0ld Business" to "Unfinished Business"
- List all "Unanimous Consent" decisions along with motions

b. New Board Member Orientation Package – Ronda Alexander & Janet Naclerio

MOTION: Ronda motioned and Joanna seconded to approve the Board Orientation package, including the Code of Ethics, to be distributed to all members of the upcoming Board. **Motion carried.**

c. Covenants/ByLaws Special Committee. Tabled.

d. Meeting Voting Procedures on Projects when Landowner is Present. Tabled.

e. Interfacing Procedures between GLA Committees and GLA Board. Tabled.

f. Revisit January Early Payment Discount on Assessments.
UNANIMOUS CONSENT: Ronda briefly reviewed that the discount did not really benefit the GLA and the Board agreed to "discuss" eliminating the procedure at a future meeting.

g. Community Committee
UNANIMOUS CONSENT: The Board agreed that Joanna and Laura will chair the Community Committee on a temporary basis until it is established. The community will be invited to participate as committee members.

5. Report of Officers and Committees

5.1 Treasurer's Report – Ronda Alexander, Treasurer
Ronda distributed "Actual Income and Expenses vs. Budget, January through October, 2005" and "October 2005 Bank Transactions."

5.1.1 Unfinished Business
a. Assessment Refund Requests for Sold Properties (Pieter Graafland) Tabled.
b. Board Member Payments re: Work performed after 12 hrs volunteer time. Tabled.

5.1.2 New Business
a. Approve 2006 Budget.
MOTION: Charlotte motioned and JT seconded to approve the 2006 Operating Budget and to distribute it at the Annual Meeting. **Motion carried**

ACTION ITEM: Ronda reviewed that the GLA is $14,000 short and will need to determine additional ways to collect unpaid assessment fees.

b. Invoices due from Committee Chairs
Ronda requested outstanding invoices from the chair persons.

c. Identify Legal Advisor to Board. Tabled.

d Unpaid assessment on sold properties. Tabled.

File: MtgMins 11 07 05
Draft: 05 24 06 - FINAL
Approved: 06 05 06

5.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise

5.2.1 Unfinished Business

a. Everett Johnston's Gate Agreement Response. Tabled.

b. Status of Kathleen Ramp's Subdivision. Tabled.

5.2.2 New Business

a. Parcels 106 & 109 (SG)/Victorina Peterson, - Boundary Adjustment & Subdivision
Alyssa reviewed the application.
MOTION: Alyssa motioned and Charlotte seconded to approve Victorina Peterson's boundary adjustment and subdivision for Parcels 106 & 109 (SG) on the condition that any disturbed land is reseeded after construction. **Motion carried.**

b. Parcel 35 (SG)/Carla Pagnier Subdivision. Tabled.
Alyssa noted that Carla Pagnier's variance process must be completed before Board review.

c. Parcel 29 (SG)/Abram Boise House Construction
UNANIMOUS CONSENT: Alyssa reported that prior to the meeting, the Board unanimously approved (via e-mail) the application for Abram Boise's house construction, Parcel 29 (SG), with the following conditions: (1) For proper drainage, a culvert will be installed, if necessary, where the driveway meets Arcturus Road; (2) The necessary septic permit is obtained prior to septic system construction; (3) The electrical permit is obtained prior to electrical work starting; and (4) The disturbed land be reseeded after construction.

d. Develop Policy/Procedure: The GLA will need to determine how to handle the reimbursement of an impact fee when a project has required consultant fees and then is not approved and/or is cancelled by Landowner. *See agenda item "g. Architectural Fees for Applications Not Approved" below.*

e. Price's/O'Connell's Fence & Driveway Issue- Jame Kozlik (Recommendation re: how to advise landowners with similar issues.) **Tabled.**

f. Architectural Fees Exceptions
Ronda and Alyssa discussed the pros and cons of making fee exceptions.

g. Architectural Fees for Applications Not Approved
UNANIMOUS CONSENT: The Board approved the proposed handling of fees as explained in Alyssa's document entitled "A process needs to be established for handling fees collected when a project application is not approved."

h. Parcel 109 (SG)/Victorina Peterson – Well Drilling Application
ACTION ITEM: After Alyssa briefly reviewed the application, she informed the Board that she will send further detailed information to them regarding this application (via e-mail) and

request their vote of approval in the coming week.

5.3 **Road & Weed Committee Report-** James Trisdale (JT) (Chair)
5.3.1 Unfinished Business
a. Kathleen Rakela 5/12/05 Letter re: weed problem & invoice. Tabled.
b. Kathleen Rakela 7/25/05 Letter re: Roads & Budget. Tabled.
c. Edwin Johnson Water Rights/Fire Pond (See discussion on this topic in Agenda Item 3, 3.2 above.)
d. Everett Johnston sign. Tabled.

5.3.2 New Business
a. Fall weed cutting and spraying. Tabled.

5.4 **Complaint Committee Report** – No Chair
5.4.1 Unfinished Business. (Pending formation of new committee)
5.4.2 New Business. None.

5.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi (Chair), Laura Boise, Orlando Johnson & David Tonkin
5.5.1 Unfinished Business
a. Status of Density standard survey mailing & compiling of responses. Tabled.

5.5.2 New Business. None.

5.6 **Recreation Committee Report** – Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate)
5.6.1 Unfinished Business
a. **Status of Phase I and II Committees Report-** Janet Naclerio & David Tonkin **Tabled.**
5.6.2 New Business
a. Status of donated tennis fencing. Tabled.

5.7 **Web Site Committee Report** - Edward Anderson (Chair)
5.7.1 Unfinished Business. None.
5.7.2 New Business. None.

5.8 **Election Committee Report** - Laura Boise (Chair) & Ronda Alexander
5.8.1 Unfinished Business
a. Status of Committee Reports due Nov. 7
ACTION ITEM: Laura requested committee chairs speaking at the Annual meeting need to forward to her any outstanding meeting reports.

5.8.2 New Business

a. Elections/Annual Meeting Update

Laura reviewed several details of annual meeting plans.

b. Elections/Annual Meeting Agenda – Laura Boise/Denise Orr

UNANIMOUS CONSENT: JT and Joanna motioned to approve the proposed Nov. 12, 2005 agenda with amendments. Motion carried unanimously

c. Board Vote for Nov. 12 Candidates

The Board voted privately for the Nov. 12 candidates in order to determine how the President will vote on behalf of landowners who give their annual election proxies to the Board.

5.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

6. Other Business

6.1 Unfinished Business. None.

6.2 New Business

a. Orlando Johnson's Updated Proposal re: SG Road Expenditures. Tabled.

b. MSU Student for North/South Financial Split Study.

Ronda proposed that the GLA find an MSU student to research this topic.

c. GLA Telephone Tree

Laura announced that Maydell Goulart is willing to set up a GLA landowner telephone tree free of charge.

7. Open Floor Comment Period

8. Next Meetings and Adjournment

The meeting was adjourned at 10:30 p.m. with no further business. The Annual Meeting will be held on November 12 at Emigrant Hall, 10:00 a.m. – 1 p.m.

In 2005, the remaining two meetings of the Board of Directors will be held on Dec. 5 (Orientation for Board Members Only) and on Dec. 12 (normal Board of Directors Meeting).at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

(See Action Items on next page)

NEW ACTION ITEMS:

LC110705 *Board:* Determine final response re: complaints concerning E. Johnson.

LC110705 *Board:* Form a subcommittee and bring in a third party to research and act upon the water rights complaints concerning Edwin Johnson.

LC110705 *Denise:* Edit and duplicate "Voting Parameters" and bring to Annual Meeting. **Done.**

GB110705 *Ronda/Denise:* Prepare approved Orientation Package for new Board. **Done.**

TR110705.1 *Board Chairs:* Submit any outstanding invoices to Ronda. **Done.**

TR110705.2 *Board:* Determine additional ways to collect unpaid assessment fees.

AR110706.1 *Alyssa/Denise:* Draft/send approval to Peterson re: boundary adjustment. **Done.**

AR110705.2 *Alyssa/Denise:* Draft/send approval to Abram Boise re: house construction. **Done.**

AR110705.3 *Alyssa:* Incorporate "A process" document into architectural committee procedures.

AR110705.4 *Alyssa:* E-mail Peterson Well Drilling application to the Board. **Done.**

AR110705.5 *Denise:* Edit and copy Nov. 12 agenda for annual meeting. **Done.**

EL110705 *Committee Chairs:* Send Laura committee reports to be presented at annual meeting. **Done.**

File: MtgMins 11 07 05
Draft: 05 24 06 - FINAL
Approved: 06 05 06

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda - November 7, 2005
(Revised 11/6/05)

1. **Call to Order, Opening Prayer**
   a. Opening Comments

2. **Reading and Disposition of Minutes**
   October 3, 2005

3. **Landowner Issues/Concerns**
   3.1 Unfinished Business. None.
   3.2 New Business
   a. Albert Vinci's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson
   b. Justin Woodruff's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson
   c. Clare Parker's 10/28/05 Ltr. re: conduct of Edwin Johnson – Clare Parker
   d. Craig Lannes 9/28/05 Document - Lannes v Johnson
   e. Denise Diehl's 11/28/05 Ltr. re: conduct of Edwin Johnson
   f. Voting Inequity – Per Norell
   g. R. Zeman 10/21/05 Ltr re: Candidate, Pouwel Gelderloos
   h. Clare Parker's 10/4/05 Ltr re: Rescinding Grievance

4. **General Business**
   4.1 Unfinished Business. None.
   4.2 New Business
   a. Meeting Minutes – Ronda Alexander
      - Include how Board Members voted
      - Change "0ld" Business to "Unfinished" Business
      - List all "Unanimous Consent" decisions along with motions
   b. New Board Member Orientation Package – Ronda Alexander & Janet Naclerio
   c. Covenants/ByLaws Special Committee – Ronda Alexander
   d. Meeting Voting Procedures on Projects when Landowner is Present – Ronda Alexander
   e. Interfacing Procedures between GLA Committees and GLA Board – James Kozlik
   f. Revisit January Early Payment Discount on Assessments – Ronda Alexander

5. **Report of Officers and Committees**
   5.1 Treasurer's Report – Ronda Alexander, Treasurer
   ~~a. Approve 2006 budget~~

   5.1.1 Unfinished Business
   a. Assessment Refund Requests for Sold Properties (Pieter Graafland) – James Kozlik
   b. Board Member Payments re: Work performed after 12 hrs volunteer time – Ronda Alexander

   5.1.2 New Business
   a. Approve 2006 Budget
   b. All invoices due from Committee Chairs – Ronda Alexander
   c. Identify Legal Advisor to Board –Ronda Alexander
   d Unpaid assessment on sold properties – Ronda Alexander

5.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise

5.2.1 Unfinished Business

a. Everett Johnston's Gate Agreement Response
b. Status of Kathleen Ramp's Subdivision

5.2.2 New Business

a. Parcels 106 & 109 (SG)/Victorina Peterson, - Boundary Adjustment & Subdivision - Allysa
b. Parcel 35 (SG)/Carla Pagnier Subdivision -Allysa
c. Parcel 29 (SG)/Abrahm Boise House Construction - Alyssa
d. Develop Policy/Procedure: How to handle reimbursement of impact fee when project has required consultant fees and then is not approved and/or is cancelled by Landowner-Alyssa.
e. Price's/O'Connell's Fence & Driveway Issue- Jame Kozlik (Recommendation re: how to advise landowners with similar issues.)
f. Architectural Fees Exceptions – Ronda/Alyssa

5.3 Road & Weed Committee Report- James Trisdale (JT) (Chair)

5.3.1 Unfinished Business

a. Kathleen Rakela 5/12/05 Letter re: weed problem & invoice
b. Kathleen Rakela 7/25/05 Letter re: Roads & Budget
c. Edwin Johnston Water Rights/Fire Pond – James Kozlik
d. Everett Johnston sign – James Kozlik

5.3.2 New Business

a. Fall weed cutting and spraying - JT

5.4 Complaint Committee Report – No Chair

5.4.1 Unfinished Business. (Pending formation of new committee)
5.4.2 New Business. None.

5.5 Land Use Master Plan Committee Report – Charlotte Mizzi (Chair), Laura Boise, Orlando Johnson & David Tonkin

5.5.1 Unfinished Business

a. Status of Density standard survey mailing & comiling responses

5.5.2 New Business. None.

5.6 Recreation Committee Report – Janet Naclerio (Chair), Laura Boise, Edwin Johnson & Edward Anderson (alternate)

5.6.1 Unfinished Business

a. Status of Phase I and II Committees Report- Janet Naclerio & David Tonkin

5.6.2 New Business

a. Status of donated tennis fencing.

5.7 Web Site Committee Report - Edward Anderson (Chair)

5.7.1 Unfinished Business. None.

5.7.2 New Business. None.

5.8 Election Committee Report - Laura Boise (Chair) & Ronda Alexander

5.8.1 Unfinished Business

a. Status of Committee Reports due Nov. 7 – Laura Boise

5.8.2 New Business

a. Elections/Annual Meeting Update – Laura Boise
b. Elections/Annual Meeting Agenda – Laura Boise/Denise Orr
c. Board vote for Nov. 12 Candidates – Laura Boise /Denise Orr

5.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

6. Other Business

6.1 Unfinished Business. None.

6.2 New Business

a. Orlando Johnson's Updated Proposal re: SG Road Expenditures – Orlando Johnson
b. MSU Students for North/South Financial Split Study – Ronda Alexander

7. Open Floor Comment Period

8. Next two Meetings in 2006: Dec. 5 (Orientation for Board Members Only) and **Dec. 12** (normal Board of Directors Meeting) and **Adjournment.**

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "6. Open Floor Comment Period".

11/7/05

Glastonbury Landowner's Association

Actual Income and Expenses vs. Budget

January through October 2005

	Actual Jan 1-Oct 31	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
Income				
100. Assessments				
101. Dwelling Prior to 2000	-240.00		-240.00	100.0%
102. Dwelling 2000	0.00		0.00	0.0%
103. Dwelling 2001	120.00		120.00	100.0%
104. Dwelling 2002	600.00		600.00	100.0%
105. Dwelling 2003	892.26		892.26	100.0%
106. Dwelling 2004	2,365.68		2,365.68	100.0%
107. Dwelling 2005	23,289.47	28,764.96	-5,475.49	80.97%
125. Land Prior to 2000	240.00		240.00	100.0%
126. Land 2000	360.00		360.00	100.0%
127. Land 2001	480.00		480.00	100.0%
128. Land 2002	780.00		780.00	100.0%
129. Land 2003	1,625.67		1,625.67	100.0%
130. Land 2004	4,451.44		4,451.44	100.0%
131. Land 2005	39,612.33	42,594.00	-2,981.67	93.0%
150. GAV	6,027.00	6,468.00	-441.00	93.18%
160. Finance Chrgs Late Accnts	3,708.66	999.96	2,708.70	370.88%
161. Penalties Late Accounts	562.72		562.72	100.0%
162. Handling Fee	0.00		0.00	0.0%
100. Assessments - Other	1,625.97			
Total 100. Assessments	86,501.40	78,826.92	7,674.48	109.74%
200. Architectural Fees				
201. Application Fee	600.00		600.00	100.0%
202. IF - House	250.00		250.00	100.0%
203. IF - Structures 200/800sf	0.00		0.00	0.0%
204. IF - Structures Over 800sf	0.00		0.00	0.0%
205. IF - Well	0.00		0.00	0.0%
206. IF - Driveway	75.00		75.00	100.0%
207. IF - Septic	75.00		75.00	100.0%
208. IF - Package	1,275.00		1,275.00	100.0%
209. IF - Mobile Home	0.00		0.00	0.0%
210. IF - Subdivison	300.00		300.00	100.0%
211. IF - Road	0.00		0.00	0.0%
212. IF - Commercial	0.00		0.00	0.0%
213. IF - Minor Variance	50.00		50.00	100.0%
214. IF - Major Variance	0.00		0.00	0.0%
215. Expediting Fee	100.00		100.00	100.0%
216. Road Use Fee	0.00		0.00	0.0%
200. Architectural Fees - Other	0.00	5,040.00	-5,040.00	0.0%
Total 200. Architectural Fees	2,725.00	5,040.00	-2,315.00	54.07%
300. Roads				
301. CUT - Road Paving Loan	1,655.80	2,270.00	-614.20	72.94%
302. Knap Weed Refund	2,082.50	2,000.00	82.50	104.13%
303. Miscellaneous	0.00		0.00	0.0%
Total 300. Roads	3,738.30	4,270.00	-531.70	87.55%

Glastonbury Landowner's Association

Actual Income and Expenses vs. Budget

January through October 2005

	Actual Jan 1-Oct 31	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
Income (con't)				
400. Liens				
401. Landowner Filing Fee	150.00	100.00	50.00	150.0%
402. Miscellaneous	0.00		0.00	0.0%
Total 400. Liens	150.00	100.00	50.00	150.0%
500. Interest Earned				
501. Savings Interest	300.02	54.96	245.06	545.89%
Total 500. Interest Earned	300.02	54.96	245.06	545.89%
600. Reimbursed Expenses	0.00		0.00	0.0%
700. Other Income				
701. Miscellaneous	9.47	6,759.96	-6,750.49	0.14%
Total 700. Other Income	9.47	6,759.96	-6,750.49	0.14%
Total Income	93,424.19	95,051.84	-1,627.65	98.29%
Expenses				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	22,426.62	19,000.00	3,426.62	118.04%
A02. Contractors - Snow Removal	3,140.12	5,000.00	-1,859.88	62.8%
A03. Contractors - Weed Contrl	4,165.00	8,000.00	-3,835.00	52.06%
A04. Travel	20.00		20.00	100.0%
A05. Equipment Reg & Ins	1,667.44	1,600.00	67.44	104.22%
A06. Equipment Mtce	358.85	360.00	-1.15	99.68%
A07. Discounts - Weed Control	0.00		0.00	0.0%
A08. Road Improvement Loan	22,668.96	30,230.00	-7,561.04	74.99%
A09. Administration	120.00	300.00	-180.00	40.0%
A10. Legal Fees	0.00		0.00	0.0%
A11. Miscellaneous	522.00	510.00	12.00	102.35%
Total A00. Roads & Weeds	55,088.99	65,000.00	-9,911.01	84.75%
B00. Architectural				
B01. Contractors	378.00	1,900.02	-1,522.02	19.9%
B02. Travel	0.00	199.98	-199.98	0.0%
B04. Administration	264.00	600.00	-336.00	44.0%
B05. Legal Fees	82.87	83.00	-0.13	99.84%
B06. Miscellaneous	0.00		0.00	0.0%
Total B00. Architectural	724.87	2,783.00	-2,058.13	26.05%
C00. Complaints				
C01. Contractors	69.00		69.00	100.0%
C02. Travel	0.00		0.00	0.0%
C03. Administration	0.00		0.00	0.0%
C04. Legal Fees	223.13	141.00	82.13	158.25%
C05. Miscellaneous	29.99		29.99	100.0%
C00. Complaints - Other	0.00		0.00	0.0%
Total C00. Complaints	322.12	141.00	181.12	228.45%

Glastonbury Landowner's Association

Actual Income and Expenses vs. Budget

January through October 2005

	Actual Jan 1-Oct 31	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
Expenses (con't)				
D00. Recreation				
D01. Contractors	0.00		0.00	0.0%
D02. Travel	0.00		0.00	0.0%
D03. PVRC	2,148.94	2,200.04	-51.10	97.68%
D04. Administration	0.00		0.00	0.0%
D05. Legal Fees	0.00		0.00	0.0%
D06. Miscellaneous	0.00		0.00	0.0%
Total D00. Recreation	2,148.94	2,200.04	-51.10	97.68%
E00. Master Plan				
E01. Contractors	0.00		0.00	0.0%
E02. Travel	20.00		20.00	100.0%
E03. Administration	105.44	1,000.00	-894.56	10.54%
E04. Legal Fees	82.50		82.50	100.0%
E05. Miscellaneous	0.00		0.00	0.0%
Total E00. Master Plan	207.94	1,000.00	-792.06	20.79%
F00. Website				
F01. Contractors - Dev & Mtce	229.95	260.04	-30.09	88.43%
F02. URL Website Fee	19.90	240.00	-220.10	8.29%
F03. Software	149.00	150.00	-1.00	99.33%
F04. Miscellaneous	0.00		0.00	0.0%
Total F00. Website	398.85	650.04	-251.19	61.36%
G00. Liens				
G01. Lien Filing	601.17	1,800.00	-1,198.83	33.4%
G02. Travel	10.00	99.96	-89.96	10.0%
G03. Administration	465.67		465.67	100.0%
G04. Miscellaneous	0.00		0.00	0.0%
Total G00. Liens	1,076.84	1,899.96	-823.12	56.68%
H00. Discounts				
H01. Assessment Fees	554.50	562.00	-7.50	98.67%
Total H00. Discounts	554.50	562.00	-7.50	98.67%
J00. Other Projects				
J01. Fire Protection	0.00		0.00	0.0%
J02. Water Reservoir	300.00		300.00	100.0%
Total J00. Other Projects	300.00	0.00	300.00	100.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,791.50	4,850.04	-2,058.54	57.56%
K02. Contractors - Bookkeeper	3,526.82	4,350.00	-823.18	81.08%
K03. Contractors - Accountant	105.00	105.00	0.00	100.0%
K04. Contractors - Database	48.75	650.00	-601.25	7.5%
K05. Contractors - Attorney	0.00	500.00	-500.00	0.0%
K06. Office Supplies	517.11	1,200.00	-682.89	43.09%
K07. Postage and Delivery	336.28	1,800.00	-1,463.72	18.68%

Glastonbury Landowner's Association

Actual Income and Expenses vs. Budget

January through October 2005

	Actual Jan 1-Oct 31	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
Expenses (con't)				
K00. General Operating Expenses Con't)				
K08. Monthly Board Meetings	3,249.99	3,900.00	-650.01	83.33%
K09. Bank Service Charges	12.50	48.50	-36.00	25.77%
K10. Petty Cash Advance	110.40	0.00	110.40	100.0%
K11. Rent	100.00	140.00	-40.00	71.43%
K12. Insurance	4,804.66	4,500.00	304.66	106.77%
K13. Taxes	0.00	200.00	-200.00	0.0%
K14. Licenses and Permits	66.25	65.00	1.25	101.92%
K15. Equipment Repair & Mtce	0.00	140.00	-140.00	0.0%
K16. Equipment Rentals	0.00		0.00	0.0%
K17. Equipment Purchases	40.00	141.00	-101.00	28.37%
K18. Miscellaneous	0.00		0.00	0.0%
Total K00. General Operating Expenses	15,709.26	22,589.54	-6,880.28	69.54%
L00. Other Expenses				
L01. Miscellaneous	127.95	538.00	-410.05	23.78%
Total L00. Other Expenses	127.95	538.00	-410.05	23.78%
M00. Annual Meeting/Elections				
M01. Contractors	0.00		0.00	0.0%
M02. Travel	0.00		0.00	0.0%
M03. Administration	266.80		266.80	100.0%
M04. Postage and Delivery	284.13		284.13	100.0%
M05. Refreshments	0.00		0.00	0.0%
M06. Rent	75.00		75.00	100.0%
M07. Miscellaneous	450.00		450.00	100.0%
Total M00. Annual Meeting/Elections	1,075.93	0.00	1,075.93	100.0%
Total Expenses/Budget	77,736.19	97,363.58	-19,627.39	79.84%
Total Income/Budget	93,424.19	95,051.84	-1,627.65	98.29%
Net Income/Budget	**15,688.00**	**-2,311.74**	**-17,999.74**	**80.73%**

11/7/05

Glastonbury Landowner's Association

2006 Operating Budget

Amount	Fixed Budget Expenses	Amount	Variable Budget Expenses
42,275.00	**Roads & Weeds**	**33,500.00**	**Roads & Weeds**
1,600.00	Equipment - registration, insurance	20,000.00	Road Maintenance - grading, gravel
30,225.00	Road Improvement Loan - Paved Roads (balance of $210,651.09 due in 2016)	8,000.00	Snow Removal - plowing, sanding
10,450.00	South Glastonbury Roads - Hercules, road maintenance ($10,434.16 due in 2006)	5,000.00	Weed Control - spraying, mowing
		500.00	Miscellaneous - equipment maintenance, administration, legal
		4,500.00	**Architectural**
		4,200.00	Contractors - site inspection, consultation
		300.00	Miscellaneous - administration, legal
		0.00	**Complaints**
		0.00	Contractors - research, mediation
		0.00	Miscellaneous - administration, legal
2,200.00	**Recreation**	**0.00**	**Recreation**
1,400.00	PVRC - NG soccer field liability insurance	0.00	Contractors - research, proposals
800.00	PVRC - NG soccer field electricity	0.00	Paradise Valley Recreation Center (PVRC) - North Glastonbury Soccer Field
		0.00	Miscellaneous - administration, legal
		1,000.00	**Master Plan**
		0.00	Contractors - document development
		1,000.00	Miscellaneous - surveys, mailings, administration, legal
250.00	**Website**	**500.00**	**Webiste**
250.00	Internet Hosting Fee	500.00	Contractors - development, maintenance
		0.00	Miscellaneous - software
75.00	**Elections/Annual Landowner's Mtg**	**1,600.00**	**Elections/Annual Landowner's Meeting**
75.00	Rent - Emigrant Hall	500.00	Contractors - document development, administration
		500.00	Postage - nominations, elections, meeting notice
		300.00	Refreshments - annual landowner's meeting
		300.00	Administration - correspondence, materials, handouts
		0.00	Miscellaneous
		1,150.00	**Lien Filing**
		500.00	Lien Filing - processing fees
		150.00	Travel - County Recorder's Office
		500.00	Administration - correspondence, postage

GLA 02059

Glastonbury Landowner's Association

2006 Operating Budget

Amount	Fixed Budget Expenses	Amount	Variable Budget Expenses
		600.00	**Discounts**
		600.00	Annual Landowner early payment discount
		0.00	**Other Projects**
		0.00	Fire Protection
		0.00	Water Reservoir
5,780.00	**General Operating Expenses**	**13,360.00**	**General Operating Expenses**
105.00	Accountant - annual tax preparation and filing	4,550.00	Administrative Secretary - document maintenance, landowner requests, lien filing, database input, board member support, mail processing
50.00	Banking - account service charges, safe deposit box fee	3,060.00	Bookkeeper - maintenance of financial records, financial reporting, payables and receivables, bank account maintenance, landowner assessment statements
500.00	Rent - monthly Board meetings, GLA file storage	500.00	Database Manager - development, maintenance
4,850.00	Insurance - GLA liability insurance	500.00	Attorney - legal advice, litigation
200.00	Property Taxes - property owned by the GLA	900.00	Office Supplies - letterhead, envelopes, copy paper, labels, file folders, etc.
75.00	Licenses and Permits - Corporate license fee, State Non-Profit Organizaion report	750.00	Postage - stamps, certified/registered mail, etc.
		3,000.00	Monthly Board Meetings - meeting minutes, handouts, refreshments
		100.00	Equipment - maintenance, repairs, rental
50,580.00	**Total Fixed Expenses**	**56,210.00**	**Total Variable Expenses**

$ 106,790.00 - Total Projected Expenses
50,580.00 - Fixed Expenses
56,210.00 - Variable Expenses

$ 106,790.00 - Total Projected Income
5,000.00 - 2005 Balance Forward
51,876.00 - Land Assessment Fees
32,472.00 - Dwelling Assessment Fees
8,000.00 - Architectural Fees
2,200.00 - C.U.T. Road Loan Interest Payment
4,000.00 - Knap Weed Refund
8,932.00 - Collections: Past Due Assessments
250.00 - Savings Account Interest
(1,188.00) - Subdivision Waivers
(4,752.00) - Landowners with Liens

$ 0.00 - Projected Income less Projected Expenses

$ 7,500.00 - Reserve Funds

Submitted by Alyson Allen 11/7/05

A process needs to be established for handling fees collected when a project application is <u>not</u> approved.

The first step would be for the committee to decline to accept an application when it appears to be un-approvable in the first place, and direct applicant to the Variance process if appropriate. (Do you agree?)

<u>Case 1:</u> Project is not approved. No further action can be taken.

<u>Action:</u> Refund Sanitation Bond and unused portion of Impact Fee. (Impact fee covers road usage as well as board member time required to process application.) Unused portion of impact fee equals monies remaining after subtracting application processing expense incurred by board members or contractors, or any other expenses. (?)

<u>Case 2:</u> Project is not approved, but directed to Variance Committee.

<u>Action:</u> All fees collected are flagged for "possible refund," similar to a sanitation bond, until the Variance process is completed. If the project is approved, Impact fee is moved into "income." If not approved, same as Case 1 listed above.

Note: If the variance process is pursued, the variance fees are separate from the fees that may have already been paid toward a project. The variance fees will be determined on a case-by-case basis depending on the situation, and agreed on by the applicant and Variance Committee. (This is my understanding at this point, but the committee will be further defining the process.)

<u>Unanimous Consent:</u> Board approved the above process. 11/7/05

Submitted by Allyza Angelis 11/7/05

A process needs to be established for handling fees collected when a project application is not approved.

The first step would be for the committee to decline to accept an application when it appears to be un-approvable in the first place, and direct applicant to the Variance process if appropriate. (Do you agree?) Yes OK w/ Ronda Comments Bd approved.

Case 1: Project is not approved. No further action can be taken.

Action: Refund Sanitation Bond and unused portion of Impact Fee. (Impact fee covers road usage as well as board member time required to process application.) Unused portion of impact fee equals monies remaining after subtracting application processing expense incurred by board members or contractors, or any other expenses. (?)

Case 2: Project is not approved, but directed to Variance Committee.

Action: All fees collected are flagged for "possible refund," similar to a sanitation bond, until the Variance process is completed. If the project is approved, Impact fee is moved into "income." If not approved, same as Case 1 listed above.

Note: If the variance process is pursued, the variance fees are separate from the fees that may have already been paid toward a project. The variance fees will be determined on a case-by-case basis depending on the situation, and agreed on by the applicant and Variance Committee. (This is my understanding at this point, but the committee will be further defining the process.)

FIRST AMENDMENT TO BYLAWS
OF
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

THIS AMENDMENT is made and adopted this 16th day of November, 1998, by the Board of Directors of the Glastonbury Landowners Association, Inc., pursuant to a 51% majority vote of the Association membership in favor of such amendment at the Annual Meeting of Members held November 14, 1998.

WHEREAS, a discrepancy has been called to the Board's attention between the definition of "Membership Interest" and voting procedures in the Declaration of Covenants for the Glastonbury Community and that definition and those procedures in the Bylaws for this Association; and

WHEREAS, Article XII, D, of the Bylaws expressly provides that in such case of conflict, the Covenants shall control; and

WHEREAS, Article XII, A, of the Bylaws provides for amendment to the Bylaws upon motion by the Board and approval of a 51% majority vote of the Members in good standing;

NOW THEREFORE, for the purpose of eliminating the conflict between the Covenants and Bylaws on these issues, the following two-part amendment to the Bylaws has been proposed by the Board, voted approved by the Members, and is hereby adopted:

1. Article IV, B, of the Bylaws is hereby amended to read in its entirety as follows:

"B. **Membership and Membership Interest Run With the Land.** The rights, privileges, duties and responsibilities of membership in the Association (referred to herein as a "Membership Interest") shall be as defined herein and as in the Covenants and shall run with title to the property and any qualifying portions thereof. Each Membership Interest shall be entitled to one (1) vote as defined in the Covenants.

Each of the following separated units of property, whether held by one or more than one landowner, shall constitute a separate and distinct Membership Interest that is entitled to one vote and to all other rights, privileges, duties and responsibilities as set forth in the Covenants and in these Bylaws:

a. A parcel (as defined in Section 3.22 of the Covenants);
b. An undivided tenancy-in-common interest in a parcel existing as of the effective date of the Covenants, whether owned individually or in joint tenancy; and
c. A condominium unit.

One Member of the Association may hold and exercise the entitlements of multiple Membership Interests."

2. Article V, F, of the Bylaws is hereby amended to read in its entirety as follows:

"F. **Voting.** Each member in good standing as defined in the Covenants, or any person designated by them to act as proxy on their behalf (who need not be a Member), shall be entitled to cast the vote(s) appurtenant to the Member's Membership Interest(s) at all meetings of the Members. For purposes of tabulating the written vote and consent of the Members of the Association, it is hereby provided that:

1. Each Membership Interest is entitled to one vote;
2. A Member may hold more than one Membership Interest and shall have a separate vote for each such interest;
3. The Association shall be entitled to rely on the acts of one joint owner of a Membership Interest which shall be conclusive as to that Membership Interest and binding upon the other joint owners. In the event the Association is made aware by written notice that the joint owners of a Membership Interest cannot agree as to how the vote of the Membership Interest should be cast, the Association may, in its discretion, grant each joint owner a fractional voting interest in proportion to his or her ownership interest, or may disregard the vote of such Membership Interest entirely;
4. If the total number of qualifying votes equals or exceeds fifty-one percent (51%) of the total Membership Interests of the members in good standing who cast votes at the meeting, the vote shall be effective and shall have passed."

KNOW ALL MEN BY THESE PRESENTS, that the Board of Directors of Glastonbury Landowners Association, Inc. has duly approved the foregoing Amendment to the Bylaws of said Association, and that the same shall be attached to and made a part of such Bylaws, effective as of the date first above written.

Patrick Wolberd, President

ATTEST:

Joan Murphy
Secretary

CODE OF ETHICS

1. Board Members and Ombudsmen of the Glastonbury Landowners Association, Inc. ("GLA") shall:
   A. Recognize a commitment to represent the landowners in a responsible manner and exercise fair, honest and independent judgment in their roles as decision-makers and advisors.
   B. Be sensitive to, and respect the legitimate concerns of landowners whose opinions and concerns are raised.
   C. Avoid and discourage exaggerated, misleading, or unwarranted statements about GLA/Landowner matters that might induce others to engage in unethical or illegal activity.
   D. Support and comply with the terms of the 1997 Restated Declaration of Covenants for the Community of Glastonbury ("Covenants"), Bylaws of Glastonbury Landowners Association, Inc. ("Bylaws"), Articles of Incorporation of Glastonbury Landowners Association, Inc. ("Articles"), and the Glastonbury Landowners Association Standards, Inc. ("Standards") and the proposed/approved Land Use Master Plan ("Master Plan").
2. GLA Board Members and Ombudsmen shall not:
   A. Engage in illegal or unethical conduct involving GLA/Landowner matters or unknowingly permit the use of his/her name in support of any illegal or unethical activity involving GLA/Landowner matters.
   B. Give a professional opinion, make a public report, or give legal testimony involving GLA/Landowner matters without being as thoroughly informed as might reasonably expect.
   C. Engage in conduct involving dishonesty, fraud, deceit or misrepresentation about GLA/Landowner matters.
3. The GLA Board Members and Ombudsmen Responsibility to her/his fellow board members and ombudsmen:
   A. A GLA Board Member and Ombudsman shall:
      (1) Give appropriate credit for work done by Board/Committee members.
      (2) Accurately, and without undue delay, prepare and properly disseminate assigned Board and Committee work.
      (3) Take into consideration all applicable Montana State and County laws in regards to GLA/Landowner matters.
      (4) Promptly report knowledge of violations of this Code of Ethics to the GLA Board of Directors.
   B. A GLA Board Member and Ombudsman shall not:
      (1) Falsely or maliciously attempt to injure the reputation of another GLA Board Member and/or Ombudsman.
      (2) Commit plagiarism in oral or written communication
      (3) Submit a false or misleading document for review by the GLA Board of Directors.
4. A GLA Board Member and Ombudsman's responsibility to GLA Landowners and Vendors (i.e.: anyone hired by the GLA Board of Directors):
   A. A GLA Board Member and Ombudsman shall:
      (1) Refuse to comply with any request or demand of a GLA Landowner and/or Vendor, which conflicts with the GLA Covenants, Bylaws, Articles and Standards.

(2) Make public disclosure of all "personal interest" they may have regarding any decision to be made in the capacity for which they serve, or are requested to serve, as advisor or decision-maker.
(3) Define "personal interest" broadly to include any actual or potential benefits or advantages that they, a spouse, family member or person living in their household might directly or indirectly obtain from any and all GLA business unless their personal interest has been made a matter of public record.
(4) Seek no gifts or favors, nor offer any, under circumstances in which it might reasonably be inferred that the gifts or favors were intended or expected to influence a GLA Board Member and/or Ombudsman's objectivity as an advisor or decision maker.
(5) Respect the rights of all persons and not improperly discriminate against or harass others based on characteristics, which are protected under civil rights laws and regulations.

B. A GLA Board Member and Ombudsman shall not:
(1) Reveal confidential information unless required by the law.
(2) Use confidential information to the disadvantage of the GLA.
(3) Use confidential information for the advantage of himself/herself or a third person, without express written consent from the GLA Board of Directors and/or Landowner.
(4) Accept compensation or anything of value for voting the employment of a vendor.
(5) Use confidential information acquired in the course of their duties to further a personal interest.
(6) Disclose confidential information acquired in the course of their duties except when required by law, to prevent a clear violation of law or to prevent substantial injury to third persons; provided that disclosure in the latter two situations may not be made until after verification of the facts and issues involved.
(7) Misrepresent facts or distort information for the purpose of achieving a desired outcome.
(8) participate in any matter unless adequately prepared and sufficiently capacitated to render thorough and diligent service;

In my relations with my fellow members of the GLA Board Members and Ombudsmen, I have pledged to do the following:

1. Refrain from the voluntary public expressions of adverse criticism of other Board/Committee Members and Ombudsmen.
2. To freely exchange information with other GLA Board/Committee Members and Ombudsmen when requested.
3. To obey this Code of Ethics and the terms and conditions of the GLA Covenants, Bylaws, Articles and Standards.

My signature below indicates that I agree to comply with the Code of Ethics and that I have received a copy of the Code of Ethics.

Dated: _____ Signature: _____

Print Name: _____

VIOLATION OF THE CODE OF ETHICS POLICY

Board members and Ombudsmen of the Glastonbury Landowners Association, Inc. ("GLA") are committed to maintain high standards of ethical practice. Those who appear to violate the foregoing Code of Ethics should be cautioned through friendly remonstrance. That failing, a formal complaint may be made in accordance with the following procedures:

1. Complaint of unethical practice is made in writing to the GLA Board of Directors. A copy of the complaint is furnished simultaneously to the person or persons against whom it is directed.

2. The first action of the GLA Board of Directors is to approach those involved to seek a collegial resolution. If the GLA Board of Directors decides the situation warrants investigation, it may or may not appoint a special committee to carry out the investigation and report the results back to the GLA Board.

3. Alleged offenders have full access and full freedom and right to respond to all situations and evidence cited against them. They always have the right and option of advisement by counsel at their own expense but at no time are they to be represented by counsel in these proceedings.

4. Actions taken by the GLA Board of Directors may include:
   A. Advice that the reported situation is unfounded; admonishment, reprimand or a period of probation on the GLA Board.
   B. Any recommendation for suspension or dismissal with all supporting information and full reports of the GLA Board of Director's investigation shall be in accordance with the GLA Covenants and Bylaws.

5. Alleged offenders have the right to request, in writing, a review of actions taken by the GLA Board of Director as outlined GLA Covenants and Bylaws.

6. If the alleged offender has been found to be in violation of the Code of Ethics they will not be eligible to apply for a position on the GLA Board of Directors for a minimum of 4 years (two terms).

7. If an alleged offender has been cleared of the charges, a letter stating such shall be placed in the GLA main files and sent to all people contacted during the investigation

My signature below indicates that I agree to comply with the Violation of the Code of Ethics Policy and that I have received a copy of the Violation of the Code of Ethics Policy.

Dated: _____ Signature: _____

Print Name: _____

----- Original Message -----

From: Clare Parker
Sent: Wednesday, November 02, 2005 3:37 PM
To: Denise Orr
Subject: Ye Gads! Another One

Attachment: Covenants Violations _#DC78A

Hi Denise,

It turns out that the water issue with the state is a non issue because the stream that flows perennially across Johnson's property is classified as an intermittent flow stream and does not come under the 310 permit. So I had to make corrections to the document. This attachment is the one to go.

Sorry for all the changes. In one way it is good though. The GLA is clear of any tampering with a state protected stream. Neighbors are still irate though because it diminished the stream flow on their property and they have some rights in the issue.

I am leaving corrected hard copy for you this afternoon at the EGS.

Clare

Heartwood

From: Edwin Johnson [edwin@montanaguide.com]
Sent: Monday, October 31, 2005 4:42 AM
To: Edwin Johnson
Subject: RE: Your Immediate Review/Approval Requested

Alyssa,

I vote yes to allow him to go ahead with the project.

I have been working on a proposal with David Tonkin to resolve South Glastonbury fire pond issue. David said he would do a drawing for our November 7th meeting. The insurance issue solution would be to put a roof over the pond so little kids could not fall into it and bacteria & bugs would not breed in it. The pond would be fed by a 2" underground pipe that would begin at a spring development on my property then travel under the county road to the fire pond. There would be a float on the fire pond, much like the float on a bathroom toilet tank, that would regulate the expedited flow of water into the pond. I would pay for the spring development and pipe on my property (est. $750)and GLA would pay for the pipe from my property (parcel 54) to the pond (est. $1,000). The fire pond would have first call on the system and would recharge more quickly whenever necessary. During the irrigation season I would use my domestic water right only after the demands of the fire pond were met. All excess water would flow in the existing ditches as it now does.

I still trying to get with JT to go over this solution.

If you have questions please give me a call.

Edwin

-----Original Message-----
From: Alyssa Angelis [mailto:alyssa@ycsi.net]
Sent: Sunday, October 30, 2005 7:50 PM
To: James Kozlik; Ronda Alexander; Janet Naclerio; Joanna Snyder; Edward Anderson; Laura Boise; Edwin Johnson; Orlando Johnson; Charlotte Mizzi; David Tonkin; James Trisdale; Denise Orr
Subject: Your Immediate Review/Approval Requested

Hello all,

We have an application for a single-family house project which we are being asked to expedite because the owner, Abram Boise, needs to coordinate with the schedule of the contractors involved. The application and drawings are attached. All monies have been collected including the expediting fee.

Here are the details:

1. This is a very basic project involving a house package including driveway, well, and septic. The electrical and septic permits are in process of being applied for.

2. The house is a single-family dwelling to be built on Parcel 29 South, lower plateau area. (The parcel is approximately 23 acres.)

3. The driveway will connect to Arcturus, and I have confirmed site distances are more than adequate (the 240-foot site distance has been met). We can request that at culvert be put in if necessary.

4. The necessary setbacks for the house, garage, well and drainfield are being met.

To: The GLA Board

From: Clare Parker

Date: November 2, 2005

Re: A Compilation of Covenants Violations Regarding Edwin Johnson & Questions for the Board

According to covenants **0.01** and **0.02** the Association has the authority to enforce all rules and regulations and in the event of any violations the Association may enforce these covenants in equity against a Landowner, including the seeking of damages as a claim by the Association.

The following is a list of Covenants that board member Edwin Johnson has violated. (Covenant violations are listed numerically.) Questions for the board to answer are bracketed and are also included at the end of this document.

5.05 Nuisances and Eyesores:

Nuisances and Eyesores shall not be allowed...

b. Noxious odors, excessive noise or vibration nuisances or other annoyances which, in fact, are infringing upon another's quiet use and enjoyment of his land.

Edwin Johnson irrigated his land, non-stop, for almost 3 months, during which time he did not have the consideration or courtesy to turn off the irrigation system at night. For the entire duration of the watering, the neighbor closest to the pasture suffered much by having his sleep continuously disturbed by the noise of the irrigation system.

5.11 Surface Water Use:

Except for any existing surface water rights and permits as of the effective date hereof, Landowners may not newly appropriate or use the surface water on a parcel without the prior approval of the Association. All appropriations and use of surface water shall be in accordance with state law and shall be subject to all prior valid rights.

1. Edwin Johnson used water from the intermittent stream that flows on his property to irrigate his pasture. He irrigated non-stop for about 3 months, subsequently draining the fire pond dry and putting property owners in South Glastonbury at risk. Homeowners' fire insurance was jeopardized and the County responded by stating that no more subdivisions would be approved in South Glastonbury unless the Landowner has his own water supply.

2. Furthermore, Johnson crossed the streambed when he bulldozed a roadbed access to his cattle gate. Not only did he cross the streambed, he disturbed the natural flow of the stream.

3. Work has been done on the intermittent stream to remedy the situation with the fire pond, and as a consequence the stream flow has been greatly diminished on other Landowners' properties, which is a contentious issue.

6.01 ***Association's Approval:***

A sight plan...must be submitted...for review and approval prior to beginning construction...

[Did Edwin Johnson submit a site plan to the GLA when he excavated SG 54-A?] Johnson excavated a site that extends to Craig Lannes' property line.

6.02 Setback Requirements:

No structure shall be placed within 25 feet of any parcel boundary line...without prior approval of the Association...

Whether or not a site is considered to be a structure, a site is the location where a structure will be placed.

7.04 Unfenced and Unposted Land:

...any person causing any damage while on another's parcel shall be strictly liable therefor...If a parcel is fenced or posted against trespassing it may not be used for any such access or travel, and any violator will be considered guilty of trespassing.

1. Edwin Johnson repeatedly crossed his neighbor's property with a bulldozer without obtaining the owner's permission and caused damage to his neighbor's property in the process. Johnson never returned to repair the damage and is solely responsible for chopping up Mr. Lannes' driveway. Mr. Lannes had to pay $700 out of his own pocket to repair his driveway and has yet to receive compensation from Mr. Johnson.

2. Mr. Johnson called Mr. Lannes to protest his fencing the boundary. Despite fencing, posting and verbal warning that he was not to step foot on Mr. Lannes' property, Johnson drove to Mr. Lanes' front door with a plat map and surveyed easement to demand his legal right to access parcel 54-A. (This document later proved to be unsubstantiated. Johnson could have accessed his land from Dry Creek Road or Bald Eagle Trail but chose to drive his bulldozer back and forth across Craig Lannes' driveway instead.)

3. When Johnson came to the door and was ordered off of Lannes' property, Johnson's driving was so reckless that his truck got stuck in Mr. Lannes' driveway for 3 hours. Johnson had to hire a tow truck to remove his vehicle. Inspection of Mr. Lannes' driveway shows where Johnson made the driveway more precipitous and displaced the logs that Lannes was using to edge his driveway.

4. Mr. Lannes posted 'No Trespassing' signs along his fence and Mr. Johnson removed them.

5. In the case of another landowner, when Edwin Johnson had been told by Sam Hazen to leave his property, Johnson stood there in defiance. Furthermore, the manner in which Johnson came onto Hazen's property was neither courteous nor respectful.

6. In yet another case, Mr. Johnson moved the fence and adjusted the boundary line of neighboring property unbeknownst to the owners of the property. A great dispute ensued which could have been avoided had Johnson spoken with his neighbors about the matter beforehand.

8.01 Platted Road Easements:

The platted road easements are those which are shown on the Certificates of Survey...

J. No Landowner may encroach...except as permitted in writing by the Association. [Did the Association give Johnson written or even verbal permission to use Craig Lannes' driveway as an easement?]

1. Edwin Johnson filed a plat map showing a surveyed easement with the Park County Recorder's Office, but Mr. Lannes' plat map does not show this easement. Neither does the title search, the loan documents or the legal property description.

2. When threatened with legal action Johnson gave up his claimed easement. The timing was such that it was only after the fact of chopping up the driveway, excavating a questionable site and Johnson's wrecking havoc in the life of Mr. Lannes.

3. Edwin is unable to produce written permission for an easement. Neither has he taken the responsibility to admit to wrongful acts or to offer any restitution.

8.02 Additional Easements:

b. ...Before construction and use of the road, the location must be approved by each parcel owner and monumented in a reasonable manner...Any disputes relating to this easement between owners of affected parcels shall be arbitrated and resolved by the Association...

A surveyed easement was entered into public records, without recordation number document reference and without the property owner's signature, and then used in an attempt to legitimize all subsequent acts, which were in violation of this covenant and other covenants. Furthermore, Johnson may have acted without prior approval by the GLA. In any event his actions insured that the ensuing dispute would not be arbitrated by the GLA until after Johnson had accomplished what he initially set out to accomplish.

8.03 Effect of Easements:

...No easements shall be in gross unless expressly provided.

No one but Mr. Johnson expressly provided for an easement across Mr. Lannes' property. The previous owner (L & J Cameron) assured Mr. Lannes that they had no verbal agreements with Johnson. Johnson could have accessed his land from two separate roads (Dry Creek and Bald Eagle) but chose to drive across Lannes' property instead.

8.04 Parking:

...The platted road easements shall not be used for parking...

Bald Eagle Trail crosses the upper property of Craig Lannes with a platted easement. A bulldozer was left parked on Mr. Lannes' property on this easement. It had been parked there for months before Lannes found out who owned it. It turned out to be the bulldozer hired by Edwin Johnson that ruined Lannes' driveway.

9.01 Subdivisions Allowed. Association's Review:

...Any attempted sale, transfer, conveyance, lease, filing and or recordation of a deed, certificate of survey, plat or other description of a subdivided portion of a parcel without such written approval shall be invalid, void and of no force or effect.

As far as we know, Johnson had no written approval when he filed the easement. Therefore, all acts by Johnson that subsequently followed were invalid and were, in fact, acts of trespassing.

9.03 Intent of Review:

...the Association shall review each proposed subdivision...to insure proper engineering, surveying, access and plans for providing utilities and at least one building site... for the benefit of other landowners and the future purchasers...

[Did Johnson submit his subdivision plans for SG 54 to the GLA for review before acting upon them?] The only surveyed addition on Johnson's subdivided plat map was a wrongfully filed easement across Craig Lannes' property. No other requisites appear to exist on his map (i.e., utilities, access road, etc.).

9.06 Review process:

The Association shall require the submission of an application form, drawing, plat and plans, and any other materials needed to inform itself about the proposed subdivision and to insure quality...

[Did Johnson submit his plans to the GLA regarding road access for tracts 54-A & 54C and the location of his building site for 54-A?] It is difficult to believe that a review of plans would have allowed for any of these acts.

9.07 Standards:

The Association may…publish a statement of policies and standards for reviewing proposed parcel subdivisions, which shall include objective criteria upon which all proposed subdivisions will be reviewed.

a. These may include such criteria as minimum parcel size…minimum road standards, minimum utility requirements, survey requirements, density, etc.

b. These standards are intended to approximate the minimum standards and concepts originally designed into the Community...

1. Regarding road standards for access, a falsely claimed easement is not a legal access road.

2. Johnson utilized family conveyance to subdivide parcel 54 with 2 tracts being less than 2 acres (minimum parcel size). Johnson's family conveyances on parcel 54 appear to be illegal due to the fact that the family members held the conveyed parcels for one month, only, before they were returned to Mr. Johnson. Furthermore, Mr. Johnson stated publicly on several occasions that family conveyance could be used to get around subdivision regulations. This is absolutely not the case and would be unlawful.

3. Additionally the state has requirements concerning the perennial-flow stream that runs on Johnson's property, which apparently have not been met.

12.01 Variances, Waivers:

The Association reserves the right to waive or grant variances…where…it believes the same to be necessary and where the same will not be injurious to the rest of the community.

[Did the GLA give Edwin Johnson a variance to subdivide off two tracts on SG 54 that were less than 2 acres (54-A & 54-C)?] If so, Edwin Johnson has repeatedly injured Mr. Lannes regarding tract 54-A, especially the use of Craig Lannes' driveway to access this tract and to excavate a building site out of a virgin hillside that goes right up to Lannes' property line. [Did Edwin inform or get approval from the GLA in that he intended to use Mr. Lannes' private driveway to access 54-A or that he was going to excavate a site that extended to the property line?]

CONCLUSION:

GLA board member Edwin Johnson has violated many covenants and has not shown compassion or respect for his neighbors. Board members set an example for community members to follow. It is imperative that board members obey the law and follow the Covenants. If they do not they are not in good standing and ought to be removed from the Board of

Directors. Furthermore, a board member who is not in good standing cannot run for reelection. Clearly, Edwin Johnson is not eligible for reelection.

COVENANTS THAT WERE VIOLATED BY JOHNSON

5.05, 5.11, 6.01, 6.02, 7.04, 8.01, 8.03, 8.04, 9.01, 9.03, 9.06, 9.07, 12.01

QUESTIONS FOR THE BOARD

1. **Did Edwin Johnson submit a site plan when he excavated SG 54-A, which extends to his neighbor Craig Lannes' boundary line?**

2. **Did the Association give Johnson written or even verbal permission to use Craig Lannes' driveway as an easement?**

3. **Did Johnson submit his subdivision plans for SG 54 to the GLA for review before acting upon them?**

4. **Did Johnson submit his plans to the GLA regarding road access for tracts 54-A & 54-C?**

5. **Did the GLA give Edwin Johnson a variance to subdivide off two tracts on SG 54 that were less than 2 acres each (54-A & 54-C)?**

QUESTIONS FOR THE BOARD from Clare Parker 11/2/05 Letter

1. **Did Edwin Johnson submit a site plan when he excavated SG 54-A, which extends to his neighbor Craig Lannes' boundary line?**

2. **Did the Association give Johnson written or even verbal permission to use Craig Lannes' driveway as an easement?** See except Dec. 6, 2004

3. **Did Johnson submit his subdivision plans for SG 54 to the GLA for review before acting upon them?** See except Dec. 6, 2004 Continuing

4. **Did Johnson submit his plans to the GLA regarding road access for tracts 54-A & 54-C?**

5. **Did the GLA give Edwin Johnson a variance to subdivide off two tracts on SG 54 that were less than 2 acres each (54-A & 54-C)?**

2005-12-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 12, 2005

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1. Call to order, Opening prayer

The meeting was called to order by James Kozlik at 7:05 p.m., at Golden Ratio Woodworks. Edward gave the opening prayer.
PRESENT: James Kozlik (President), Janet Naclerio (Secretary), Ronda Alexander (Treasurer), Edward Anderson, Laura Boise, Ross Fitzgerald, Orlando Johnson, William Smith and Joanna Snyder.
ABSENT: Alyssa Angelis Allen, Charlotte Mizzi, James Trisdale (Vice-President)
PROXIES:Alyssa Angelis Allen to Laura Boise, James Trisdale to James Kozlik
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Ombudsmen: Jeanne Campbell and Penelope Price.

a. Opening Comments
Parliamentarian: The Board approved Orlando Johnson to act as "Parliamentarian" at Board meetings. The Board may choose to consult with the Parliamentarian to determine acceptable meeting practices. James K and Orlando agreed to develop a job description and procedures for this role and e-mail to the Board for review.

Based on the policy which states the President does not vote at meetings, the Board discussed whether it would be acceptable for James K. (President) to vote as proxy for JT. Orlando, acting as Parliamentarian, ruled that it was acceptable for James K. to act as President and to also vote as JT's proxy during the December 12th meeting.

2. Board Orientation & Officer Elections - Ronda

A) Review of Orientation Package

Ronda explained that the creation of the new Orientation Package was an initial attempt to provide new Board members with helpful information and that it is a modifiable document that the Board may continue to revise and update as needed.

a. **Flow Chart - Discuss the Process** (i.e. Landowner input to Committee, Committee recommendations to "Board at Large," and Executive Board's responsibilities). James K briefly discussed this process and possible revisions.
b. **Interfacing with Administrative Secretary.** Denise reviewed that it is Board policy to immediately copy all GLA correspondence/documents to the administrative secretary, so that these will not be lost/misplaced, to assure GLA records will be accurately maintained and to keep the secretary up to date.
c. **Signing of the Code of Ethics**
The Board discussed Orlando's & William's concerns about wording in this document. It agreed that each Board member will come to the January 9 Meeting prepared to suggest changes to the document and approve it.
d. **Protocol** - Interfacing with landowners who attend meeting. (James K) **Tabled.**

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Approved: 01 09 06

B) Review of the Officers & Committee Chair Positions

a. Proposal for Ombudsmen to become permanent members of the Complaint Committee. Ronda and Laura asked the Ombudsmen if they would be interested in overseeing (with landowner volunteer assistance) the Complaint Committee since there is currently no one handling complaints. Penelope and Jeanne (GLA Ombudsmen) stated they would consider helping with complaints, but needed more information before accepting this position.

b.Current officers and chairpersons briefly share their office or committee experience (i.e. time, commitment and responsibilities). **Tabled.**

c. Discuss yearly goals of each committee. (James K.) **Tabled.**

d. Organization of landowners serving on specific committees. Ronda distributed the names of landowners who signed up at the annual meeting to volunteer on GLA committees. Newly elected Committee Chairs will need to contact these individuals.

C) Board Members (new & ongoing) Share Background/Experience for the Purpose of Matching Skills to the Officer and Committee Chair Positions. Tabled.

D) Vote to Determine New Board Officers and Committee Chairs/Members

a. Voting Results. The Board unanimously agreed to accept the following Board members into officer and committee positions:

New Officers

President: James Kozlik **Vice-President:** James Trisdale
Treasurer: Ross Fitzgerald **Secretary:** Janet Naclerio

Committee Chairs and Members

Community: Laura Boise (Chair)
Project Review Committee: Alyssa Allen & Laura Boise (Co-Chairs)
Road and Weeds: James Trisdale (Chair)
Recreation: Janet Naclerio & Edward Anderson (Co-Chairs)
Master Plan: Charlotte Mizzi (Chair), Laura Boise, Orlando Johnson & William Smith
Website: Edward Anderson (Chair).
Annual Meeting/Elections: William Smith (Chair), Laura Boise & Ronda Alexander (Assistants)
Complaint: Tabled (The Board discussed that it may want to place the Complaint Committee as a subcommittee of the Community Committee.

b. Distribute to Committee Chairs the suggestions and concerns from landowners submitted at the Annual Meeting. (James K.) **Tabled**
Discuss delegating responsibilities to other committee members (volunteer

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landowners). James K. suggested that committees do most of the work and then present their recommendations with a motion to the Board to vote for final approval.

E) Finalize 2006 Board Meeting Dates and Location

a. Proposal to dedicate a time slot to two specific committees per each Board meeting. James reviewed this proposal briefly.

3. General Business

3.1 Unfinished Business

a. Covenants/Bylaws Special Committee. (Ronda or James K.)

3.2 New Business

a. Develop Assessment Policy Re: When to Start Charging Assessments for New Homes and Subdivisions. (Ronda or James K. or Alyssa). **Tabled.**

4. Report of Officers and Committees

4.1 Treasurers Report- Ronda Alexander, Treasurer

4.1.1 Unfinished Business – None

4.1.2 New Business

a. **Retaining Ronda Alexander's services as Bookkeeper** (Board motion and vote) The Board unanimously agreed to retain Ronda as Bookkeeper.

b. Develop Policy Re: Landowners on Committees representing GLA to GLA attorney. (James K.) **Tabled.**

4.2 Project Review Subcommittee Report – Alyssa Allen (Chair), Laura Boise

4.2.1 Unfinished Business

a. **Parcel 35 (SG)/Carla Pagnier Subivision.** Laura reported that a variance letter will go to neighboring landowners asking for interested parties to offer input on the variance. The Board agreed to review the application and consider the results of this survey at the January meeting.

b. Develop policy/procedure re: reimbursement of impact fee when project has required consultant fees and then is not approved by Board and/or it is cancelled by Landowner. (Allysa or Laura). **Tabled.**

4.2.2 New Business

a. Expediting Status of Parcel 22-A NG Sherry Stenberg Subdivision. Laura reviewed that Sherry is not a landowner since she has not yet purchased Parcel 22-A from Reed Johnson and, therefore, her application cannot be reviewed. The Board agreed to suggest to Sherry that she contact Reed and request that he facilitate the subdivision application.

MOTION: Laura motioned and Joanna seconded to inform Sherry Stenberg that her subdivision application could not be expedited. **Motion carried.**

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b. Status of Parcel 54-A NG Tina Amereihn Home Construction Application. Laura reviewed that the Board approved the application by e-mail. [Conditions of approval will be added to these minutes.]

c. Proposal to stop expediting subdivision applications. The Board agreed that it would not process subdivisions through the expediting process.

d. Variance committee update (procedure/protocal). (Laura or Joanna). **Tabled.**

e. **Update: Parcel 57-E/NG: Craig Newhouse/Minor Subdivision Application.** (James K.) **Tabled.**

f. Parcel 7B-1 (NG)/Pouwel Gelderloos Home Construction Application
Laura reviewed the application and the Board discussed.
MOTION: William motioned and Ross seconded to approve Pouwel Gelderloos' home construction on Parcel 7B-1 (NG) on the following conditions: (1) all existing structures on the parcel have to be removed before construction begins; (2) all plumbing, electrical and septic permits are obtained before the plumbing, electrical and septic systems are installed; and (3) the land is reseeded after construction. Motion carried unanimously.

Plumbing Permit Added to Project Approval Requirements: It was reported that the County now requires a plumbing permit as a condition of approval for home construction, etc. The Board agreed that the GLA should add this condition to the GLA project approval process and forms.

4.3 Road and Weed Committee Report- James Trisdale (Chair)

4.3.1 Unfinished Business
- a. Edwin Johnson water rights/ fire pond. (James T.)
- b. Road usage signs (Ramp gate, Johnson gate, high South gate). (James K.)

4.3.2 New Business
- a. None

4.4 Complaint Committee Report – No Chair

4.5 Land Use Master Plan Committee Report - Charlotte Mizzi (Chair)

4.5.1 Unfinished business

a. Timeline for completion of recommendations
Laura reported that the MP committee hopes to have the final draft of proposed changes to the Master Plan document, including density standards, completed by February 14, 2006.

4.5.2 New business

a. Discuss how to handle new subdivision requests until Master Plan is approved . I.E. Should current density standards be used or landowner survey results? The Board agreed that the *current* density standards will be used.

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4.6 Recreation Committee Report – Janet Naclerio (Chair). Tabled.

4.6.1 Unfinished Business

a. Status of Phase I and II Committees report. (Janet)

4.6.2 New Business

4.7 Web Site Committee report - Edward Anderson (Chair). No report.

4.7.1 Unfinished Business – None

4.7.2 New Business

5. Other Business

5..1 Unfinished Business

a. Orlando Johnson's proposal re: SG road expenditures. (Orlando). **Tabled.**

5.2 New business

a. Discuss possible voting inequity re: one landowner w/ several lots receiving one vote for each lot. **Tabled.**
b. Joanna read a letter from Ronda Alexander that announced Ronda's resignation (based on health issues) from the Board, effective February 1, 2006.
c. Joanna Snyder disclosed that her home is on the market again and she is willing to continue serving at Board meetings until her home is sold.
d. It was reported that Alyssa is away on a leave of absence from the GLA due to family illness. While on leave she will continue to be available for consultation on a limited basis. Laura has volunteered to handle the main responsibilities of Alyssa's chair position until Alyssa returns.
e. The Board reviewed that the GLA Bylaws state that the Board can be made up of a minimum of 4 members and a maximum of 12. It agreed to revisit in the future a discussion concerning possible replacement of Board vacancies, etc.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held on January 9, 2005 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

Orlando:	Develop Parliamentarian job description & e-mail to the Board for review.
All Board:	Prepare suggestions for Code of Ethics document; bring to Jan 9 meeting
PRC121205.1	*Laura/Joanna/Denise:* Facilitate variance letter for Carla Pagnier Subdivision. **Done.**
PRC121205.2	*James K or Laura:* Contact Sherry Stenberg regarding application. **Done.**
PRC121205.3	*Laura/Denise:* Draft/mail project approval to Pouwel Gelderloos. **Done.**
PRC121205.4	*Denise:* Add plumbing permit requirement to project approval form. **Done.**

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Approved: 01 09 06

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda – December 12, 2005

1. Call to order, Opening prayer
a. Opening comments

2. Board Orientation & Officer Elections - Ronda
A) Review of Orientation Package
a. Flow Chart - Discuss the Process (ie. Landowner input to Committee, Committee recommendations to "Board at Large," and Executive Board's responsibilities) – James K.
b. Interfacing with administrative secretary – Denise
c. Signing of the Code of Ethics
d. Protocol - interfacing with landowners who attend meeting – James K.

B) Review of the Officers & Committee Chair Positions
a. Proposal for Ombudsmen to become permanent members of the Complaint Committee.
b. Current officers and chairpersons briefly share their office or committee experience (i.e. time, commitment and responsibilities).
c. Discuss yearly goals of each committee – James K.
d. Organization of landowners serving on specific committees – James K.

C) Board Members (new & ongoing) Share Background/Experience for the Purpose of Matching Skills to the Officer and Committee Chair Positions.

D) Vote to Determine New Board Officers and Committee Chairs
a. Distribute to Committee Chairs the suggestions and concerns from landowners submitted at the Annual Meeting - James K.
b. Discuss delegating responsibilities to other committee members (volunteer landowners). James K.

E) Finalize 2006 Board Meeting Dates and Location
a. Proposal to dedicate a time slot to two specific committees per each Board meeting. – James K.

3. General Business
3.1 Unfinished Business
a. Covenants/Bylaws Special Committee- Ronda (or James K.)
3.2 New Business
a. Develop Assessment Policy Re: When to Start Charging Assessments for New Homes and Subdivisions - Ronda (or James K. or Allysa)

4. Report of Officers and Committees
4.1 Treasurers Report- Ronda Alexander, Treasurer
4.1.1 Unfinished Business – None
4.1.2 New Business
a.. Retaining Ronda Alexander's services as Bookkeeper (Board motion and vote)
b. Develop Policy Re: Landowners on Committees representing GLA to GLA attorney – James K.

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda – December 12, 2005

4.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise

4.2.1 Unfinished Business

a. Parcel 35 (SG)/Carla Pagnier Subivision-Laura

b. Develop policy/procedure: Reimbursement of impact fee when project has required consultant fees and then is not approved by Board and/or it is cancelled by Landowner- Allysa or Laura

4.2.2 New Business

a. Expediting Status of Parcel 22-A NG Sherry Stenberg Subdivision-Laura

b. Expediting Status of Parcel 54-A NG Tina Amereihn House-Laura

c. Proposal to stop expediting subdivision applications–Laura

d. Variance committee update (procedure/protocal)–Laura (or Joanna)

e. Update: Parcel 57-E/NG: Craig Newhouse/Minor Subdivision Application – Laura or James K.

f. Parcel 7-B-1 (NG)/Pouwell Gelderloos Home Construction Application

4.3 Road and Weed Committee Report- James Trisdale (Chair)

4.3.1 Unfinished Business

a. Edwin Johnson water rights/ fire pond- James T.

b. Road usage signs (Ramp gate, Johnson gate, high South gate)- James K.

4.3.2 New Business

a. none

4.4 Complaint Committee Report – No Chair

4.5 Land Use Master Plan Committee Report- Charlotte Mizzi (Chair)

4.5.1 Unfinished business

a. Timeline for completion of recommendations

4.5.2 New business

a. Discuss how to handle new subdivision requests until Master Plan is approved (should current density standards be used or landowner survey results)

4.6 Recreation Committee Report – Janet Naclerio (Chair)

4.6.1 Unfinished Business

a. Status of Phase I and II Committees report – Janet

4.6.2 New Business

4.7 Web Site Committee report - Edward Anderson (Chair)

4.7.1 Unfinished Business – None

4.7.2 New Business

5. Other Business

5..1 Unfinished Business

a. Orlando Johnson's proposal re: SG road expenditures- Orlando

5.2 New business

a. Discuss possible voting inequity re: one landowner w/ several lots receiving one vote for each lot.

6. Next Meeting and Adjournment. Next meeting will take place on either January 9th or 11th, at 6:45 p.m. -- the exact date and location will be determined at Dec. 12 meeting.

Submitted at 12/12/05 MTG

3.5 Residential Areas and Density Schedule (12/06/05)

Area Description and Parcel Numbers	Maximum # Tracts/Lots per original 20+acre Parcel	Minimum Acres per Tract/Lot	Maximum Height	Setbacks		
				Front	Sides	Rear
Lower Plateau Area **North**: 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 22, 23, 24, 27, 28, 29, 30, 31, 43, 44, 45, 46, 47, 48, 49, 50, 51 --- **South**: 28, 29, 31B, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	5 --- 5	3.0 --- 4.0	25 ft	50ft	50 ft	50ft
Lower Hilly Area **North**: 25, 26, 41, 42, 52, 53, 54, 55, 56 --- **South**: 21, 22, 23A, 24, 25, 26, 27, 30, 31	5 --- 5	2.5 --- 4.0	25 ft	50 ft	50 ft	50 ft
Middle Hilly Area **North**: 32, 33, 34, 35, 36, 37, 38, 39, 40, 57, 58, 59, 61, 62 --- **South**: 18, 19, 20, 55, 56, 57	5 --- 4	2.8 --- 3.0	25 ft	50 ft	50 ft	50 ft
Upper Hilly Area **North**: 60, 63, 64, 65, 66, 67, 68, 69, 70 --- **South**: 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54,	3 --- 4	4.0 --- 4.0	25 ft	50 ft	50 ft	50 ft
Alpine-Forested Area **South**: 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 97, 98, 99, 100, 101, 103, 104, 105, 106, 107, 108, 109	2	10.0^2	25 ft	50 ft	50 ft	50 ft
Common Use Land **North**: Tract 1 of COS 1173 **South**: 96, 102	None	N/A	N/A	N/A	N/A	
Golden Age Village Parcels: North Lots 1-49 on portions of 3, 4	N/A	N/A	1 story	15 ft	5 ft	5 ft

1. For all parcels not in tenancy-in-common before May 28, 1993, a formal subdivision, prepared and approved in accordance with applicable regulations of the Community of Glastonbury, Park County and Montana Department of Environmental Quality, must be completed to increase original parcel residential density to more than two residences owned by the parcel owner.

12/06/05 Revised Version

Glastonbury Landowner's Association

Budget Variance Report

January through December 7, 2005

	Actual Jan - Nov	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
Ordinary Income/Expense				
Income				
100. Assessments				
101. Dwelling Prior to 2000	-240.00	0.00	-240.00	100.0%
102. Dwelling 2000	0.00	0.00	0.00	0.0%
103. Dwelling 2001	120.00	0.00	120.00	100.0%
104. Dwelling 2002	600.00	0.00	600.00	100.0%
105. Dwelling 2003	892.26	0.00	892.26	100.0%
106. Dwelling 2004	2,387.50	0.00	2,387.50	100.0%
107. Dwelling 2005	24,683.47	28,764.96	-4,081.49	85.81%
125. Land Prior to 2000	240.00	0.00	240.00	100.0%
126. Land 2000	360.00	0.00	360.00	100.0%
127. Land 2001	480.00	0.00	480.00	100.0%
128. Land 2002	780.00	0.00	780.00	100.0%
129. Land 2003	1,625.87	0.00	1,625.87	100.0%
130. Land 2004	4,373.26	0.00	4,373.26	100.0%
131. Land 2005	41,666.33	42,594.00	-927.67	97.82%
150. GAV	9,294.00	6,468.00	2,826.00	143.69%
160. Finance Chrgs Late Accnts	3,763.54	999.96	2,763.58	376.37%
161. Penalties Late Accounts	574.72	0.00	574.72	100.0%
162. Handling Fee	0.00	0.00	0.00	0.0%
100. Assessments - Other	8.97			
Total 100. Assessments	91,609.92	78,826.92	12,783.00	116.22%
200. Architectural Fees				
201. Application Fee	725.00	0.00	725.00	100.0%
202. IF - House	250.00	0.00	250.00	100.0%
203. IF - Structures 200/800sf	50.00	0.00	50.00	100.0%
204. IF - Structures Over 800sf	0.00	0.00	0.00	0.0%
205. IF - Well	75.00	0.00	75.00	100.0%
206. IF - Driveway	75.00	0.00	75.00	100.0%
207. IF - Septic	75.00	0.00	75.00	100.0%
208. IF - Package	1,700.00	0.00	1,700.00	100.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	600.00	0.00	600.00	100.0%
211. IF - Road	200.00	0.00	200.00	100.0%
212. IF - Commercial	0.00	0.00	0.00	0.0%
213. IF - Minor Variance	50.00	0.00	50.00	100.0%
214. IF - Major Variance	0.00	0.00	0.00	0.0%
215. Expediting Fee	200.00	0.00	200.00	100.0%
216. Road Use Fee	0.00	0.00	0.00	0.0%
200. Architectural Fees - Other	0.00	5,040.00	-5,040.00	0.0%
Total 200. Architectural Fees	4,000.00	5,040.00	-1,040.00	79.37%
300. Roads				
301. CUT - Road Paving Loan	2,201.12	2,270.00	-68.88	96.97%
302. Knap Weed Refund	2,082.50	2,000.00	82.50	104.13%
303. Miscellaneous	0.00	0.00	0.00	0.0%
Total 300. Roads	4,283.62	4,270.00	13.62	100.32%

Glastonbury Landowner's Association

Budget Variance Report

January through December 7, 2005

	Actual Jan - Nov	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
400. Liens				
401. Landowner Filing Fee	150.00	100.00	50.00	150.0%
402. Miscellaneous	0.00	0.00	0.00	0.0%
Total 400. Liens	150.00	100.00	50.00	150.0%
500. Interest Earned				
501. Savings Interest	269.78	54.96	214.82	490.87%
Total 500. Interest Earned	269.78	54.96	214.82	490.87%
600. Reimbursed Expenses	0.00	0.00	0.00	0.0%
700. Other Income				
701. Miscellaneous	9.47	6,759.96	-6,750.49	0.14%
Total 700. Other Income	9.47	6,759.96	-6,750.49	0.14%
Total Income	100,322.79	95,051.84	5,270.95	105.55%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	22,426.62	19,000.00	3,426.62	118.04%
A02. Contractors - Snow Removal	3,614.60	5,000.00	-1,385.40	72.29%
A03. Contractors - Weed Contrl	4,165.00	8,000.00	-3,835.00	52.06%
A04. Travel	20.00	0.00	20.00	100.0%
A05. Equipment Reg & Ins	1,667.44	1,600.00	67.44	104.22%
A06. Equipment Mtce	358.85	360.00	-1.15	99.68%
A07. Discounts - Weed Control	0.00	0.00	0.00	0.0%
A08. Road Improvement Loan	30,225.28	30,230.00	-4.72	99.98%
A09. Administration	120.00	300.00	-180.00	40.0%
A10. Legal Fees	0.00	0.00	0.00	0.0%
A11. Miscellaneous	522.00	510.00	12.00	102.35%
Total A00. Roads & Weeds	63,119.79	65,000.00	-1,880.21	97.11%
B00. Architectural				
B01. Contractors	648.00	1,900.02	-1,252.02	34.11%
B02. Travel	0.00	199.98	-199.98	0.0%
B04. Administration	271.00	600.00	-329.00	45.17%
B05. Legal Fees	82.87	83.00	-0.13	99.84%
B06. Miscellaneous	0.00	0.00	0.00	0.0%
Total B00. Architectural	1,001.87	2,783.00	-1,781.13	36.0%
C00. Complaints				
C01. Contractors	69.00	0.00	69.00	100.0%
C02. Travel	0.00	0.00	0.00	0.0%
C03. Administration	0.00	0.00	0.00	0.0%
C04. Legal Fees	223.13	141.00	82.13	158.25%
C05. Miscellaneous	29.99	0.00	29.99	100.0%
C00. Complaints - Other	0.00	0.00	0.00	0.0%
Total C00. Complaints	322.12	141.00	181.12	228.45%

Glastonbury Landowner's Association

Budget Variance Report

January through December 7, 2005

	Actual Jan - Nov	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
D00. Recreation				
D01. Contractors	0.00	0.00	0.00	0.0%
D02. Travel	0.00	0.00	0.00	0.0%
D03. PVRC	2,174.04	2,200.04	-26.00	98.82%
D04. Administration	0.00	0.00	0.00	0.0%
D05. Legal Fees	0.00	0.00	0.00	0.0%
D06. Miscellaneous	0.00	0.00	0.00	0.0%
Total D00. Recreation	2,174.04	2,200.04	-26.00	98.82%
E00. Master Plan				
E01. Contractors	0.00	0.00	0.00	0.0%
E02. Travel	20.00	0.00	20.00	100.0%
E03. Administration	105.44	1,000.00	-894.56	10.54%
E04. Legal Fees	82.50	0.00	82.50	100.0%
E05. Miscellaneous	0.00	0.00	0.00	0.0%
Total E00. Master Plan	207.94	1,000.00	-792.06	20.79%
F00. Website				
F01. Contractors - Dev & Mtce	229.95	260.04	-30.09	88.43%
F02. URL/Domain Fee	19.90	240.00	-220.10	8.29%
F03. Software	149.00	150.00	-1.00	99.33%
F04. Miscellaneous	36.00	0.00	36.00	100.0%
Total F00. Website	434.85	650.04	-215.19	66.9%
G00. Liens				
G01. Lien Filing	601.17	1,800.00	-1,198.83	33.4%
G02. Travel	10.00	99.96	-89.96	10.0%
G03. Administration	465.67	0.00	465.67	100.0%
G04. Miscellaneous	0.00	0.00	0.00	0.0%
Total G00. Liens	1,076.84	1,899.96	-823.12	56.68%
H00. Discounts				
H01. Assessment Fees	554.50	562.00	-7.50	98.67%
Total H00. Discounts	554.50	562.00	-7.50	98.67%
J00. Other Projects				
J01. Fire Protection	0.00	0.00	0.00	0.0%
J02. Water Reservoir	300.00	0.00	300.00	100.0%
Total J00. Other Projects	300.00	0.00	300.00	100.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,830.50	4,850.04	-2,019.54	58.36%
K02. Contractors - Bookkeeper	3,639.32	4,350.00	-710.68	83.66%
K03. Contractors - Accountant	105.00	105.00	0.00	100.0%
K04. Contractors - Database	723.15	650.00	73.15	111.25%
K05. Contractors - Attorney	0.00	500.00	-500.00	0.0%
K06. Office Supplies	544.75	1,200.00	-655.25	45.4%

Glastonbury Landowner's Association

Budget Variance Report

January through December 7, 2005

	Actual Jan - Nov	Budget Jan - Dec	$ Over/Under Budget	% of Budget Used
K07. Postage and Delivery	336.28	1,800.00	-1,463.72	18.68%
K08. Monthly Board Meetings	3,426.79	3,900.00	-473.21	87.87%
K09. Bank Service Charges	12.50	48.50	-36.00	25.77%
K10. Petty Cash Advance	110.40	0.00	110.40	100.0%
K11. Rent	120.00	140.00	-20.00	85.71%
K12. Insurance	4,804.66	4,500.00	304.66	106.77%
K13. Taxes	486.68	200.00	286.68	243.34%
K14. Licenses and Permits	66.25	65.00	1.25	101.92%
K15. Equipment Repair & Mtce	0.00	140.00	-140.00	0.0%
K16. Equipment Rentals	0.00	0.00	0.00	0.0%
K17. Equipment Purchases	40.00	141.00	-101.00	28.37%
K18. Miscellaneous	0.00	0.00	0.00	0.0%
Total K00. General Operating Expenses	17,246.28	22,589.54	-5,343.26	76.35%
L00. Other Expenses				
L01. Miscellaneous	127.95	538.00	-410.05	23.78%
Total L00. Other Expenses	127.95	538.00	-410.05	23.78%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	0.00	0.00	0.0%
M02. Travel	0.00	0.00	0.00	0.0%
M03. Administration	609.60	0.00	609.60	0.0%
M04. Postage and Delivery	284.13	0.00	284.13	0.0%
M05. Refreshments	201.50	0.00	201.50	0.0%
M06. Rent	75.00	0.00	75.00	0.0%
M07. Miscellaneous	450.00	0.00	450.00	0.0%
Total M00. Annual Meeting/Elections	1,620.23	0.00	1,620.23	0.0%
Total Expenses/Budget	88,186.41	97,363.58	-9,177.17	90.57%
Total Income/Budget	100,322.79	95,051.84	5,270.95	105.55%
Net Income/Budget	**12,136.38**	**-2,311.74**	**-14,448.12**	**83.8%**

----- Original Message -----

~~From: Paula~~ James Trisdale
Sent: Sunday, December 11, 2005 1:05 PM
To: alyssa@ycsi.com; rcalexa@wispwest.net; LauraBoiseGLA@cs.com; denisemorr@msn.com; joannagla@yahoo.com; orlandoEjohnson@yahoo.com
Subject: proxy vote for Dec 12th

I have to be out of town Dec 12th so I give my proxy vote to James Kozlik. I notified Wayne Mansaw 333-4122 and he will be covering both North and South for snow removal until I return.

JT

James Trisdale

Proxy

----- Original Message -----

From: Alyssa Angelis
Sent: Monday, December 12, 2005 2:54 PM
To: denisemorr@msn.com
Subject: Proxy for Dec. 12 meeting

Hi Denise,

I will be giving my proxy to Laura Boise for the meeting on December 12 since we have been working closely on Architectural matters and I have informed her of my preference in a number of areas.

Thanks!

2006-01-09_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 9, 2006

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1. Call to order, Opening prayer

The meeting was called to order by James Kozlik at 7:10 p.m., at Golden Ratio Woodworks.

PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Ross Fitzgerald (Treasurer), Ronda Alexander, Edward Anderson, Laura Boise, Orlando Johnson, Charlotte Mizzi, William Smith and Joanna Snyder.

ABSENT: Alyssa Allen

PROXIES:Alyssa Allen to Laura Boise

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Penelope Price (Ombudsman), Catherine Bielitz, Craig Lannes, Neil Kremer, Steven Hull Mary Wallace, Edwin Johnson, Justin Woodruff, Albert Vinci, Church & Sally Muto, RC and Kristina Somes, Rick Sendra and Christin Dhieux-Bray.

Opening Comments – James Kozlik

a) Requested Board members to volunteer to help collect GLA related information to submit to the Glastonbury Newsletter.

b) Reminder: Committee Chairs need Board approval before consulting with an attorney.

c) Caspari Way guard rail construction needs to be completed. William Smith agreed to spearhead this project.

d) Distributed "GLA Board Recommendations – 2006" voted on by GLA Board in 2005 and suggested the document be reviewed at February meeting.

e) Discussed Flow Chart & Executive Committee. The Board will need to further discuss how it might function more efficiently during meetings.

f) Orlando proposed that an operational committee be formed to assist the President with the interpretation and clarification of parliamentary law during meetings.

g) The Board agreed to allow a total of 15 minutes to cover landowner issues at the February meeting.

2. Reading and Disposition of Minutes

November 7, 2005 Minutes – Tabled.

December 12, 2006 Minutes

UNANIMOUS CONSENT: The Board agreed to approve the December 12, 2005 meeting minutes with amendments.

3. Landowner Issues/Concerns

3.1 Unfinished Business

a. Albert Vinci's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson – Albert stated that his letter contains only facts and has been notarized and turned over to the proper legal authority as he is a witness in a legal action.

b. Justin Woodruff's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson – Justin stated that his letter speaks for itself and that he also signed a petition regarding this issue; the petition has been submitted to the GLA.

c. Clare Parker's 10/28/05 Ltr. re: conduct of Edwin Johnson . Tabled. (Clare was not present).

d. Craig Lannes 9/28/05 Document - Lannes v Johnson
Craig deferred speaking until agenda item 3.2. New Business was discussed.

e. Denise Diehl's 11/28/05 Ltr. re: conduct of Edwin Johnson. Tabled. (Denise Diehl was not present during this portion of the meeting.)

3.2 New Business

a. Craig Lannes: What Can the GLA Board Do Re: Johnson/Lannes Dispute. Craig reviewed the details of his complaint concerning Johnson's actions and contained in Craig's document "Craig Lannes 9/28/05 - Lannes v Johnson." He expressed that he would not pay assessments until GLA too action regarding the Covenant violations he sited.

b.. Edwin Johnson's Response to Landowner Allegations
Edwin reviewed details of his experience related to Lannes' complaint, and stated he would like to see the whole matter dropped. He reported that a court case "Lannes vs Case, Johnson and Park County" will be heard in February at Park County District Court.

The Board confirmed that it would not comment or respond to the Lannes complaint during the meeting. It did not commit to any action or response date.

c. Walter Wunch: The original intention of Glastonbury Landowners Association - Tabled. (Walter was not present).

4. General Business

4.1 Unfinished Business. None.

4 .2 New Business

a. Covenants/Bylaws Special Committee – Ronda reported that the Master Plan Committee will handle proposals re: revisions to the Covenants & Bylaws.

b. Revise Board "Code of Ethics" document – Special Committee
Some, but not all of the Board members, were ready to discuss changes to the document. William, Ross, Edward and Orlando agreed to further work on revision proposals by e-mail and to send final proposals to remaining Board members via e-mail -- ten days prior to the February meeting.

c. Location of Board Meetings
Denise reported that the Thomas More School has offered the Board to meet in their fireplace room on Wednesdays free of charge.
Discussion.
The Board agreed to continue to meeting at Golden Ratio.

d, Proxy Vote – Is it Necessary
Discussion.
Ross, Charlotte and Orlando will research our Bylaws, etc., and make a recommendation at the next meeting.

5. Report of Officers and Committees

5.1 Treasurers Report- Ronda Alexander, Treasurer

a. Reports
Ronda distributed "December 2005 Bank Transactions" and the "Budget Variance Report, January through December 2005."

b. Vote to Authorize Board Members to Co-Sign Glastonbury Landowners Association (GLA) Checks and Access Savings Account & Safe Deposit Box.
MOTION: Ross motioned and JT seconded to approve the following GLA Board members to co-sign on the GLA checking account as well as to access the GLA savings account and the GLA safe deposit box: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary) and Ross Fitzgerald (Treasurer). In addition, Denise Orr, administrative secretary, is approved to access the GLA safe deposit box. Motion carried unanimously.

5.1.1 Unfinished Business – None

5.1.2 New Business

a. Update: Transition between Ronda and Ross.
Ronda reviewed the progress in the transition process
b. Identify Legal Advisor to Board. Tabled.
c. Review petty cash procedures. Tabled.

5.2 Project Review Subcommittee Report – Alyssa Allen (Chair), Laura Boise

5.2.1 Unfinished Business. None.

5.2.2 New Business

a. Update- Contact with landowner volunteers. Tabled.

b. Update - Parcel 35 (SG)/Carla Pagnier Subdivision Variance
Laura and Joanna reviewed that a GLA letter requesting feedback on the proposed subdivision variance was sent to all landowners in Carla Pagnier's neighborhood, and the neighborhood agreed to approve it based on the fact

that the division was pre-existing. Joanna and Laura recommended the variance be approved based on the fact that it is actually a "grandfathering in" of a condition that has existed for 15 years - and - a formal subdivision by previous tenants-in-common parcels diminishes liability problems.
MOTION: Joanna motioned and Laura seconded to approve Carla Pagnier's Parcel 35 (SG) subdivision. In addition, the variance fee will be waived since the Board was in a learning mode regarding the variance process used for Carla's application, which in turn delayed the processing of this application.
Motion carried.

c. Parcel 22-A (NG)/Sherry Stenberg Subdivision Application
Laura explained that this application was listed on the agenda under the name of former owner, Reed Johnson, but Sherry is now the legal owner of Parcel 22-A. Sherry submitted a subdivision application on 12/12/05. The Board discussed that although (1) density standards may eventually be revised in that neighborhood area based on current neighborhood input, and (2) some neighbors in that area may prefer fewer lots in larger sized parcels -- the Board could not base its approval upon *potential* changes in density standards as these will still need to be voted upon by all landowners at a future time when the Draft Master Plan is presented to them. The subdivision meets the current density schedule that is posted on our website, and therefore, Laura and Alyssa recommended that the GLA needed to honor the current schedule and approve this subdivision.
MOTION: Laura motioned and Ross seconded to approve Sherry Stenberg's subdivision application for Parcel 22-A (NG) subdivision.
Motion carried. (1 non-approval–Janet. 1 abstention-Charlotte)

d. New Subdivision Variance Proposal for Parcel 57 (NG)/Craig Newhouse
Laura reviewed a new proposal for this subdivision.
Discussion.
UNANIMOUS AGREEMENT: The Board agreed to give the following response to Craig: "The GLA Board will further review your variance proposal when it receives the following information: (1) Documentation of the legal ownership of the shelters; (2) The intended use of the shelters; and (3) Expectations or future plans for additional construction (i.e. setbacks, etc.) on the lot. Please also note that the review process will produce additional conditions."

e. Philip & Carol Hanifan, Lot 61 (SG)/ Request for Easement Approval
Laura reported that this is a final formal request (based on previous request) for approval to cross GLA's road to access water on the neighboring parcel Laura recommended that the GLA should request that the Hannifans submit to the GLA the proper agreements/paperwork for our files.

MOTION: Laura motioned and Edward seconded to approve the Hanifan's easement (i.e. - well access and water line easement) in favor of Parcel 61 (SG) on to Parcel 65 (SG) with the condition that the Hanifans will provide to the GLA notarized copies of: (1) the easement agreement signed by the two parties; (2) a document of mortgage that authorizes the GLA President to sign, and; (3) any other document that the GLA President may need to sign. **Motion carried.**

f. Update: Parcel 7B-1 (NG)/Pouwel Gelderloos Home Construction Application - Laura

Laura reviewed that on 12/12/05, the Board approved this application and included the condition that "all existing structures on the parcel have to be removed before construction begins." Recently, it was discovered that the existing structure mentioned is actually a small studio apartment on which assessments are being paid. Neighbors Philip Hoag and William House spoke with Laura and agreed with the following change to the preliminary approval. **UNANIMOUS AGREEMENT:** The Board agreed to change the condition listed in its 12/12/05 motion regarding the removal of all existing structures to read "the apartment will be allowed to remain in place on the condition that it be removed once the new construction is completed and livable. The GLA requires a report concerning removal of the structure before it will consider final approval of the project." All other conditions stated in the 12/12/05 motion will remain.

g. Lot 36-A (SG) Subdivision Application/R. Wallace – Laura

Laura reported that the Wallace's were asking for six divisions in a 5 division parcel in the lower plateau area of SG and that they will need to go through the variance application process.

h. Addition to Project Application Forms

The Board agreed that the project application forms need to include the clause that assessments need to be current as a requirement for Board review.

5.3 Road and Weed Committee Report- James Trisdale (Chair).

5.3.1 Unfinished Business

a. Edwin Johnston Water Rights/Fire Pond – James K. **Tabled.**

b. E. Johnston & K. Ramp signs in High South Glastonbury – James K. **Tabled.**

5.3.2 New Business

a. Update- contact with landowner volunteers. **Tabled.**

5.4 Complaint Committee Report – No Chair

5.4.1 Unfinished Business (*Pending formation of a Complaint Committee*)

5.4.2 New Business.

a. Update- contact with landowner volunteers. Tabled.
b. Landowner complaint procedures handout. Tabled.

5.5 Land Use Master Plan Committee Report - Charlotte Mizzi (Chair)

5.5.1 Unfinished Business

a. Status of Density Standard Survey Responses.

Charlotte reviewed that during the last five months, many people on this Committee have worked hard. She proposed that a special meeting with the Board be held to review raw data collected from the surveys and maps, etc. Revisions to the body of the Master Plan will be ready to review in February.

MOTION: Charlotte motioned and Orlando seconded to schedule a special Board meeting (open to landowners) on January 23 or 25 to discuss issues involving Master Plan density standards, minimum acreage and maps.
Motion carried.

Denise will determine the availability of the Golden Ratio meeting place as well as the Board's availability for Jan. 23 or 25.

5.5.2 New Business.

a. Update- contact with landowner volunteers. **Tabled.**

5.6 Recreation Committee Report – Janet Naclerio (Chair). Tabled.

5.6.1 Unfinished Business

a. Status of Phase I and II Committees Reports- Janet Naclerio. **Tabled.**

5.6.2 New Business.

a. Status of donated tennis fencing.
b. Update- contact with landowner volunteers.

5.7 Web Site Committee report - Edward Anderson (Chair). Tabled.

5.7.1 Unfinished Business. None.

5.7.2 New Business.

a. Update- contact with landowner volunteers.

5.8 Election Committee Report - Laura Boise (Chair) & Ronda Alexander

5.8.1 Unfinished Business. None.

5.8.2 New Business. Tabled.

a. Elections/Annual Meeting Review – Laura Boise
b. Update-contact with landowner volunteers.

5.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG). **No reports.**

6. Other Business

6.1 Unfinished Business. .None.

6.2 New Business. Tabled.

a. Orlando Johnson's Updated Proposal re: SG Road Expenditures.
b. MSU Students for North/South Financial Split Study – Ronda Alexander.
c. Orlando Johnson's 2 Memos (not dated) distributed to Board at December 12, 2005 Meeting.

7. Next Meeting and Adjournment

The meeting was adjourned at 10:40 p.m. with no further business. The next meeting will be a *special* meeting to discuss Master Plan issues and will be held on January 23 or 25 at the Golden Ratio Woodworks Cafeteria, 6:45 p.m. The next *regular* meeting will be held on February 6, 2006 at Golden Ratio Woodworks Cafeteria, 6:45 p.m.

NEW ACTION ITEMS:

OC010906.1	*Board:* Collect GLA related information to submit to the Glastonbury Newsletter.
OC010906.2	*William:* Spearhead Caspari Way guardrail construction project.
OC010906.3	*Board:* Review "GLA Board Recommendations – 2006" and implement.
LI010906.1	*Board:* Determine if responses are required re: complaints against E. Johnson from Lannes, Vinci, Woodruff, Parker and Diehl .
GB010906	*William, Ross, Edward & Orlando:* Work w/Code of Ethics and send revision proposals to remaining Board members via e-mail -- ten days prior to the February meeting.
GB010906.	*Ross, Charlotte and Orlando:* Research proxy vote and make a recommendation to the Board at the next meeting.
TR010906	*Denise:* Submit check signing/safe deposit box information to bank. **Done.**
PR010906.1	*Denise/Laura/Alyssa:* Send approval to Carla Pagnier re: variance application. **Done.**
PR010906.2	*Denise/Laura/Alyssa:* Send approval to Sherry Stenberg re subdivision application. **Done.**
PR010906.3	*Denise/Laura/Alyssa:* Send Board's response to Craig Newhouse re: his new subdivision variance proposal. **Done.**

PR010906.4 *Denise/Laura/Alyssa:* Send approval to Hanifan re: easement application. **Done.**

PR010906.5 *Denise/Laura/Alyssa:* Send revised approval to Gelderloos re: home construction application. **Done.**

PR010906.6 *Denise/Laura/Alyssa:* Develop Wallace variance letter and mail to neighborhood. **Done.**

PR010906.7 *Alyssa:* Add assessment requirement to project application forms. **Done.**

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda – January 9, 2006

1. **Call to Order, Opening Prayer**
   a. Opening Comments

2. **Reading and Disposition of Minutes**
   November 7, 2005
   December 12, 2005

3. **Landowner Issues/Concerns**
   3.1 Unfinished Business. (Landowner input - 15 min. max).
   a. Albert Vinci's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson
   b. Justin Woodruff's 9/22/05 Ltr. re: issues between Craig Lannes & Edwin Johnson
   c. Clare Parker's 10/28/05 Ltr. re: conduct of Edwin Johnson – Clare Parker
   d. Craig Lannes 9/28/05 Document - Lannes v Johnson
   e. Denise Diehl's 11/28/05 Ltr. re: conduct of Edwin Johnson

   3.2 New Business
   a. Edwin Johnson's Response to Landowner Allegations (15 min. max.)
   b. Craig Lannes: What can the GLA Board do re: Johnson/Lannes dispute. (15 min. max)
   c. Walter Wunch: The original intention of Glastonbury Landowners Association (10 min max)

4. **General Business**
   4.1 Unfinished Business. None.
   4.2 New Business
   a. Covenants/Bylaws Special Committee – Ronda Alexander (5 min. max)
   b. Revise Board Code of Ethics document – Special Committee (5 min max.)

5. **Report of Officers and Committees**
   5.1 Treasurer's Report
   5.1.1 Unfinished Business. None.
   5.1.2 New Business
   a. Update: Transition between Ronda and Ross (2 min max)
   b. Identify Legal Advisor to Board –Ronda Alexander (5 min max)
   c. Review petty cash procedures – Ronda Alexander (2 min.)

   5.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise
   5.2.1 Unfinished Business. None.
   5.2.2 New Business
   a. Update- Contact with landowner volunteers. (2 min max)
   b. Update - Parcel 35 (SG)/Carla Pagnier Subdivision –Laura
   c. Parcel 22-A (NG)/Reed Johnson Subdivision Application – Laura
   d. Update - Craig Newhouse Subdivision – James Kozlik

   5.3 Road & Weed Committee Report- James Trisdale (JT) (Chair)
   5.3.1 Unfinished Business
   a. Edwin Johnston Water Rights/Fire Pond – James Kozlik (5 min max)
   b. E. Johnston & K. Ramp signs in High South Glastonbury – James Kozlik (5 min max)

   5.3.2 New Business
   a. Update- contact with landowner volunteers (2 min max)

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5.4 Complaint Committee Report – No Chair
5.4.1 Unfinished Business. *Pending formation of new committee.* (10 min max)
5.4.2 New Business.
a. Update- contact with landowner volunteers. (2 min max)
b. Landowner complaint procedures handout – Laura (5 min max)

5.5 Land Use Master Plan Committee Report –
5.5.1 Unfinished Business
a. Status of Density Standard Survey Responses (10 min max)

5.5.2 New Business.
a. Update- contact with landowner volunteers. (2 min max)

5.6 Recreation Committee Report –
5.6.1 Unfinished Business
a. Status of Phase I and II Committees Reports- Janet Naclerio (5 min max)

5.6.2 New Business
a. Status of donated tennis fencing.
b. Update- contact with landowner volunteers. (2 min max)

5.7 Web Site Committee Report - Edward Anderson (Chair)
5.7.1 Unfinished Business. None.
5.7.2 New Business.
a. Update- contact with landowner volunteers (2 min max)

5.8 Election Committee Report - Laura Boise (Chair) & Ronda Alexander
5.8.1 Unfinished Business. None.
5.8.2 New Business
a. Elections/Annual Meeting Review – Laura Boise (5 min max)
b. Update-contact with landowner volunteers. (2 min max)

5.9 Ombudsman Report – Jeanie Campbell (SG) & Penelope Price (NG)

6. Other Business
6.1 Unfinished Business. .None.
6.2 New Business
a. Orlando Johnson's Updated Proposal re: SG Road Expenditures – Orlando Johnson (5 min. max)
b. MSU Students for North/South Financial Split Study – Ronda Alexander
c. Orlando Johnson's 2 Memos (not dated) distributed to Board at December 12, 2005 Meeting. (? min max)

7. Open Floor Comment Period

8. Next Meeting: February 6, 2006, 6:45 p.m., Golden Ratio cafeteria area. Adjournment.

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "6. Open Floor Comment Period".
GLA MEETING DATES & LOCATIONS HAVE NOT BEEN FINALIZED AS OF THIS DATE. WE WILL POST THEM ON OUR WEBSITE AS SOON AS THEY ARE CONFIRMED.

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Glastonbury Landowner's Association

Budget Variance Report

January through December 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
101. Dwelling Prior to 2000	-240.00	0.00	-240.00	
102. Dwelling 2000	0.00	0.00	0.00	
103. Dwelling 2001	120.00	0.00	120.00	
104. Dwelling 2002	600.00	0.00	600.00	
105. Dwelling 2003	892.26	0.00	892.26	
106. Dwelling 2004	2,387.50	0.00	2,387.50	
107. Dwelling 2005	25,219.13	28,764.96	-3,545.83	87.67%
125. Land Prior to 2000	240.00	0.00	240.00	
126. Land 2000	360.00	0.00	360.00	
127. Land 2001	480.00	0.00	480.00	
128. Land 2002	780.00	0.00	780.00	
129. Land 2003	1,625.87	0.00	1,625.87	
130. Land 2004	4,373.26	0.00	4,373.26	
131. Land 2005	42,253.65	42,594.00	-340.35	99.2%
150. GAV	10,878.00	6,468.00	4,410.00	168.18%
160. Finance Chrgs Late Accnts	3,796.01	999.96	2,796.05	379.62%
161. Penalties Late Accounts	592.72	0.00	592.72	
162. Handling Fee	0.00	0.00	0.00	
100. Assessments - Other	8.97			
Total 100. Assessments	94,367.37	78,826.92	15,540.45	119.72%
200. Architectural Fees				
201. Application Fee	825.00	0.00	825.00	
202. IF - House	500.00	0.00	500.00	
203. IF - Structures 200/800sf	50.00	0.00	50.00	
204. IF - Structures Over 800sf	0.00	0.00	0.00	
205. IF - Well	75.00	0.00	75.00	
206. IF - Driveway	75.00	0.00	75.00	
207. IF - Septic	150.00	0.00	150.00	
208. IF - Package	2,125.00	0.00	2,125.00	
209. IF - Mobile Home	0.00	0.00	0.00	
210. IF - Subdivison	750.00	0.00	750.00	
211. IF - Road	200.00	0.00	200.00	
212. IF - Commercial	0.00	0.00	0.00	
213. IF - Minor Variance	50.00	0.00	50.00	
214. IF - Major Variance	0.00	0.00	0.00	
215. Expediting Fee	300.00	0.00	300.00	
216. Road Use Fee	0.00	0.00	0.00	
200. Architectural Fees - Other	0.00	5,040.00	-5,040.00	
Total 200. Architectural Fees	5,100.00	5,040.00	60.00	101.19%
300. Roads				
301. CUT - Road Paving Loan	2,201.12	2,270.00	-68.88	96.97%
302. Knap Weed Refund	2,082.50	2,000.00	82.50	104.13%
303. Miscellaneous	0.00	0.00	0.00	
Total 300. Roads	4,283.62	4,270.00	13.62	100.32%

Glastonbury Landowner's Association

Budget Variance Report

January through December 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
400. Liens				
401. Landowner Filing Fee	150.00	100.00	50.00	150.0%
402. Miscellaneous	0.00	0.00	0.00	
Total 400. Liens	150.00	100.00	50.00	150.0%
500. Interest Earned				
501. Savings Interest	311.16	54.96	256.20	566.16%
Total 500. Interest Earned	311.16	54.96	256.20	566.16%
600. Reimbursed Expenses	0.00	0.00	0.00	
700. Other Income				
701. Miscellaneous	9.47	6,759.96	-6,750.49	0.14%
Total 700. Other Income	9.47	6,759.96	-6,750.49	0.14%
Total Income	104,221.62	95,051.84	9,169.78	109.65%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	22,426.62	19,000.00	3,426.62	118.04%
A02. Contractors - Snow Removal	5,569.60	5,000.00	569.60	111.39%
A03. Contractors - Weed Contrl	4,165.00	8,000.00	-3,835.00	52.06%
A04. Travel	184.30	0.00	184.30	100.0%
A05. Equipment Reg & Ins	1,667.44	1,600.00	67.44	104.22%
A06. Equipment Mtce	448.85	360.00	88.85	124.68%
A07. Discounts - Weed Control	0.00	0.00	0.00	
A08. Road Improvement Loan	30,225.28	30,230.00	-4.72	99.98%
A09. Administration	120.00	300.00	-180.00	40.0%
A10. Legal Fees	0.00	0.00	0.00	
A11. Miscellaneous	522.84	510.00	12.84	102.52%
Total A00. Roads & Weeds	65,329.93	65,000.00	329.93	100.51%
B00. Architectural				
B01. Contractors	719.25	1,900.02	-1,180.77	37.86%
B02. Travel	0.00	199.98	-199.98	0.0%
B04. Administration	271.00	600.00	-329.00	45.17%
B05. Legal Fees	82.87	83.00	-0.13	99.84%
B06. Miscellaneous	0.00	0.00	0.00	
Total B00. Architectural	1,073.12	2,783.00	-1,709.88	38.56%
C00. Complaints				
C01. Contractors	69.00	0.00	69.00	
C02. Travel	0.00	0.00	0.00	
C03. Administration	0.00	0.00	0.00	
C04. Legal Fees	223.13	141.00	82.13	158.25%
C05. Miscellaneous	29.99	0.00	29.99	
C00. Complaints - Other	0.00	0.00	0.00	
Total C00. Complaints	322.12	141.00	181.12	228.45%

Glastonbury Landowner's Association

Budget Variance Report

January through December 2005

	Jan - Dec 05	Budget	$ Over Budget	% of Budget
D00. Recreation				
D01. Contractors	0.00	0.00	0.00	
D02. Travel	0.00	0.00	0.00	
D03. PVRC	2,199.14	2,200.04	-0.90	99.96%
D04. Administration	0.00	0.00	0.00	
D05. Legal Fees	0.00	0.00	0.00	
D06. Miscellaneous	0.00	0.00	0.00	
Total D00. Recreation	2,199.14	2,200.04	-0.90	99.96%
E00. Master Plan				
E01. Contractors	0.00	0.00	0.00	
E02. Travel	20.00	0.00	20.00	
E03. Administration	188.24	1,000.00	-811.76	18.82%
E04. Legal Fees	82.50	0.00	82.50	
E05. Miscellaneous	64.00	0.00	64.00	
Total E00. Master Plan	354.74	1,000.00	-645.26	35.47%
F00. Website				
F01. Contractors - Dev & Mtce	299.95	260.04	39.91	115.35%
F02. URL/Domain Fee	98.75	240.00	-141.25	41.15%
F03. Software	149.00	150.00	-1.00	99.33%
F04. Miscellaneous	36.00	0.00	36.00	
Total F00. Website	583.70	650.04	-66.34	89.79%
G00. Liens				
G01. Lien Filing	601.17	1,800.00	-1,198.83	33.4%
G02. Travel	10.00	99.96	-89.96	10.0%
G03. Administration	465.67	0.00	465.67	
G04. Miscellaneous	0.00	0.00	0.00	
Total G00. Liens	1,076.84	1,899.96	-823.12	56.68%
H00. Discounts				
H01. Assessment Fees	554.50	562.00	-7.50	98.67%
Total H00. Discounts	554.50	562.00	-7.50	98.67%
J00. Other Projects				
J01. Fire Protection	0.00	0.00	0.00	
J02. Water Reservoir	300.00	0.00	300.00	
Total J00. Other Projects	300.00	0.00	300.00	100.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,941.00	4,850.04	-1,909.04	60.64%
K02. Contractors - Bookkeeper	3,845.57	4,350.00	-504.43	88.4%
K03. Contractors - Accountant	105.00	105.00	0.00	100.0%
K04. Contractors - Database	778.15	650.00	128.15	119.72%
K05. Contractors - Attorney	165.00	500.00	-335.00	33.0%
K06. Office Supplies	578.19	1,200.00	-621.81	48.18%
K07. Postage and Delivery	417.02	1,800.00	-1,382.98	23.17%

Glastonbury Landowner's Association

Budget Variance Report

January through December 2005

	Jan - Dec 06	Budget	$ Over Budget	% of Budget
K08. Monthly Board Meetings	3,779.94	3,900.00	-120.06	96.92%
K09. Bank Service Charges	12.50	48.50	-36.00	25.77%
K10. Cash Advance	215.40	0.00	215.40	
K11. Rent	140.00	140.00	0.00	100.0%
K12. Insurance	4,804.66	4,500.00	304.66	106.77%
K13. Taxes	486.68	200.00	286.68	243.34%
K14. Licenses and Permits	66.25	65.00	1.25	101.92%
K15. Equipment Repair & Mtce	0.00	140.00	-140.00	0.0%
K16. Equipment Rentals	0.00	0.00	0.00	
K17. Equipment Purchases	40.00	141.00	-101.00	28.37%
K18. Miscellaneous	0.00	0.00	0.00	
Total K00. General Operating Expenses	18,375.36	22,589.54	-4,214.18	81.35%
L00. Other Expenses				
L01. Miscellaneous	127.95	538.00	-410.05	23.78%
Total L00. Other Expenses	127.95	538.00	-410.05	23.78%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	0.00	0.00	
M02. Travel	0.00	0.00	0.00	
M03. Administration	886.60	0.00	886.60	
M04. Postage and Delivery	385.61	0.00	385.61	
M05. Refreshments	229.77	0.00	229.77	
M06. Rent	75.00	0.00	75.00	
M07. Miscellaneous	0.00	0.00	0.00	
Total M00. Annual Meeting/Elections	1,576.98	0.00	1,576.98	
Total Expenses/Budget	91,874.38	97,363.58	-5,489.20	94.36%
Total Income/Budget	104,221.62	95,051.84	9,169.78	109.65%
Net Income/Budget	**12,347.24**	**-2,311.74**	**14,658.98**	**84.23%**

December 2005 Bank Transactions

Date	Check #	Code	Description	Check total	Deposits	Balance in Account
			Previous Balance			$10,589.37
12/09/05	917		Rudy Parker	$ 218.85		$10,370.52
		E03	$ 47.00 - Master Plan Survey Mailing Labels			
		F01	$ 70.00 - Website Maintenance			
		F02	$ 78.85 - Website Hosting/Domain Name			
		M03	$ 23.00 - Annual Landowner Mtg CD's			
12/11/05	918	A02	Sky Country Sering, Inc. - NG Snow Plowing	$ 990.00		$9,380.52
12/12/05	919	K11	Denise Orr - GLA File Storage	$ 20.00		$9,360.52
12/12/05	920		Denise Orr	$546.00		$8,814.52
		K01	$ 110.50 - Administrative Secretary			
		K04	$ 32.50 - Database			
		M03	$ 130.00 - Annual Elections			
		K08	$ 273.00 - Monthly Board Meetings			
12/14/05	921		James Trisdale	$ 195.00		$8,619.52
		A02	$ 150.00 - Snow Plowing/Sand NG & SG			
		A05	$ 45.00 - Loading Sand			
12/14/05	922	A02	James Trisdale - Snow Plowing SG	$ 20.00		$8,599.52
12/14/05	923	A02	James Trisdale - Snow Plowing SG	$ 80.00		$8,519.52
12/14/05	924		James Trisdale	$ 307.32		$8,212.20
		A02	$ 240.00 - Snow Plowing SG			
		A04	$ 67.32 - Gas			
12/14/05	925		James Trisdale	$ 267.96		$7,944.24
		A02	$ 160.00 - Snow Plowing/Sanding SG			
		A04	$ 67.12 - Gas			
		A06	$ 40.00 - Sander Repair			
		A11	$ .84 - Copies			
12/14/05	926		Denise Orr	$ 66.81		$7,877.43
		E05	$ 14.00 - Master Plan Copies			
		K06	$ 4.49 - Office Supplies			
		K08	$ 19.32 - Monthly Board Meetings			
		K10	$ 5.00 - Cash Advance			
		M03	$ 24.00 - Annual Mtg/Elections			
12/14/05	927	M05	Charlotte Mizzi - Annual Mtg Refreshments	$ 28.27		$7,849.16
12/14/05	928	K10	Denise Orr - Cash Advance	$ 100.00		$7,749.16
12/15/05	929	K05	Huppert, Seindlehurst & Woodruff - Water Rights SG	$ 165.00		$7,584.16

Updated 1/7/2006

December 2005 Bank Transactions

Date	Check #	Code	Description	Check total	Deposits	Balance in Account
			Previous Balance			$ 7,584.16
12/19/05	Dep		Deposit		$ 1,645.00	$ 9,229.16
		100	$ 245.00 - Assessment Fees			
		201	$ 50.00 - Application Fees			
		202	$ 250.00 - Impact Fee - House			
		207	$ 75.00 - Impact Fee - Septic			
		208	$ 425.00 - Impact Fee - Package			
		215	$ 100.00 - Expediting Fee			
		SB02	$ 500.00 - Sanitation Bonds - House			
12/19/05	TX		Transfer Sanitation Bond to Savings	$ 500.00		$ 8,729.16
12/30/05	930	D03	Park Electric - PVRC Soccer Field	$ 25.10		$ 8,704.06
12/30/05	931		Void	$ -		$ 8,704.06
12/30/05	932		James Trisdale	$ 129.86		$ 8,574.20
		A04	$ 29.86 - Gas for Truck			
		A02	$ 100.00 - Snowplow Upper SG			
12/30/05	933		James Trisdale	$ 230.00		$ 8,344.20
		A02	$140.00 - Snowplow Lower & Upper SG			
		A06	$ 50.00 - New Tire/Repair Spare Tire for Truck			
12/30/05	TX		Transfer Pending Architectural Fees to Savings	$ 175.00		$ 8,169.20
12/30/05	TX		Transfer Sanitation Bond to Savings	$ 100.00		$ 8,069.20
12/30/05	Dep		Deposit		$ 1,069.00	$ 9,138.20
12/30/05	934		Ronda Alexander	$ 236.55		$ 8,901.65
		K02	$ 206.25 - Bookkeeping, Annual Statements			
		K04	$ 22.50 - Update Database			
		K08	$ 7.80 - Monthly Financial Stmnts			
12/31/05	935	B01	Alyssa Angelis - Archicectural Applications	$ 71.25		$ 8,830.40
			Savings	$ 11,621.00	Ckg & Sav	$ 20,451.40
			Pending Architectural Impact Fees	$ 525.00		
			Sanitation Bonds	$ 4,900.00		
			Reserve Funds	$ 7,500.00		
			Total Savings	**$ 24,546.00**		

Updated 1/7/2006

GLA 02110

GLA Board Recommendations - 2006

Accounting

1. Set-up checks and balances between the Treasurer and Bookkeeper

2. Change assessment fees due date to 60 days versus 365 days; assess finance charges after 60 days past due; update landowner statements to reflect the following:
   - ✓ All current assessments are due by February 28th of the current year.
   - ✓ Assessments not paid in full by February 28th of the current year and not on an approved payment plan are delinquent and will be charged a penalty of 5.0% and a finance charge of 18.0% per year until paid in full starting March 1st of the year the delinquency first occurred.

3. Set-up handling fees for assessment payments and update landowner statements to reflect the following:
   - ✓ Quarterly Payments: due January 31st, April 30th, July 31st and Oct 31st. A handling charge of $2.00 will be added to each payment.
   - ✓ Monthly Payments: due by the end of each month with the final payment due October 31st. A handling charge of $1.00 will be added to each payment.

4. Process quarterly assessment statements for past due accounts only versus for all accounts with an outstanding balance for the current year. Processing quarterly statements for accounts with an outstanding balance for the current year becomes a moot issue if the due date for assessments is changed from 365 days to 60 days.

5. Research collection agencies to collect assessments for accounts with liens

6. Develop contract for sub-contractors; renegotiate contract annually

7. Transfer soccer field expenses to PVRC

8. Implement PVRC land lease

9. Research new database/accounting software, eliminating the need for two GLA sources for Landowner records
   - ✓ Utilize MSU student to do research and implementation in exchange for school credits; eliminates consultant fees

10. Set-up an annual audit of GLA books by a certified public accountant

11. Process lien filing fee of $50.00 when lien is filed, versus when lien is paid in full. This eliminates the problem of forgetting to process the fee and giving an incorrect payoff

12. Conduct study to determine cost effectiveness of subdivision waivers
    - ✓ Change processing of finance charges to once a year versus monthly; very labor intensive to process monthly and 6% does not seem adequate to cover monthly cost of labor
    - ✓ If it is decided to keep subdivision waiver, consider increasing percentage to cover cost of labor for applying finance charges

GLA Board Recommendations - 2006

Accounting (con't)

13. Enforce limits for paying Board of Directors for any time put in after 12 hours of volunteer time:
    - ✓ > 12 hours for committee work must be approved by the Committee Chair
    - ✓ > 12 hours for committee work that exceeds budget for that committee must be approved by the Board
    - ✓ > 12 hours for non-committee work must be approved by the Board

14. Research refinancing of road pavement loan for purpose of reducing the interest rate and lowering payments and/or reducing amount of time to pay off loan

General Operating Procedures

1. Research feasibility of emailing GLA correspondence to landowners versus always mailing hard copies

2. Recruit a volunteer legal advisor to either be part of the Board or to be available as an advisor to the Board
    - ✓ Contact MSU to determine any interest; minimizes lawyer fees

3. Create an annual fundraiser to raise funds for the GLA

4. Recruit volunteers to help with large mailing projects

Website

1. Expand Website to include more information for landowners
    - ✓ GLA news, policy updates, meeting minutes, forum for landowners to communicate to GLA, etc.
    - ✓ Use as a source for online surveys, updating landowner information, etc.

2. Create a "Motions" database to easily access decisions made by GLA Boards.

Roads

1. Research feasibility of Church Universal & Triumphant sharing the cost of grading the following North Glastonbury Roads: Sirius, GAV, Caspari Way
    - ✓ Caspari Way is a platted road that was built by the Church in 2002 without approval from the GLA

2. Install portable speed bumps on highly traveled gravel roads in both North & South Glastonbury

3. Develop policy to prohibit transporting of "track" equipment on platted roads; all track equipment should be hauled
    - ✓ Set-up financial penalty for road damage if policy not followed

GLA Board Recommendations - 2006

Roads (con't)

4. Bill contractors for any damage to roads as a result of work done by landowners. If the contractor does not pay the bill, then bill the landowner. If the landowner does not pay the bill, put a lien on the landowner's property

5. Install speed limit signs on platted, gravel roads; this may be unnecessary if portable speed bumps are installed

6. Solicit proposals from contractors for chip sealing North Glastonbury paved roads
   - ✓ Develop cost analysis
   - ✓ Research loan programs
   - ✓ Determine increase in assessments to pay for loan
     - consider applying any collections for past due assessments to loan, reducing the amount of time to payoff and decreasing amount of time for increased assessments to landowners
     - consider applying lease payments from PVRC to pay for loan, reducing the amount of time to payoff and decreasing amount of time for increased assessments to landowners
   - ✓ Present to landowners for a vote

Complaints

1. Review 2005 proposal from the GLA Complaint Committee to determine feasibility of implementation
   - ✓ Make Ombudsman position permanent part of Complaint Committee
   - ✓ Involve landowners in developing process for resolving complaints

Architectural Projects

1. Use "Injunctive Relief" process to stop construction when a landowner project is not approved by the GLA

2. Enforce new policy for collecting current and past due assessments before a project is approved by the Board

GLA Organizational Structure

1. Covenants state that road maintenance is the number one priority for the expenditure of landowner assessments; help the board keep this focus

2. Conduct study to determine if GLA organizational structure is the most effective for serving the Glastonbury communities
   - ✓ Identify needs of the community based on the Master Plan
   - ✓ Develop vision and mission statement for the GLA Board
   - ✓ Utilize MSU student to do research and suggest best organizational structure in exchange for school credits; eliminates consultant fees and ensures a non-biased, third party is objectively addressing what is best for the community

Submitted 1/9/06 by Craig Lannes

1/9/06
From:
Craig K. Lannes
!7 Bald Eagle Trail
South Glastonbury
Parcel 53b
333-4245

The GLA claims the right, as a legal entity, to assess and collect annual fees. The right to assess fees also carries the responsibility to enforce those rules of incorporation, submitted in part, to validate the legal right to assess and collect those fees. The by-laws and land covenants clearly assert the GLA's right to enforcement of those by-laws and covenants.

I refuse to pay my land assessments, in protest, because the GLA has not upheld the responsibility to enforce covenant violations that have injured me and my property.

There are not " two sides to the story", when factual events are witnessed and documented. The first precipitating witnessed event is as follows:

Without warning, without my permission, and despite my protests, a bulldozer repeatedly crossed my property, destroying the only ease of access to my home.

My driveway was repeatedly entered, by the bulldozer, carving out the adjacent pristine hillside to extend my established home site, beyond my property lines, operating repeatedly @50ft from my front door, despite my protests, based upon unsubstantiated claims of legality. The non-resident land developer and GLA board member then filed a restraining order against me and is suing me for unspecified damages for stopping further encroachments and alterations along the communal property line destroyed by his hired bulldozer. The damage to my property, witnessed by neighboring resident homeowners, was never repaired.

The perpetrator of these (and other) acts was a *non-resident land broker* and GLA board member, who's actions prompted angry letters of protest against his disrespectful inconsiderate acts, from other *resident homeowners.* This resulted in his public chastisement from fellow board members, and his forced resignation from the board. As a licensed land broker and GLA board member, this person has a working knowledge of real estate rules and practices. He evaded subdivision regulations by claiming a family conveyance. Notarized statements further testify to his public announcement that one could get around subdivision regulations by claiming family conveyance. He avoided county road access permits by erecting "livestock gates". He ignored surface water regulations, depleting the community firepond, placing the residents at risk, and altered streambeds, without permits, plan reviews or legal permission.

I contend that no one has the right to enter someone's property with a bulldozer without first obtaining their permission. That is a bold, inconsiderate illegal act (trespass) clearly defined in the covenants. Repeated trespass and ensuing unrepaired property destruction, based upon unsubstantiated claim of legality, in order to sell a parcel of less than two acres that evaded subdivision review, is an attempt to profit at the expense of others, despite community residents' publically stated concerns over legal controlled land development that does not encroach upon resident homeowners.

All I did was purchase a modest home on a small parcel, to reside in peaceful retirement. Trespass and property destruction based upon false claims is a clear violation of numerous covenants. As a retired disabled teacher on a fixed income, his money, position and power have eroded my limited resources, preventing my ability to both defend myself *and* pay assessments.

I petition the GLA board to take action against these blatant violations and evasions of rules and regulations, to put my property back to the state it was in when I first purchased my home and land in good faith, subsequently altered/destroyed at my expense, and despite my protests, from a GLA board member and non-resident land broker who has drawn the ire of neighboring resident homeowners.

When the GLA comes to my defense by simply enforcing their own rules, triggered by the unethical destructive acts of a GLA board member, I will resume payment of my assessments. Until then, I will hold those funds in abeyance, in protest to the inequitable practices that have allowed my property to be destroyed and my rights violated, without consequences for the perpetrator that is wrongfully suing me, the injured party.

Summation:

My property was destroyed by the destructive trespasses of a bulldozer, so that a non-resident land broker and (previous) GLA board member could profit from the sale of a parcel of less than 2 acres, that evaded subdivision regulations through claimed family conveyance and unsubstantiated claims to legal rights over my property. It is incumbant on the GLA, as the local land agency, to protect resident homeowners from the eyewitnessed documented destructive actions of non-resident land brokers that profit at the expense of the residents.

January 9, 2006 Meeting
Summary of Lannes and Johnson's comments

a. Craig Lannes: What can the GLA Board do re: Johnson/Lannes dispute.
Craig reviewed the details of his complaint contained in "Craig Lannes 9/28/05 Document - Lannes v Johnson" including:

- Estimated repair expense from damages resulting from Johnson's bulldozer actions is $1,000 plus the cost to present his case in court.
- Claimed he was an innocent victim of illegal actions and that he didn't call the sheriff because Edwin had presented himself as a GLA Board member.
- Requested the GLA to take action against Johnson re: violations of Covenants (property destruction and trespassing) that have also been witnessed by others.
- He has withheld paying assessments and will pay them again when the GLA takes action concerning "unethical acts of a GLA board member."

b.. Edwin Johnson's Response to Landowner Allegations
Edwin reviewed details of his experience related to Lannes' complaint, including:

- Claimed he never intended to injure Parcel 54 in any way and apologized for events that led Lannes to believe this was so.
- Stated he was busy with hunting season at the time the driveway issue occurred and he believed his contractor and Craig's contractor were properly handling the issue.
- Cited that within Lannes' garage application to the GLA, the driveway in question was sketched in and it was noted that "the driveway easement is in process with the County" which reveals that Lannes was aware of the shared driveway.
- Cited Lannes erected barbed wire in the middle of the road
- He "would like to see the whole matter dropped"
- A court case "Lannes vs Case, Johnson and Park County" will be heard in February at Park County District Court,

Glastonbury Landowner's Association

CHECK REQUEST

DATE OF REQUEST: _____ **NAME OF REQUESTOR:** _____

ACCNT CODE	AMOUNT	DATE (of Expense)	MEMO (Purpose of Expenditure)	CUSTOMER (Landowner/Parcel #/NG or SG)
TOTAL	$	CHECK PAYABLE TO:		

ADDRESS:

CITY: **ZIP:** **PHONE:**

DISBURSEMENT: ☐ HOLD FOR PICK-UP ☐ BRING TO BOARD MEETING ☐ MAIL

_____ _____

Approval Signature **Print Name**

Code	Category	Code	Category	Code	Category	Code	Category
A00	**A. Roads & Weeds**	D00	**D. Recreation**	J00	**J. Other Projects**	M00	**M. Elections**
A01	Contractors - Maintenance	D01	Contractors	J01	Fire Protection	M01	Contractors
A02	Contractors – Snow Removal	D02	Travel	J02	Water Reservoir	M02	Travel
A03	Contractors – Weeds	D03	PVRC	K00	**K. General Operating Exp**	M03	Administration
A04	Travel	D04	Administration	K01	Contractor – Admin Secretary	M04	Postage and Delivery
A05	Equipment Reg & Ins	D05	Legal Fees	K02	Contractor - Bookkeeper	M05	Refreshments
A06	Equipment Mtce	D06	Miscellaneous	K03	Contractor - Accountant	M06	Rent
A07	Discounts – Weed Control	E00	**E. Master Plan**	K04	Contractor - Database	M07	Miscellaneous
A08	Road Improvement Loan	E01	Contractors	K05	Contractor - Attorney		
A09	Administration	E02	Travel	K06	Office Supplies		
A10	Legal Fees	E03	Administration	K07	Postage and Delivery		
A11	Miscellaneous	E04	Legal Fees	K08	Monthly Board Meetings		
B00	**B. Architectural**	E05	Miscellaneous	K09	Bank Service Charges		
B01	Contractors	F00	**F. Website**	K10	Petty Cash Advance		
B02	Travel	F01	Contractors	K11	Rent		
B03	Refund – Sanitation Bonds	F02	URL/Domain Fee	K12	Insurance		
B04	Administration	F03	Software	K13	Taxes		
B05	Legal Fees	F04	Miscellaneous	K14	Licenses & Permits		
B06	Miscellaneous	G00	**G. Liens**	K15	Equipment Repair		
C00	**C. Complaints**	G01	Lien Filing	K16	Equipment Rental		
C01	Contractors	G02	Travel	K17	Equipment Purchase		
C02	Travel	G03	Administration	K18	Miscellaneous		
C03	Administration	G04	Miscellaneous	L00	**L. Other Expenses**		
C04	Legal Fees	H00	**H. Discounts**	L01	Miscellaneous		
C05	Miscellaneous	H01	Assessment Fees				

OFFICE USE ONLY

Check Number:	Date Paid:	Notes:

Updated 1/9/2006

A process needs to be established for handling fees collected when a project application is not approved.

The first step would be for the committee to decline to accept an application when it appears to be un-approvable in the first place, and direct applicant to the Variance process if appropriate. (Do you agree?)

Case 1: Project is not approved. No further action can be taken.

Action: Refund Sanitation Bond and unused portion of Impact Fee. (Impact fee covers road usage as well as board member time required to process application.) Unused portion of impact fee equals monies remaining after subtracting application processing expense incurred by board members or contractors, or any other expenses. (?)

Case 2: Project is not approved, but directed to Variance Committee.

Action: All fees collected are flagged for "possible refund," similar to a sanitation bond, until the Variance process is completed. If the project is approved, Impact fee is moved into "income." If not approved, same as Case 1 listed above.

Note: If the variance process is pursued, the variance fees are separate from the fees that may have already been paid toward a project. The variance fees will be determined on a case-by-case basis depending on the situation, and agreed on by the applicant and Variance Committee. (This is my understanding at this point, but the committee will be further defining the process.)

The Alpine Group

We represent 14 parcel owners in what is called the Alpine Forested and the Upper Hilly areas of South Glastonbury. Our group are only those that we have contacted and represent 100% of those contacted. Our statements below are representative of all of our collective thoughts with respect to the Master Plan and variances from the Master Plan as well as the Glastonbury covenants.

We oppose any variances on any parcel before the Master Plan is finalized.

We are requesting that the Master Plan draft that we voted on and were surveyed on is implemented as soon as that can be accomplished. We do not need to remind the board that we voted on our wishes for a Master Plan over two years ago at a neighborhood meeting.

We request that if a variance is requested by a parcel owner then all parcel owners that are effected be notified. This would apply to any impact on a drive by situation.

We request that the Glastonbury covenants with respect to trailers, trash, eyesores, noxious weeds etc. be enforced.

82+83

Carol A. Anderson

Michael G. Rosa Sr.
LOT 58

2006-02-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 6, 2006

CONFIDENTIAL – DO NOT COPY

1. Call to order

The meeting was called to order by James Kozlik at 7:10 p.m., at Golden Ratio Woodworks.
PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Ross Fitzgerald (Treasurer), Edward Anderson, Laura Boise, Orlando Johnson, Charlotte Mizzi
ABSENT: Alyssa Angelis Allen, William Smith.
PROXIES: Alyssa Allen to Laura Boise
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary) & Jeanne Campbell (Ombudsman). Landowners: Catherine Bielitz, Kathleen Rakela,, Steven Hull, Mary Wallace, Robert Wallace, Arlon Pfeil & Ben Mitchem. Potential Landowners: George & Camille Larsen.

a. Opening Comments.

- James reviewed meeting protocol.
- Executive Board Discussion: The Board reviewed that the GLA Bylaws and Covenants do not give any specific power to an "Executive Board" (ie. President, Vice President, Secretary and Treasurer), but that this body could form a committee and submit recommendations to the Board for a vote. The Board agreed to revisit this topic at the March meeting.

MOTION: Orlando motioned and Ross seconded to approve the agenda with amendments. **Motion carried.**

2. Reading and Disposition of Minutes. Tabled.

3. Report of Officers and Committees

3.1 Treasurer's Report - Ross Fitzgerald .

Ross reviewed that the duties between the Treasurer and Bookkeeper (Ronda) have been delineated. He distributed "Budget Variance Report, Jan 2006," "January 2006 Bank Transactions" and "2006 Projected Budget, 2/1/06."

3.1.1 Unfinished Business

a. none

3.1.2 New Business

a. MSU Student for Data Base. Ross reported he is in the process of researching the possibility of having an MSU student assist the GLA in consolidating our two databases and that he will submit a proposal to the Board when appropriate.

b. Choose Budget Committee for 2007 Budget

The Board agreed that Ross, Orlando, Janet and JT will comprise the 2007 Budget Committee and that it will need to submit to the Board the date on which it will submit a budget proposal.

c. Additional Topics Reviewed by Ross

- Julia Vinci Letter (not dated; received 1/30/06) which included a request for the Treasurer's report. Laura also reported that she spoke to Julia in response to the concerns expressed in her letter.
- The possibility of posting a bi-annual and annual Treasurer's Report on the GLA website.
- Invitation to landowners to contact him re: questions concerning GLA's use of assessment funds; he will respond asap.
- Ross contacted T. Shellenberg (accountant) to review the GLA books twice a year. The Board discussed that this service is probably only needed once a year and requested information concerning its expense.
- Ross is committed to resolving the issue of collecting assessments fees from landowners who are in arrears, and will consult with our attorney concerning collection practices that the GLA could implement.

3.2 Project Review Subcommittee Report – Allysa Allen (Chair), Laura Boise

3.2.1 Unfinished Business

a. none

3.2.2 New Business

a. Update- Contact Landowner Volunteers for Project Review Subcommittee.

Laura reported that she will ask Alyssa for the list of volunteers and contact them since Alyssa is out of town. Charlotte volunteered to be a part of the sub-committee.

b. SG Park County Subdivision Fire Regulations- Letter from Lawyer.

James Kozlik reported that our lawyer will compose a letter in which regulation laws for subdivisions are reviewed. JK will forward this information to Edward to post on the GLA website. He suggested that a link to the county's subdivision standards could be added to the website.

c. Update – Lot 36-A (SG) Subdivision Variance Application/R. Wallace.

Laura reported that the GLA received 20 non-approval and 3 approval responses to the GLA subdivision variance letter re: Lot 36-A that was sent to neighbors in the lower SG plateau area. Robert Wallace stated that he was surprised by the results as he estimated there were approximately 20 neighbors who told him they would approve the variance. He asked the Board if he could contact these neighbors again and commented that his request should be granted based on the Board's approval of the Pinardo subdivision variance. The Board responded that it would not grant this request as the neighbors Robert mentioned had already received the opportunity to state their approval of his variance as requested in the GLA letter. It also explained that the variance process was originally created due

to a number of problems encountered during the Pinardo subdivision variance process (ie. a number of neighbors complained that they felt pressured by the owner to submit their approval of that subdivision.) To avoid the repetition of that experience and protect the anonymity of neighbor input, the Board confirmed it would follow the new variance process

MOTION: Orlando motioned and Ross seconded to vote to accept or reject the variance requested by Robert and Mary Wallace for Lot 36-A, SG.

Motion carried

Discussion.

Consensus Agreement: The Board agreed to not approve the Wallace's variance application.

d. Update - Review Lot 54-A (NG) Construction/Tina Amereihn

1) Kathleen Rakela's 1/23/06 Letter (Board received copies). Laura reviewed Kathleen's concern that Tina's home was built on the ridge line and violated county regulations for that subdivision. Allegedly, Judge Swandall had ordered Tina to move her site off the ridge line.

2) According to Tina, her contractor and William Smith (who sold the lot to Amereihn and had created the covenants for that subdivision) advised her that the placement of her home was acceptable, but agreed that the language in County Regulations was unclear regarding the definition of a ridge-line.

Lot 54-A (NG) Proposed Basement Construction/Tina Amereihn

Laura reported that Tina submitted an application to add a basement foundation to her original house construction plan. Per Tina, this addition will increase the home from two to three stories, with extra square footage and will not change the height above ground level from the original plan. Laura did not have time to verify these specifics as the application was submitted the day before the meeting. Discussion

MOTION: JT motioned and Ross seconded to postpone reviewing Tina Amereihn's basement application until Park County issues a statement regarding the status of her home site.

Discussion.

Motion carried.

New Policy for Subdivision Applications

The Board agreed that in the future all applicants submitting subdivision applications to the GLA need to submit (1) the covenants for the particular subdivision since those covenants may differ from GLA covenants or standards; and (2) a copy of the County's conditions once the subdivision is approved.

e. Lot 55-D (NG) Home Construction & Garage Application/ Ragnow & Kory, Jr.
Laura reviewed the application and noted that this lot is in the same subdivision as Tina Amehrein. The Board discussed that there may be similar problems with the ridge line requirement and that further research may be needed before the GLA can make an informed decision. James K. said he would visit the site and contact Ragnow..
MOTION: Charlotte motioned and Laura seconded to table Ragnow's home construction and garage application on Lot 55-D (NG).
Motion carried unanimously.

f. Lot 46-D (SG)/Mobile Home and Well Project/Brian & Theresa-Emmanuel Grey.
Laura explained that Alyssa had been working with the Greys to process their application during the previous two weeks. Some of the Board felt they did not have enough time to review the application that was e-mailed to them on Friday, February 3.
Consensus Agreement: Table the review of the Grey application.

g. Vote to Eliminate Expediting Process for Subdivisions and Variances.
MOTION: Laura motioned and Ross seconded to *discontinue* the expediting process *for subdivision and variance applications.*
Motion carried.

Discussion.
Amendment: Ross motioned and Charlotte seconded to *discontinue* the expediting process for *all project applications.*
Amendment did not carry. (5 not in favor; 2-in favor; 3 abstentions)

Discussion: George Larson, attendee at meeting, reported that he was about to become a GLA landowner and that eliminating the expediting process would be a hardship on him for a number of reasons. The Board further discussed whether the expediting process might be allowed in hardship cases.
Amendment: Laura motioned and Orlando seconded to *allow the expediting process for subdivisions and variance applications in extreme hardship cases.*

Discussion.
MOTION: Charlotte motioned and Orlando seconded to table the discussion concerning discontinuing the expediting process for *subdivisions and variance applications in extreme hardship cases* and to discuss this topic at a future meeting. **Motion carried.**

h. Craig Newhouse Letter of 2/1/06 re: Proposed Subdivision of Tract 57-E (NG).

Denise distributed copies of Craig's letter received by the GLA on 2/4/06. Laura reviewed the letter which included Craig's responses to the GLA's previous inquiries concerning his application. The Board agreed it could not vote on Craig's request for preliminary approval until his variance application process was completed.

3.3 Road & Weed Committee Report - James Trisdale (JT) (Chair)

3.3.1 Unfinished Business

a. Edwin Johnson Water Rights/Fire Pond Attorney Letter

James K. reported that he asked our attorney to compose a letter to address water rights and how these relate to the GLA's Covenants, insurance, assessments and budget. James will also visit the DNRC to investigate the water rights for North and South Glastonbury.

Edwin stated that he had no intention of "de-watering" the existing water systems in SG and that this happened due to sprinklers. He stated he is willing to come to some sort of agreement with the GLA regarding this issue.

b. High South Road Usage Signs – Ev. Johnston & K. Ramp

J T stated that he will call Johnston regarding the sign. He contacted Ramp and is waiting to receive her feedback regarding wording on sign.

3.3.2 New Business

a. Update- contact with landowner volunteers

JT reported that Ian Scott volunteered to work on the Road/Weed Committee. Jeanne Campbell stated she will ask if her husband is interested in volunteering.

b. Speed Bumps & Signs

JT proposed that 3 portable speed bumps plus appropriate signs be installed on gravel roads in Glastonbury. Each speed bump costs approx. $342.

Discussion.

MOTION: Orlando motioned and Edward seconded to approve a $2,500 maximum budget for the expense of speed bumps and associated signs.
Motion carried.
The Board agreed that the speed bump/sign expense should be included in the 2007 budget.

c. Road maintenance sub-contractor contacts

JT reported that he has one subcontractor lined up for a 2-year run and is waiting for two more bids. He will submit a road expense proposal when the 2 bids are

received. Laura proposed and the Board agreed that the GLA needs to inform landowners concerning the access locations to common use land.

3.4 Land Use Master Plan (LUMP) Committee Report – Charlotte Mizzi (Chair)

3.4.1 Unfinished Business

a. none

3.4.2 New Business.

Charlotte & Laura distributed two documents:
1) **Exibit A** = "3.5 Residential Areas and Density Schedule (2/1/06) LUMP Committee, for GLA Mtg,"
2) **Exibit B** = "3.5 Residential Areas and Density Schedule (2/6/06) for GLA Mtg ."

a. Recommendations re: average minimum acres.

Discussion of Exhibits A & B:

1) **Exhibit A:** The Board agreed to revisions of the footnotes and minimum acreage column included in this schedule. A motion to approve Exhibit A did not pass.
2) Laura and Charlotte emphasized that the variance information to be placed in the Draft Master Plan should explain how variances will be administered by the Project Review Sub-committee.
3) The LUMP Committee stepped away from the meeting and developed a proposal concerning **Exhibit B.** It then presented its proposal to the Board. Discussion.

MOTION: Charlotte motioned and Ross seconded to the following:

- **Exhibit B:** Delete Column 2 - "Minimum Acres per Tract/Lot"
- **Exhibit B:** Obtain our attorney's advice to ascertain the legality of the GLA asking landowners to vote for either Column 3 (as Option 1) or Column 4 (as Option 2).
- If our attorney states that voting on Option 1 or Option 2 *is* legal, the Board will approve **Exhibit B** for inclusion in the Draft Master Plan
- If our attorney states that voting on Option 1 or Option 2 *is not* legal, the Board approves **Exhibit A** (with agreed upon revisions, including the footnote that states "no variance will be allowed for the division of land less than 2.5 acres in North and South Glastonbury") for inclusion in the Draft Master Plan. **Motion carried.**

b. Choices for density standard Landowner vote – Tabled.

c. Neighborhood Survey results posted on web site.

Charlotte commented that this will be done when the Board approves the specific document to be used – either Exhibit A or B.

3.5 Recreation Committee Report – Janet Naclerio (Chair)

3.5.1 Unfinished Business

a. Status of Phase I and II Committees Reports – **Tabled.**

3.5.2 New Business

a. Proposal for community building funding.

James Kozlik briefly reviewed the possibility of constructing a community building on our recreation land using "sweat equity" and collecting rent for its use. Since GLA owns the land, it has equity, thus making it eligible to receive a loan. James asked the Board to think about this possibility and what it might take to implement such a plan, including how it might affect our budget, etc.

b. Update: Contact landowner volunteers. Tabled.

4. General Business

4.1 Unfinished Business. None.

4.2 New Business. Tabled.

a. Community Committee - LB.

b. MSU students for legal assistance, accounting, data base, community studies, etc. - JK

c. Code of Ethics - RF

5. Open Floor Comment Period and Landowner Issues/Concerns. None.

6. The meeting was adjourned at 11 p.m. with no further business.
Next Meeting: March 6, 2006, 6:45 p.m., at Golden Ratio Cafeteria.

NEW ACTION ITEMS

TR020606.1	*Budget Committee:* Determine date for 2007 budget proposal & present to Board.
TR020606.2	*Ross:* Present to Board expense for hiring accountant to audit GLA books.
TR020606.3	*Ross:* Present to Board attorney's advice concerning collection practices.
PR020606.1	*Laura/Alyssa:* Contact list of volunteers to serve on project review committee. **Done.**
PR020606.2	*James K:* Acquire lawyer's report re: regulation laws for subdivisions.
PR020606.3	*Edward:* Create GLA website link to the county subdivision standards.
PR020606.4	*Denise/Alyssa/Laura:* Send confirmation of variance disapproval to R. Wallace
PR020606.5	*Alyssa*: Add new subdivision requirements to project applications

PR020606.6 *Laura/Alyssa:* Contact Ragnow re: application **Done**. (Note: Ragnow withdrew application at a later date).

PR020606.7 *Laura/Alyssa:* Contact Grey's re: mobile home application. **Done**.

PR020606.8 *Alyssa:* Incorporate new policy into project applications re: no expediting process *for subdivision and variance applications*. **Done.**

PR020606.9 *Laura/Alyssa:* Contact Craig Newhouse re: variance process. **Done.**

PR020606.10 *Alyssa/Denise:* Letter to neighbors re: Newhouse variance. **Done.**

RDWD020606.1 *James K:* Acquire letter from attorney re: water rights **Done.**

RDWD020606.2 *Board ?* : Resolve water issue with Edwin Johnson.

RDWD020606.3 *Denise:* Forward Ev. Johnston's phone number to JT. **Done.**

RDWD020606.4 *JT:* Present final plan to Board re: speed bumps, signs & locations. **Done.**

RDWD020606.5 *JT:* Present road maintenance expense proposal to Board when bids are received.

RDWD020606.6 *Board:* Determine how to inform landowners re: areas of access to common use land.

LUMP020606.1 *Charlotte & LUMP Committee:* Revise Exhibit B and contact attorney re: legality of options on Exhibit A. **Done.**

LUMP020606.2 *Denise:* Forward 2 attorneys phone numbers to Charlotte. **Done.**

RC020606 *Board:* Consider and bring feedback to next meeting re: constructing a community building on GLA as reviewed by James K.

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

February 6, 2006

1. **Call to Order** (5 mins)
   a. Opening Comments (projected time of meeting 100 mins.)

2. **Reading and Disposition of Minutes** (5 mins.)
   November 7, 2005
   November 12, 2005 - Annual
   January 23, 2006
   Note: All board members will have read minutes and come with changes marked on their copies of previous minutes.

3. **Report of Officers and Committees**

3.1 Treasurer's Report - Ross Fitzgerald (5 mins).

3.1.1 Unfinished Business

a. none

3.1.2 New Business

a. MSU student (for Data Base) - RF
b. Choose Budget Committee for 2007 Budget - JK

3.2 Architecture Subcommittee Report – Allysa Allen (Chair), Laura Boise (20 mins.)

3.2.1 Unfinished Business

a. none

3.2.2 New Business

a. Update- Contact with landowner volunteers for project committee..
b. SG Park County subdivision fire regulations- Letter from Lawyer.
c. Update – Lot 36-A (SG) Subdivision Variance Application/R. Wallace.
d. Update - Review Lot 54-A (NG) Construction/Tina Amereihn
e. Lot 55-D (NG) Home Construction & Garage Application/ Ragnow & Kory, Jr. - LB
f. Vote to eliminate expediting process for Subdivisions and Variances - LB

3.3 Road & Weed Committee Report- James Trisdale (JT) (Chair) (10 mins.)

3.3.1 Unfinished Business

a. Edwin Johnston Water Rights/Fire Pond attorney letter – J K
b. High South Road Usage Signs – Johnston & Ramp – J T

3.3.2 New Business

a. Update- contact with landowner volunteers - JT
b. Speed Bumps & Signs - JT
c. Road maintenance sub-contractor contacts - JT

3.4 Land Use Master Plan Committee Report – Charlotte Mizzi (10 mins.)

3.4.1 Unfinished Business

a. none

3.4.2 New Business.
a. Recommendations average minimum acres - CM
b. Choices for density standard Landowner vote - JK
c. Survey posted on web site? - CM

3.5 Recreation Committee Report – Janet Naclerio (Chair) (10 mins.)
3.5.1 Unfinished Business
a. Status of Phase I and II Committees Reports - JN

3.5.2 New Business
a. Proposal for community building funding - JK
b. Update: contact with landowner volunteers - JN

4. General Business (20 mins.)
4.1 Unfinished Business. None.
a. Code of Ethics - RF
4.2 New Business
a. Community Committee- LB
b. MSU students for legal assistance, accounting, data base, community studies etc.- JK

5. Open Floor Comment Period and Landowner Issues/Concerns (15 mins.- time allowing)

6. Next Meeting: March 6, 2006, 6:45 p.m., at Golden Ratio Cafeteria and Adjournment.

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during "5. Open Floor Comment Period."

2/6/06

02/01/06

Glastonbury Landowner's Association

Budget Variance Report

January 2006

	Jan 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
107. Dwelling 2005	12.50			
108. Dwelling 2006	9,207.37	30,888.00	-21,680.63	29.81%
131. Land 2005	342.50			
132. Land 2006	15,276.18	41,448.00	-26,171.82	36.86%
150. GAV	1,617.00	6,468.00	-4,851.00	25.0%
160. Finance Chrgs Late Accnts	4.07			
161. Penalties Late Accounts	13.20			
Total 100. Assessments	26,472.82	78,804.00	-52,331.18	33.59%
200. Architectural Fees				
201. Application Fee	25.00			
208. IF - Package	425.00			
210. IF - Subdivison	150.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	
Total 200. Architectural Fees	600.00	8,000.04	-7,400.04	7.5%
300. Roads				
301. CUT - Road Paving Loan	0.00	2,200.00	-2,200.00	
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	
Total 300. Roads	0.00	6,200.00	-6,200.00	
500. Interest Earned				
501. Savings Interest	34.43	252.00	-217.57	13.66%
Total 500. Interest Earned	34.43	252.00	-217.57	13.66%
700. Other Income				
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	
Total 700. Other Income	0.00	20,485.00	-20,485.00	
Total Income	27,107.25	113,741.04	-86,633.79	23.83%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	1,000.00	29,450.04	-28,450.04	3.4%
A02. Contractors - Snow Removal	502.04	8,000.00	-7,497.96	6.28%
A05. Equipment Reg & Ins	585.00	1,600.00	-1,015.00	36.56%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	0.00	5,000.00	-5,000.00	
A08. Road Improvement Loan	0.00	30,224.00	-30,224.00	
A11. Miscellaneous	0.00	500.04	-500.04	
Total A00. Roads & Weeds	2,112.04	74,774.08	-72,662.04	2.83%
B00. Architectural				
B06. Miscellaneous	0.00	300.00	-300.00	
B00. Architectural - Other	0.00	4,500.00	-4,500.00	
Total B00. Architectural	0.00	4,800.00	-4,800.00	0.0%

Glastonbury Landowner's Association

Budget Variance Report

January 2006

	Jan 06	Budget	$ Over Budget	% of Budget
D00. Recreation				
D03. PVRC	25.10	2,100.00	-2,074.90	1.2%
D06. Miscellaneous	0.00	100.00	-100.00	
Total D00. Recreation	25.10	2,200.00	-2,174.90	1.14%
E00. Master Plan				
E05. Miscellaneous	0.00	1,000.00	-1,000.00	
Total E00. Master Plan	0.00	1,000.00	-1,000.00	
F00. Website				
F01. Contractors - Dev & Mtce	0.00	500.04	-500.04	
F02. URL/Domain Fee	0.00	252.00	-252.00	
Total F00. Website	0.00	752.04	-752.04	
G00. Liens				
G01. Lien Filing	0.00	500.00	-500.00	
G02. Travel	0.00	150.00	-150.00	
G03. Administration	0.00	500.00	-500.00	
Total G00. Liens	0.00	1,150.00	-1,150.00	
K00. General Operating Expenses				
K01. Contractors - Admin Sec	273.00	4,550.04	-4,277.04	6.0%
K02. Contractors - Bookkeeper	0.00	3,060.00	-3,060.00	
K03. Contractors - Accountant	0.00	105.00	-105.00	
K04. Contractors - Database	39.00	500.04	-461.04	7.8%
K05. Contractors - Attorney	0.00	500.04	-500.04	
K06. Office Supplies	0.00	900.00	-900.00	
K07. Postage and Delivery	328.74	788.00	-459.26	41.72%
K08. Monthly Board Meetings	390.00	3,000.00	-2,610.00	13.0%
K09. Bank Service Charges	0.00	12.50	-12.50	
K11. Rent	260.00	480.00	-220.00	54.17%
K12. Insurance	0.00	4,850.00	-4,850.00	
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	
Total K00. General Operating Expenses	1,366.13	19,415.62	-18,049.49	7.04%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	
M03. Administration	0.00	300.00	-300.00	
M04. Postage and Delivery	0.00	500.00	-500.00	
M05. Refreshments	0.00	300.00	-300.00	
M06. Rent	0.00	75.00	-75.00	
Total M00. Annual Meeting/Elections	0.00	1,675.00	-1,675.00	
Total Expenses/Budget	3,503.27	105,766.74	-102,263.47	3.31%
Total Income/Budget	23,603.98	113,741.04	-90,137.06	20.75%

rec'd 1/30/06

TO: Treasurer of GLA
FROM: Julia Vinci
RE: Assessments

I am remitting the assessment for 2006, as I have done the past four years I have resided here, but with reservations. Each year I find myself more reluctant to do so for the following reasons:

1. The assessment amount has been increased--and will probably continue to be increased--while thousands of dollars are in arrears by non-paying landowners. It is unfair to place the burden of rising costs for the association on the shoulders of those who meet their responsibilities while nothing is done to collect from those who do not do so.

2. As a member in good standing in GLA I feel I have a right to know who has or has not met their financial responsibilities.

3. As a member in good standing in GLA I feel I have a right to know the exact and specific results in elections and surveys. It should be a matter of public record.

4. As a member in good standing I feel I have a right to an annual full financial disclosure in detail. Surely this already exists, as it should in a well-run organization, and can be made available to those who wish to see it, perhaps online if not at the expense of a mailing.

5. Though my perception may be inaccurate, I perceive that the board members do not seek and are not open to input from the membership at large as to resolution of problems. "What one perceives one believes."

6. I choose to be an apolitical non-affiliated citizen who has no connection to any political party or religious institution. As long as the Church Universal and Triumphant is the "Incorporator" of the Glastonbury Landowners Association (CUT) I am unintentionally and unwillingly supporting CUT when I pay my assessment. I want the GLA to be totally divorced from that organization.

7. There exist covenants by which members of GLA are governed. I try to follow them. I want those covenants enforced fairly and consistently by the Board, my "legal representatives," regardless of who has broken them. This is not being done. If this board cannot enforce even one of its covenants then it cannot enforce any of them and is nothing more than a toothless watch dog.

In summary, I want to know what I'm paying for and why I'm expected to.

2/6/06

Glastonbury Landowner's Association

2006 Projected Budget

Amount	Fixed Budget Expenses	Amount	Variable Budget Expenses
42,275.00	**Roads & Weeds**	**33,500.00**	**Roads & Weeds**
1,600.00	Equipment - registration, insurance	20,000.00	Road Maintenance - grading, gravel
30,225.00	Road Improvement Loan - Paved Roads (balance of $210,651.09 due in 2016)	8,000.00	Snow Removal - plowing, sanding
10,450.00	South Glastonbury Roads - Hercules, road maintenance ($10,434.16 due in 2006)	5,000.00	Weed Control - spraying, mowing
		500.00	Miscellaneous - equipment maintenance, administration, legal
		4,500.00	**Architectural**
		4,200.00	Contractors - site inspection, consultation
		300.00	Miscellaneous - administration, legal
		0.00	**Complaints**
		0.00	Contractors - research, mediation
		0.00	Miscellaneous - administration, legal
2,200.00	**Recreation**	**0.00**	**Recreation**
1,400.00	PVRC - NG soccer field liability insurance	0.00	Contractors - research, proposals
800.00	PVRC - NG soccer field electricity	0.00	Paradise Valley Recreation Center (PVRC) - North Glastonbury Soccer Field
		0.00	Miscellaneous - administration, legal
		1,000.00	**Master Plan**
		0.00	Contractors - document development
		1,000.00	Miscellaneous - surveys, mailings, administration, legal
250.00	**Website**	**500.00**	**Webiste**
250.00	Internet Hosting Fee	500.00	Contractors - development, maintenance
		0.00	Miscellaneous - software
75.00	**Elections/Annual Landowner's Mtg**	**1,600.00**	**Elections/Annual Landowner's Meeting**
75.00	Rent - Emigrant Hall	500.00	Contractors - document development, administration
		500.00	Postage - nominations, elections, meeting notice
		300.00	Refreshments - annual landowner's meeting
		300.00	Administration - correspondence, materials, handouts
		0.00	Miscellaneous
		1,150.00	**Lien Filing**
		500.00	Lien Filing - processing fees
		150.00	Travel - County Recorder's Office
		500.00	Administration - correspondence, postage

GLA 02135

Glastonbury Landowner's Association

2006 Projected Budget

Amount	Fixed Budget Expenses	Amount	Variable Budget Expenses
		0.00	**Discounts**
		0.00	Annual Landowner early payment discount
		0.00	**Other Projects**
		0.00	Fire Protection
		0.00	Water Reservoir
5,780.00	**General Operating Expenses**	**13,360.00**	**General Operating Expenses**
105.00	Accountant - annual tax preparation and filing	4,550.00	Administrative Secretary - document maintenance, landowner requests, lien filing, database input, board member support, mail processing
50.00	Banking - account service charges, safe deposit box fee	3,060.00	Bookkeeper - maintenance of financial records, financial reporting, payables and receivables, bank account maintenance, landowner assessment statements
500.00	Rent - monthly Board meetings, GLA file storage	500.00	Database Manager - development, maintenance
4,850.00	Insurance - GLA liability insurance	500.00	Attorney - legal advice, litigation
200.00	Property Taxes - property owned by the GLA	900.00	Office Supplies - letterhead, envelopes, copy paper, labels, file folders, etc.
75.00	Licenses and Permits - Corporate license fee, State Non-Profit Organizaion report	750.00	Postage - stamps, certified/registered mail, etc.
		3,000.00	Monthly Board Meetings - meeting minutes, handouts, refreshments
		100.00	Equipment - maintenance, repairs, rental
50,580.00	**Total Fixed Expenses**	**55,610.00**	**Total Variable Expenses**

$ 106,190.00 - Total Projected Expenses

50,580.00 - Fixed Expenses

55,610.00 - Variable Expenses

$ 113,739.00 - Total Projected Income

8,830.00 - 2005 Balance Forward (Checking)

11,655.00 - 2005 Balance Forward (Savings)

41,448.00 - Land Assessment Fees (less $1,188.00 Sub Div Waivers & $2,772.00 Lien Accounts)

30,888.00 - Dwelling Assessment Fees (less $1,584.00 Lien Accounts)

6,468.00 - GAV Assessment Fees

8,000.00 - Architectural Fees

2,200.00 - C.U.T. Road Loan Interest Payment

4,000.00 - Knap Weed Refund

0.00 - Collections: Past Due Assessments

250.00 - Savings Account Interest

0.00 - Subdivision Waivers

0.00 - Landowners with Liens

$ 7,549.00 - Projected Undistributed Income

$ 7,500.00 - Reserve Funds

GLA 02136

2/6/06
CM (A)

3.5 Residential Areas and Density Schedule (2/1/06) LUMP Cmttee. for GLA Mtg.

	Actual Survey Results as an average		LUMP Recommendation
Neighborhood Area Description and Parcel Numbers	**(I) Maximum # Tracts/Lots per original 20+acre Parcel**	**(N) Average Acres per each Tract/Lot from an original 20+acre Parcel**	**(M) Minimum Acres for each Tract/Lot from an original 20+acre Parcel**
Lower Plateau Area **North**: 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 22, 23, 24, 27, 28, 29, 30, 31, 43, 44, 45, 46, 47, 48, 49, 50, 51	5	4.1 av. acres	3.0 acre
South: 28, 29, 31B, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	5	4.57 av. acres	3.5 acre
Lower Hilly Area **North**: 25, 26, 41, 42, 52, 53, 54, 55, 56	6	2.4 av. acres	2.5 [redacted] acre
South: 21, 22, 23A, 24, 25, 26, 27, 30, 31	5	4.3 av. acres	3.5 acre
Middle Hilly Area **North**: 32, 33, 34, 35, 36, 37, 38, 39, 40, 57, 58, 59, 61, 62	5	3.2 av. acres	3.0 acre
South: 18, 19, 20, 55, 56, 57	4	3.3 av. acres	3.0 acre
Upper Hilly Area **North**: 60, 63, 64, 65, 66, 67, 68, 69, 70	3	6.5 av. acres	4.0 acre
South: 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54,	5	4.0 av. acres	[redacted] acre 3.5
Alpine-Forested Area **South**: 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 97, 98, 99, 100, 101, 103, 104, 105, 106, 107, 108, 109	2	11.5 av. acres	10.0 acre

Any deviation from the density limits set in this "*3.5 Residential Areas and Density Schedule*" must require a variance and go thru the variance process.

No variance will allow for the division of land of a Parcel/Tract/Lot to less than ~~3.0~~ 2.5 acres in North Glastonbury, nor less than 2.5 acres in South Glastonbury, nor less than 4.0 acres in the "Alpine-Forested" area of South Glastonbury.

Only 1 variance process that seeks to reduce the density size requirements for a Tract/Lot or increase the ~~number of Tracts/Lots per Parcel~~ will be allowed per individual land owner of a specific Parcel/Tract/Lot.

2/6/06

(B)

3.5 Residential Areas and Density Schedule (2/6/06) for GLA Mtg. (Laura Boise)

Area Description and Parcel Numbers	From Survey Results for Master Plan Chart: Maximum # Tracts/Lots per original 20+acre Parcel (1)	From Survey Results for Master Plan Chart: Minimum Acres per Tract/Lot (2)	Lump Recommendation: Minimum Rounded out (3)	Absolute Minimum Acreage per Tract/Lot For any Variance Process (4)
Lower Plateau Area				
North: 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 22, 23, 24, 27, 28, 29, 30, 31, 43, 44, 45, 46, 47, 48, 49, 50, 51	5	4.1 acres	4.0	3.0 acres
South: 28, 29, 31B, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	5	4.57 acres	4.0	3.5 acres
Lower Hilly Area				
North: 25, 26, 41, 42, 52, 53, 54, 55, 56	6 or 5	2.4 acres	2.5 or 3	2.4 acres
South: 21, 22, 23A, 24, 25, 26, 27, 30, 31	5	4.3 acres	4.0	3.5 acres
Middle Hilly Area				
North: 32, 33, 34, 35, 36, 37, 38, 39, 40, 57, 58, 59, 61, 62	5	3.2 acres	3.2	3.0 acres
South: 18, 19, 20, 55, 56, 57	4	3.3 acres	3.3	3.0 acres
Upper Hilly Area				
North: 60, 63, 64, 65, 66, 67, 68, 69, 70	3	6.5 acres	6.5	4.0 acres
South: 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54,	5	4.0 acres	4.0	3.5 acres
Alpine-Forested Area				
South: 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 97, 98, 99, 100, 101, 103, 104, 105, 106, 107, 108, 109	2	11.5 acres	10.0	8.0 ac.

Any deviation from the density limits set in this "*3.5 Residential Areas and Density Schedule*" must require a variance and go thru the variance process.

Only one (1) variance process that seeks to reduce the density size requirements for a Tract/Lot will be allowed per individual land owner of a specific Parcel/Tract/Lot.

The essential element of the Variance Process is that it allows neighborhood review and therefore allows at least the opportunity to foster community.

2/6/06

Overall Totals For All of Glastonbury Laura Bossi

All of North and South Glastonbury:	4.86 acre minimum	
All of Both without Alpine Area S:	4.03 " "	
All of Both without A. & Upper Hilly:	3.68	
All of South including Alpine:	5.54	
All of South without Alpine:	4.06	
All of North with Upper Hilly:	4.03	
All of North without Upper Hilly	3.22	
Maximum # of Divisions all South	4.75 (Rounded to 5)	
Maximum # Divisions w/out Alpine:	4.60	(Total 5)
Maximum # Divisions all North:	4.75	(Total 5)
Maximum # Divisions w/out Up. H.	5.34	(Total 5)

The "Average" of both No. and So. was between
4 to 5 divisions per original 20 acre Parcel
And 3.5 to 5.5 Minimum Acres
(with the lowest numbers excluding
ALL upper areas of BOTH Glastonburys)

----- Original Message -----

From: Alyssa Angelis
Sent: Thursday, February 02, 2006 6:47 PM
To: Laura Boise; Denise Orr
Subject: Proxy for Alyssa

Hi Denise and Laura,

I am giving my proxy to Laura for the Monday, Feb 6th meeting.

Thanks!

2-6-06

To the GLA Board:

I hereby give my proxy to Laura Borse.

Joanna Snyder.

2006-03-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 6, 2006

CONFIDENTIAL – DO NOT COPY

1. Call to order and Welcome

The meeting was called to order by James Kozlik at 7:10 p.m., at Golden Ratio Woodworks.

PRESENT: James Kozlik (President), James Trisdale (Vice-President), Janet Naclerio (Secretary), Ross Fitzgerald (Treasurer), Alyssa Angelis Allen, Edward Anderson, Laura Boise, Orlando Johnson and Charlotte Mizzi.

ABSENT: William Smith

PROXIES:

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Landowners: Edwin Johnson, George Larsen, Kathleen Rakela, Connie Fitzgerald and Catherine Bielitz.

Opening Comments:

James K. announced:

- Orlando will initially take the position of "chairman" during Board meetings, as called for in Robert's Rules of Order, and other Board members will then take on this role in future meetings. The chairman keeps the Board on track in terms of covering agenda items without extraneous discussion. Before speaking, a Board member must raise his/her hand and address Orlando as "Mr. Chairman."
- Unfinished business will be reviewed before new business during board meetings.

2. Approval of Agenda for Meeting

a) Submit new items or changes and vote

The Board agreed to use a new agenda (submitted by Orlando) for the meeting, Additions and changes to the agenda were proposed and accepted. .

b) Vote on resultant agenda

UNANIMOUS CONSENT: The Board approved agenda with amendments.

3. Reading and Disposition of Minutes. Tabled.

4. Treasurer's Report - Ross Fitzgerald

Ross distributed: "Budget Variance Report, January through February 2006" and "February 2006 Bank Transactions"

Ross reported that he is in the process of researching the possibility of lowering the interest on the GLA's road loan.

5. Officer's Reports

5.1 Code of Ethics – Ross

Ross e-mailed a revised Code of Ethics to the Board in the week prior to the meeting.

Discussion.

MOTION: Ross motioned and JT seconded to adopt the revised Code of Ethics sent to Board members last week.
Motion carried. (5 approved; 3 opposed (Charlotte, Orlando and ?)

Discussion:
Many points of view were presented concerning the Code of Ethics. Some Board members did not wish to sign the document. There was no insistence that the document be signed by Board members. Laura proposed that that the revised Code of Ethics and the letter from the county attorney re: conflict of interest on Boards could be inserted into the Board Orientation Manual and the Board agreed that this action would be acceptable.

10/5/05 Memo from County Attorney, Tara DePuy re: Conflict of Interest on Park County Boards (received by the GLA on 2/1/06)
James K read the above letter and stressed the importance of upholding the standards described. (This memo had been previously forwarded to all Board members)

5.2 Discussion of Executive Committee Responsibilities
James K. asked the Board to meet outside of the Board meeting to discuss the role of the Executive Board.

6. Committee Reports - UNFINISHED BUSINESS

6.1 Project Review Subcommittee Report – Allysa Allen (Chair), Laura Boise
No unfinished business.

6.2 Road & Weed Committee Report - James Trisdale (JT) (Chair)

a) Edwin Johnson Water Rights/Fire Pond Attorney Letter – JK

- James K. reviewed the surface water letter from our attorney (received by all Board members).
- JT reported that Alan Shaw, from the business office of Church Universal & Triumphant, confirmed that the Church owns all water rights in North and South Glastonbury.
- James K. stated that the GLA will need to go through our attorney whenever it addresses a landowner about a water issue.
- James K. will develop a letter to E. Johnson concerning the resolving of water rights issues and send it to the Board for approval.

b) High South Sign Issues (K. Ramp & Ev. Johnston) – JT
JT is still waiting for responses re: wording for the signs. James K. reported that K. Ramp agreed to put together the wording for her sign; he will e-mail Ev. Johnston and again request his ideas.

6.3 Land Use Master Plan (LUMP) Committee Report – Charlotte Mizzi (Chair)
Charlotte reviewed the 2/24/06 letter from our attorney re: response to her 2/13/06 letter to him re: Master Plan voting options. She reported that the MP Committee continues to meet and it is close to completing a final draft.

6.4 Recreation Committee Report – Janet Naclerio (Chair)
Janet reported that the PVRC Board has had positive experiences, but that there are a number of problems that need to be resolved. The Board asked Janet to communicate to the PVRC that it would like to respond to the PVRC's concerns and that it will need to receive a formal letter from the PVRC (submitted through the GLA Recreation Committee) that expresses *specific* concerns, questions, plans or suggestions regarding the operation of the PVRC Board, Bylaws and the soccer field, etc.

7. Committee Reports – NEW BUISNESS

7.1 Project Review Subcommittee Report – Allysa Allen (Chair), Laura Boise

a. 57-E (NG) Newhouse/ Subdivision.
Alyssa reported that she has received an official variance application from Newhouse and will proceed to process the application.

b. 46-D (SG)/ Emmanuel-Grey/ Mobile Home Placement
Alyssa reviewed.
MOTION: Alyssa motioned and Orlando seconded to approve the Emmanuel-Grey/ Mobile Home Placement on Lot 46-D (SG) on the condition that all permits are acquired and the land is reseeded. **Motion carried.**

c. 54-A (NG) Amereihn/House Modification-Basement Plan
Alyssa reviewed Amereihn's plan to construct a full basement.
MOTION: Alyssa motioned and Ross seconded to approve Tina Amereihn's basement addition to 54-A (NG) with the condition that she is in compliance with her subdivision covenants, and that she indicates this in the new section regarding subdivision covenants on our modified Project Application Form, detailed in these minutes, section 7.1, f-3 below.
Motion carried.

Discussion:

- Alyssa reviewed that although there is a pending situation with the county concerning the placement of Amereihn's home, the landowners of the subdivision and the county will need to determine whether the conditions of the covenants for Amereihn's subdivision are being met.
- Laura reported that Jackie Robinson of the County Commissioners told her it's difficult to interpret county law for subdivisions and that GLA may wish to adopt clearer guidelines of its own.

d. 41-D (SG) /George & Camille Larsen Home Construction
Alyssa reported that the Larsens are the new owners of this parcel and their plans meet GLA criteria for approval.
MOTION: Alyssa motioned and Ross seconded to approve George & Camille Larsen's Home Construction, 41-D (SG), on the condition that all required permits are acquired and the land is reseeded after construction. **Motion carried.**

e. 5-D (NG)/Charlotte Mizzi Sunroom Addition
Alyssa reviewed the application.
MOTION: Alyssa motioned and JT seconded to approve Charlotte Mizzi's sunroom construction on 5-D (NG) on the condition that the electrical permit is obtained and the land is reseeded after construction.
Motion carried. (1 abstention from Charlotte)

Alyssa reviewed that Charlotte's sunroom is prefabricated and assembled on site and that Charlotte, therefore, requested: (1) the waiver of her sanitation bond, and (2) the waiver of her impact fee. Alyssa reviewed examples of how and why the GLA Board has responded to similar requests in the past.
MOTION: JT motioned and Alyssa seconded to waive the sanitation bond fee on Charlotte Mizzi's sunroom construction on 5-D (NG).
Motion carried. (1 abstention from Charlotte)
MOTION: JT motioned and Orlando seconded to lower the impact fee from $100 to $50 on Charlotte Mizzi's sunroom construction on Lot 5-D (NG).
Motion carried. (1 abstention from Charlotte)

f. Review/Discuss the Project Review Committee's Application Process

1. **Timeline for receiving & reviewing applications & placing on agenda.** Alyssa reviewed the process used by the Project Review Committee to initially accept and then review project applications.
   MOTION: Alyssa motioned and Laura seconded to approve the Project Review Committee to accept, at its discretion, any application that is submitted *less* than two weeks before a meeting *on the condition* that the Project Committee has time to properly process the application and there is time to include the application on the agenda for the upcoming meeting.
   AMENDMENT: James K. motioned and JT seconded to add the additional condition to the above conditions: "that there is time to give copies of the application to Board members at the same time the agenda is sent to them."
   Motion and amendment carried.

2. **New Policy re: Applications from "Potential" Landowners**
   Alyssa reviewed that the GLA Board has chosen to not receive or review applications from "potential" landowners in the past. She proposed that

this policy be changed for a number of reasons.
MOTION: Alyssa motioned and JT seconded to accept project applications submitted by "potential" landowners with the condition that the application be co-signed by the original owner. After the GLA reviews such an application, a "conditional" preliminary approval may be given to the project providing the application meets GLA standards. **Motion carried.**

3. **Review Applications from Owners in Subdivisions w/County Covenants**
Alyssa reviewed and requested Board approval on modifications to be made to project applications and GLA approval forms. These modifications addressed the Boards' concerns related to landowners complying to the covenants of their subdivisions, etc.
MOTION: Alyssa motioned and Charlotte seconded to approve the new modifications to the application and approval forms, as follows:
A statement indicating (1) The landowner has read their subdivision covenants; (2) The landowner's project is in compliance with those covenants, and; (3) The landowner has presented his project to his subdivision board or representative. On the GLA Project Approval form issued to landowner applicants, the approval information will indicate that approval is based on the landowner being in compliance with his subdivision covenants.

4. **Interim Policy re: Expediting Projects**
At the February 2006 meeting, the Board voted to eliminate the expediting process for variances and subdivisions. It did not complete its discussion on the possibility of eliminating the expediting process for *all* other applications. Alyssa asked for further clarification concerning how the Board would like to handle all other applications.
MOTION: Alyssa motioned and JT seconded to not expedite any project until the Board is able to vote on the expediting process at the April meeting. **Motion carried.**

5. **Determine Criteria for Approving or Disapproving Variance Applications**
Alyssa reviewed that the Board needed to develop criteria for approving variance applications
UNANIMOUS AGREEMENT: The Board agreed: (1) The Project Review Committee and Master Plan Committee should develop criteria for approving or disapproving variance applications (after neighborhood input has been received) and, (2) This criteria should be presented to the Board for vote at the April meeting.

6. **Update re: Contacting Landowner Volunteers**
Alyssa reviewed that she has made contact with a number of landowners who have volunteered to work with the Project Review Committee.

7.2 Road & Weed Committee Report - James Trisdale (JT) (Chair)

New Guard Rail Damage on Capricorn (NG)
JT and JK reviewed that someone (unnamed, but known to them) recently ran into the Capricorn guard rail and damaged the cable that was placed there to repair the original damage that occurred a couple of years ago. JT reported he has had a lot of difficulty in tracking down cable similar to the cable used in the original repair. The Board requested that JT submit a proposal concerning the repair of the new damage.
Discussion.
MOTION: James K. motioned and Charlotte seconded to approve the GLA to bill the party accountable for the recent damage to the Capricorn guard rail. The bill should cover the specific expense incurred for the new repair. .
Motion carried.

MOTION: Charlotte motioned and Edward seconded to approve two speed limit signs to be installed on Capricorn.
Discussion.
AMENDMENT: James K. motioned and Alyssa seconded to change the above speed limit signs to "dangerous curve" signs as these have been found to be more effective in encouraging drivers to slow down.
Amendment and Motion carried.

7.3 Treasurer
Data Base Update Support
Ross reported that he has contacted the Director of Computer Science at MSU, who will post a job description a student who may want to take on the project of integrating the GLA's two databases. The student (under the Director's supervision) would be offered gas reimbursement, meals and a small stipend.

8. Comment Period for Visiting Landowners. No comments.

9. Review List of Unfinished Business. Tabled.

10. Meeting Adjournment and Next Meeting.
The meeting was adjourned at 9:15 p.m. with no further business.
Next Meeting: April 3, 2006, 6:45 p.m., at Golden Ratio Cafeteria.

NEW ACTION ITEMS

TR030606	*Denise:* Insert the revised Code of Ethics and the letter from the county attorney re: Board Code of Ethics in the Orientation Manual.
GB030606	*Executive Board:* Discuss Executive Committee responsibilities and present proposal to Board.
RDWD030606.1	*James K:* Develop a letter to Edwin Johnson re: water rights and send it to the Board for approval.
RDWD030606 .2	*James K*: Contact Ev. Johnston re: sign verbiage via e-mail
RC030606	*Janet N:* Convey to PVRC that a letter to GLA Board needs to be developed, etc.
PR030606	*Alyssa/Denise:* Develop Craig Newhouse variance letter & mailing.
PR030606	*Alyssa/Denise:* Draft & mail approval to Emmanuel-Grey.
PR030606	*Alyssa/Denise:* Draft & mail approval to Amereihn.
PR030606	*Alyssa/Denise:* Draft & mail approval to Larsen.
PR030606	*Alyssa/Denise:* Draft & mail approval to Mizzi.
PR030606	*Alyssa:* Modify project and approval forms w /subdivision additions approved at 3/6/06 meeting.
PR030606	*Project Review Committee & MP Committee:* Determine criteria for approving or disapproving variances and propose to Board at April meeting..
RDWD030606.3	*JT:* Submit proposal to Board concerning the repair of the new damage to the Capricorn guard rail.
RDWD030606.4	*JT and Ross:* When Board approves guardrail proposal, facilitate repair and bill responsible party for repair cost.
RDWD030606.5	*JT:* Order dangerous curve signs for Capricorn.

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

March 6, 2006

1. **Call to Order**
   a. Opening Comments: committee volunteer update

2. **Reading and Disposition of Minutes**
   November 7, 2005
   November 12, 2005
   January 23, 2006
   February 6, 2006
   Note: All board members will have read minutes and come with changes marked on their copies of previous minutes.

3. **Report of Officers and Committees**

3.1 Treasurer's Report

3.1.1 Unfinished Business

a. none

3.1.2 New Business

a. MSU student (for Data Base) update- RF

3.2 Project Review Subcommittee Report – Alyssa Allen (Chair), Laura Boise

3.2.1 Unfinished Business

a. none

3.2.2 New Business

a. Update re: contacting with landowner volunteers -LB/AA
b. 57-E (NG) Newhouse/ Subdivision - AA
c. 46-D (SG) Emmanuel-Grey/ Mobile Home Placement -AA
d. 54-A (NG) Amerhein/House Modification Plans - AA
e. 41-D (SG) Larsen/Home - AA
f. 5-D (NG) Mizzi Sunroom - AA
g. Review/Discuss the Project Review Committee's Application Process - AA
   - Timeline for receiving & reviewing applications & placing on agenda
   - Applications from "potential" landowners
   - Applications from owners in subdivisions w/county covenants
   - Determine when to deposit monies collected for applications
   - Determine criteria for approving or disapproving variance applications

3.3 Road & Weed Committee Report- James Trisdale (JT) (Chair)

3.3.1 Unfinished Business

a. Edwin Johnson Water Rights/Fire Pond Attorney Letter – J K
b. Update: Everett Johnston & K. Ramp Road Usage Signs – J T

3.3.2 New Business

a. Guard rail repair- JT
b. Discuss billing driver from scene of accident for guard rail repairs

3.4 Land Use Master Plan Committee Report –

3.4.1 Unfinished Business

a. none

3.4.2 New Business.

a. Timeline for Board review of entire Master Plan- JK

3.5 Recreation Committee Report

3.5.1 Unfinished Business

a. none

3.5.2 New Business

a. 2006 goals of GLA Recreation Committee and PVRC Committee- JN

b. Proposed 2006 agenda items- JN

4. General Business

4.1 Unfinished Business.

a. Code of Ethics revision recommendations – RF
DePuy (county attorney) letter "conflict of interest"
Board discussion

b. Discuss proxy issue - RF

4.2 New Business

a. Board discussion concerning executive committee responsibilities

5. Open Floor Comment Period and Landowner issues/concerns 15 mins. (time allowing)

6. Next Meeting: April 3, 2006, 6:45 p.m., at Golden Ratio Cafeteria and Adjournment.

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during the "5. Open Floor Comment Period".

Glastonbury Landowner's Association

2007 Budget Variance Report

January - February 2007

	Jan - Feb 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	40.00			
108. Dwelling 2006	914.95			
109. Dwelling 2007	12,659.94	31,146.96	-18,487.02	40.65%
125. Land Prior to 2000	40.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
131. Land 2005	132.00			
132. Land 2006	1,190.96			
133. Land 2007	23,408.06	48,675.96	-25,267.90	48.09%
150. GAV	1,776.25	7,105.00	-5,328.75	25.0%
160. Finance Chrgs Late Accnts	101.23			
161. Penalties Late Accounts	20.20			
Total 100. Parcel Assessment Fees	40,543.59	86,927.92	-46,384.33	46.64%
200. Project Review Fees				
201. Application Fee	75.00	575.04	-500.04	13.04%
202. IF - House	250.00	750.00	-500.00	33.33%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
205. IF - Well	75.00	300.00	-225.00	25.0%
206. IF - Driveway	0.00	225.00	-225.00	0.0%
207. IF - Septic	0.00	225.00	-225.00	0.0%
208. IF - Package	0.00	1,700.04	-1,700.04	0.0%
210. IF - Subdivison	0.00	750.00	-750.00	0.0%
214. IF - Major Variance	0.00	300.00	-300.00	0.0%
215. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	400.00	5,400.12	-5,000.12	7.41%
300. Roads				
301. CUT - Road Paving Loan	505.95	2,200.00	-1,694.05	23.0%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	3,505.95	3,800.00	-294.05	92.26%
500. Interest Earned				
501. Savings Interest	80.03	300.00	-219.97	26.68%
Total 500. Interest Earned	80.03	300.00	-219.97	26.68%
700. Other Income				
703. Website Reality Listing	15.00			
Total 700. Other Income	15.00			
Total Income	44,544.57	96,428.04	-51,883.47	46.2%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - February 2007

	Jan - Feb 07	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - Other	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	1,100.00	3,200.00	-2,100.00	34.38%
A04. Travel	160.94	200.04	-39.10	80.45%
A05. Equipment Reg & Ins	440.00	1,665.00	-1,225.00	26.43%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A13. Contractors - SG Road Wrk				
A13G. Hercules Road	7,160.00			
Total A13. Contractors - SG Road Wrk	7,160.00			
Total A00. Roads & Weeds	19,832.76	64,000.08	-44,167.32	30.99%
B00. Project Review				
B01. Contractors	0.00	1,299.96	-1,299.96	0.0%
B04. Administration	0.00	275.04	-275.04	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	0.00	1,675.00	-1,675.00	0.0%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	138.75	200.00	-61.25	69.38%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	138.75	300.00	-161.25	46.25%
D00. Recreation				
D03. PVRC	50.20	2,099.96	-2,049.76	2.39%
Total D00. Recreation	50.20	2,099.96	-2,049.76	2.39%
E00. Master Plan				
E03. Administration	1,398.66	999.96	398.70	139.87%
E04. Legal Fees	647.50	800.04	-152.54	80.93%
E05. Miscellaneous	0.00	100.00	-100.00	0.0%
Total E00. Master Plan	2,046.16	1,900.00	146.16	107.69%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - February 2007

	Jan - Feb 07	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	0.00	300.00	-300.00	0.0%
F02. URL/Domain Fee	0.00	99.96	-99.96	0.0%
Total F00. Website	0.00	399.96	-399.96	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	750.00	-750.00	0.0%
Total G00. Liens	0.00	1,000.00	-1,000.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	3,565.02	-3,565.02	0.0%
Total J00. Other Projects	0.00	3,565.02	-3,565.02	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	403.00	4,550.04	-4,147.04	8.86%
K02. Contractors - Bookkeeper	635.45	3,000.00	-2,364.55	21.18%
K03. Contractors - Accountant	0.00	105.00	-105.00	0.0%
K04. Contractors - Database	60.00	750.00	-690.00	8.0%
K05. Contractors - Attorney	647.50	500.00	147.50	129.5%
K06. Office Supplies	84.41	600.00	-515.59	14.07%
K07. Postage and Delivery	453.74	414.96	38.78	109.35%
K08. Monthly Board Meetings	766.41	2,850.00	-2,083.59	26.89%
K09. Bank Service Charges	0.00			
K10. Cash Advance	-65.61			
K11. Rent	40.00	579.96	-539.96	6.9%
K12. Insurance	0.00	6,100.00	-6,100.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.57%
Total K00. General Operating Expenses	3,079.90	19,836.96	-16,757.06	15.53%
M00. Annual Meeting/Elections				
M03. Administration	247.00	889.98	-642.98	27.75%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	80.00			
Total M00. Annual Meeting/Elections	327.00	1,650.98	-1,323.98	19.81%
Total Expenses/Budget	25,474.77	96,427.96	-70,953.19	26.42%
Total Income/Budget	44,544.57	96,428.04	-51,883.47	46.2%

LAW OFFICES
HUPPERT, SWINDLEHURST & WOODRUFF, P.C.

ARNOLD HUPPERT, JR., RETIRED
JOSEPH T. SWINDLEHURST
STEPHEN E. WOODRUFF

420 SOUTH SECOND STREET
POST OFFICE BOX 523
LIVINGSTON, MONTANA 59047

TELEPHONE: 406-222-2023
FACSIMILE: 406-222-7944
Email: joe@hswlegal.com
Email: steve@hswlegal.com

February 23, 2006

Glastonbury Landowners Association
P.O. Box 312
Emigrant, MT 59027

ATT: James Kozlik

RE: Surface Water

Dear James:

I am responding to your inquiry concerning that some of your landowners may be attempting to appropriate surface water in the Glastonbury Subdivision. You explained that this is unacceptable because the water must be reserved for fire purposes.

As you know, the Declaration of Covenants for the Community of Glastonbury prohibits the appropriation or use of surface water without the prior approval of the Association. Although landowners are entitled to appropriate and use subsurface water by drilling wells, they may not develop springs or appropriate surface water without prior approval. §§5.11; 5.12.

Therefore, it would be inappropriate to divert surface water or prevent it from being used to fill the Association's fire ponds. Indeed, if this action resulted in a lack of water to fight a fire, it might impose some responsibility on the part of the party who wrongfully appropriating the water. As you know, the Covenants are enforceable by the Association, and costs and attorney's fees may be assessed against the breaching party.

I hope that this answers your question. Please let me know if I can be of further assistance.

Sincerely,

JOSEPH T. SWINDLEHURST

JTS:hw

Covers

LAW OFFICES
HUPPERT, SWINDLEHURST & WOODRUFF, P.C.

ARNOLD HUPPERT, JR., RETIRED
JOSEPH T. SWINDLEHURST
STEPHEN E. WOODRUFF

420 SOUTH SECOND STREET
POST OFFICE BOX 523
LIVINGSTON, MONTANA 59047

TELEPHONE: 406-222-2023
FACSIMILE: 406-222-7944
Email: joe@hswlegal.com
Email: steve@hswlegal.com

February 23, 2006

Mr. James Kozlik
Glastonbury Landowners Association
P.O. Box 312
Emigrant, MT 59027

RE: Surface Water

Dear James:

Enclosed is a letter to the Association regarding the water rights.

You had discussed getting a "form letter" from me that you could simply mail out to your membership. However, I'm not comfortable with writing "form letters" to be sent to individuals who are not my clients.

I hope you find this letter useful for your purposes.

Sincerely,

JOSEPH T. SWINDLEHURST

JTS:hw
Encl.

2006-04-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 3, 2006

CONFIDENTIAL – DO NOT COPY

1. Call to order and Welcome

The meeting was called to order by James Trisdale at 7:15 p.m., at Golden Ratio Woodworks.

PRESENT: James Trisdale/JT (Vice-President), Janet Naclerio (Secretary), Ross Fitzgerald (Treasurer), Alyssa Angelis Allen, Laura Boise, Orlando Johnson and Charlotte Mizzi.

ABSENT: Edward Anderson,.James Kozlik (President), William Smith

PROXIES:

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Landowners: Kathleen Rakela, Rik Pittendorfer, Per Norell, Roeby Simons, Emily Coleman, Stephen Kovacs, Charlene Murphy, Dan French, Lorene Hull and Charlie Hull.

2. Approval of Agenda for Meeting

2.1 Submission of and vote on changes to Agenda

2.2 Approval of resultant Agenda

UNANIMOUS CONSENT: The Board approved the agenda with amendments.

3. Reading and Disposition of Minutes

3.1 Approval of meeting minutes:

November 7, 2005: Tabled until end of meeting.

These minutes were not reviewed at the end of the meeting.

November 12, 2005: Tabled.

January 9, 2006 Minutes:

UNANIMOUS CONSENT: The Board approved the January 9, 2006 Minutes.

January 23, 2006 Minutes

UNANIMOUS CONSENT: The Board approved the January 23, 2006 Minutes.

February 6, 2006 Minutes

UNANIMOUS CONSENT: The Board approved the February 6, 2006 Minutes with amendments.

March 7, 2006 Minutes

UNANIMOUS CONSENT: The Board approved the March 7, 2006 Minutes with amendments.

4. Treasurer's Report - RF

Ross reviewed the "Budget Variance Report, January through March 2006" and "March 2006 Bank Transactions" – documents e-mailed to the Board

5. Officer Reports

File: MtgMins 04 03 06
Draft: 04 04 06; 0 03 06 - FINAL
Approved: 05 01 06

5.1 Discuss & Vote: Approval of Draft Letter to Edwin and Rona lee Johnson re: Surface Water.
JT reviewed the letter with the Board and a few edits were discussed and agreed upon.
UNANIMOUS AGREEMENT: The Board approved the surface water letter to the Johnson's with amendments.

5.2 Discuss & Vote: Approval of Executive Committee Responsibilities
Executive Board members stated that they believe responsibilities of the Executive Committee include: (1) Submitting recommendations to the Board regarding (a) protocol and practices to improve efficiency of the Board both within and outside of Board meetings; and (b) proposing solutions to difficult or problematic situations facing the Board; (2) Acting as the go-between between Board members and our attorney; and:(3) General oversight of GLA Committees.

Discussion: The Board reviewed and clarified the individual responsibilities of executive officers and the type of responsibilities which require or do not require Board approval or oversight. Ross requested that non-executive Board members determine exactly what responsibilities they would like the Executive Committee to carry. A final vote of approval was not taken regarding responsibilities of the Executive Committee.

5.3 Distribute revised "GLA Board Code of Ethics" and "Montana Code of Ethics for Boards from County Attorney" for Board Orientation Manual.

Ross proposed additions to the Code of Ethics, approved on March 6, 2006.
MOTION: Ross motioned and Charlotte seconded to approve the following additions to the very end of the previously approved "GLA Board Code of Ethics" document: (1) Note: your initials signify that you have read the above "Code of Ethics"; your signature signifies your acceptance of this same document, and (2) Columns entitled "I read" and "I accept" will be listed with blank entry lines below them and to the left of the name of each Board member. Each Board member will be given the document to either initial, sign or both. **Motion carried.**

Denise will insert additions to "GLA Code of Ethics" and will distribute it and "Montana Code of Ethics." to Board members.

6. Unfinished Business
6.1 Project Review Committee. None.

6.2 Road and Weed - JT

6.2.1 Speed Bumps and Attending Signs

JT reported that he has done further research to determine the locations where speed bumps and attendant signs are required in both North and South Glastonbury. He distributed "GLA-Cost of Signs and Speed Bumps" and asked the Board to deliberate on how it wants to handle and budget this need.

6.2.2 Contractor Bids for GLA Road Improvements

JT reported he has worked to receive bids from four contractors and only one has submitted a bid. Based on his follow-up contact with the 3 non-responsive contractors, he has come to the conclusion that these contractors are not interested in taking on small road contracts. .
The Board discussed how it might assist in researching additional bids.

6.2.3 JT resigned form the GLA Board.

6.3 Land Use Master Plan - CM

Charlotte distributed a draft of the letter entitled "Second Draft per Meeting of 3/22/06" to be sent to landowners at the time the Master Plan Draft is mailed to them for voting approval. She asked the Board to send their input concerning the draft to her.

6.4 Recreation – JN Tabled.

7. New Business

7.1 Treasurer – Ross Fitzgerald

Ross reported that Tom Schellenberg, CPA, advised that it was not necessary for the GLA to solicit an audit of its books. He stated that the GLA is welcome to contact him if it should encounter a problem in the future.

7.2 Road and Weed Committee – James Trisdale

7.2.1 Proposal & Vote: Guard rail repairs for North entrance (NG).
JT reported that repair has not taken place.

7.2.2 Proposal & Vote: Invoice to be sent to the individual responsible for guardrail damage - JT & RF. **Tabled.**

7.3 Project Review Committee – Alyssa Angelis

7.3.1 Propose & Discuss Variance Process & Criteria for Board decision-making.

File: MtgMins 04 03 06
Draft: 04 04 06; 0 03 06 - FINAL
Approved: 05 01 06

Alyssa researched and developed a document entitled "Guidelines for the GLA Board When Processing a Variance Request" and distributed it to the Board She reviewed that the 6 guidelines listed in the document are based on county guidelines. Alyssa also reviewed the guidelines in the "Covenants, Section 12, 12.01 Variances, Waivers" which states: "The Association reserves the right to waive or grant variances to any of the provisions of this Declaration, where, in its discretion, it believes the same to be necessary and where the same will not be injurious to the rest of the Community."

7.3.2 Update: 57-E (NG) Newhouse/SubdivisionVariance
Alyssa summarized the pros and cons of accepting this variance request, including those derived from neighborhood feedback. The Board discussed the variance application with five attending landowners who each expressed their concerns regarding the known and potential negative consequences of granting the variance.

MOTION: Ross motioned and Charlotte seconded to vote on either granting approval or disapproval to Craig New house's subdivision variance request for 57-E (NG) at the meeting.
Motion carried. (1 opposed – Janet N.)

Discussion.

MOTION: Charlotte motioned and Ross seconded to *not* approve Craig Newhouse's subdivision variance application for Lot 57-E (NG). Discussion. **Motion carried.**

7.3.3 Update: Pinardo Subdivision (32-A SG) – preliminary approval requirements met.
Alyssa reported that Pinardo has submitted all materials that the GLA requested when granting conditional preliminary approval. Therefore, full preliminary approval is now granted by the GLA.

7.3.4 Parcel 27 (SG) Rakela Driveway Application. Tabled until May meeting.

Parcel 51 (SG) Rakela Subdivision App. – Tabled until May meeting.

7.3.6 Distribute modified project application forms.
Alyssa reported that modifications have been made to project applications, but the changes were not distributed.

7.3.7 Vote re: expediting projects and variance procedure. Tabled until May meeting.

7.4 Recreational Committee. JN. Tabled.

7.5 Community Committee – LB. Tabled.

7.5.1 Vote regarding determining Board Responsibility Concerning Beetle Kill -South Glastonbury. Tabled.

7.5.2 Laura needs to be out of state starting April 5th and hopes to return in time to attend the May 2005 meeting. She will be unable to work on GLA projects while away but will try to check her e-mail.

8. Comment Period for Visiting Landowners. (See 7.3.1)

9. Review List of Unfinished Business. Tabled.

10. Meeting Adjournment and Next Meeting,
The meeting was adjourned at 9:20 p.m. with no further business.
Next Meeting: May 1, 2006, 6:45 p.m., Golden Ratio Cafeteria.

NEW ACTION ITEMS:

OR040306.1	*Denise/James K:* Edit & mail E. Johnson letter.
OR040306.2	*Board:* Determine responsibilities of Executive Board.
OR040306.3	*Denise:* Edit Code of Ethics and distribute it and Montana Board of Ethics to Board.
RDWD040306.1	*Board:* Review "GLA-Cost of Signs and Speed Bumps" and be prepared to discuss issue during the May meeting
RDWD040306.2	*Board:* Determine research of additional bids for road work.
MP040306	*Board:* Review "Second Draft Per Meeting of 3/22/06" (Master Plan) and send feeback to Charlotte.
PR040306	*Alyssa/Denise:* Draft/mail response to C. Newhouse.

File: MtgMins 04 03 06
Draft: 04 04 06; 0 03 06 - FINAL
Approved: 05 01 06

CC040306	*Board:* Review information re: beetle kill (enclosed in Board package for April meeting) and be prepared to vote on Board responsibility at next meeting.

File: MtgMins 04 03 06
Draft: 04 04 06; 0 03 06 - FINAL
Approved: 05 01 06

2006-04-03_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

April 3, 2006

1. **Call to Order**

2. **Approval of Agenda for Meeting**
   - **2.1 Submission of and vote on changes to Agenda**
   - **2.2 Approval of resultant Agenda**

3. **Reading and Disposition of Minutes**
   - **3.1 Approval of meeting minutes:**
     2005: 11/ 7 & 12; 2006: 1/23, 2/6 & 3/6

4. **Treasurer's Report - RF**

5. **Officer Reports**
   - **5.1 Discuss & Vote**: approval of draft letter to Edwin and Ronalee Johnson (re: surface water) - JK
   - **5.2 Discuss & Vote:** approval of Executive Committee responsibilities - JK, JT, JN & RF
   - **5.3 Distribute:** revised GLA Code of Ethics & Montana Code of Ethics for Boards from County Attorney for Board Orientation Manual - DO

6. **Unfinished Business**
   - **6.1 Project Review Committee - AA**
   - **6.2 Road and Weed - JT**
   - **6.3 Land Use Master Plan - CM**
   - **6.4 Recreation - JN**

7. **New Business**
   - **7.1 Treasurer – RF**
   - **7.2 Road and Weed Committee - JT**
     - **7.2.1 Proposal & Vote:** Guard rail repairs for North entrance/NG - JT
     - **7.2.2 Proposal & Vote:** Invoice to be sent to individual responsible for guard rail damage - JT & RF
   - **7.3 Project Review Committee - AA**
     - **7.3.1** Propose & Discuss Variance Process & Criteria for Board decision-making – AA
     - **7.3.2** Update: 57-E (NG) Newhouse/ Subdivision.Variance - AA
     - **7.3.3** Update: Pinardo Subdivision (32-A SG) – preliminary approval requirements met. - AA
     - **7.3.4** Parcel 27 (SG) Rakela Driveway Application - AA
     - **7.3.5** Distribute modified project application forms - AA
   - **7.4 Recreational Committee - JN**
   - **7.5 Community Committee - LB**

8. **Comment Period for Visiting Landowners**
9. **Review List of Unfinished Business.**
10. **Adjourn. Next Meeting: May 1, 2006, 6:45 p.m., Golden Ratio Cafeteria**

Note: *if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.*

03/31/06
Cash Basis

For 4/3/06 Meeting

Glastonbury Landowner's Association

Budget Variance Report

January through March 2006

	Jan - Mar 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
106. Dwelling 2003	-500.00			
107. Dwelling 2005	433.50			
108. Dwelling 2006	13,894.15	30,888.00	-16,993.85	44.98%
131. Land 2005	823.00			
132. Land 2006	23,010.37	41,448.00	-18,437.63	55.52%
150. GAV	1,617.00	6,468.00	-4,851.00	25.0%
160. Finance Chrgs Late Accnts	4.07			
161. Penalties Late Accounts	46.00			
100. Assessments - Other	600.00			
Total 100. Assessments	39,928.09	78,804.00	-38,875.91	50.67%
200. Architectural Fees				
201. Application Fee	125.00			
203. IF - Structures 200/800sf	50.00			
208. IF - Package	425.00			
210. IF - Subdivison	150.00			
214. IF - Major Variance	100.00			
215. IF - Mobile Home Pckg	275.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Architectural Fees	1,125.00	8,000.04	-6,875.04	14.06%
300. Roads				
301. CUT - Road Paving Loan	537.86	2,200.00	-1,662.14	24.45%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
Total 300. Roads	537.86	6,200.00	-5,662.14	8.68%
500. Interest Earned				
501. Savings Interest	79.30	252.00	-172.70	31.47%
Total 500. Interest Earned	79.30	252.00	-172.70	31.47%
700. Other Income				
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	0.00	20,485.00	-20,485.00	0.0%
Total Income	41,670.25	113,741.04	-72,070.79	36.64%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	3,000.00	29,450.04	-26,450.04	10.19%
A02. Contractors - Snow Removal	1,284.54	8,000.00	-6,715.46	16.06%
A05. Equipment Reg & Ins	550.00	1,600.00	-1,050.00	34.38%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	0.00	5,000.00	-5,000.00	0.0%
A08. Road Improvement Loan	7,556.32	30,224.00	-22,667.68	25.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%

Glastonbury Landowner's Association

Budget Variance Report

January through March 2006

	Jan - Mar 06	Budget	$ Over Budget	% of Budget
Total A00. Roads & Weeds	12,415.86	74,774.08	-62,358.22	16.6%
B00. Architectural				
B06. Miscellaneous	0.00	300.00	-300.00	0.0%
B00. Architectural - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Architectural	0.00	4,800.00	-4,800.00	0.0%
D00. Recreation				
D03. PVRC	50.20	2,100.00	-2,049.80	2.39%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	50.20	2,200.00	-2,149.80	2.28%
E00. Master Plan				
E05. Miscellaneous	40.32	1,000.00	-959.68	4.03%
Total E00. Master Plan	40.32	1,000.00	-959.68	4.03%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	500.04	-500.04	0.0%
F02. URL/Domain Fee	0.00	252.00	-252.00	0.0%
Total F00. Website	0.00	752.04	-752.04	0.0%
G00. Liens				
G01. Lien Filing	0.00	500.00	-500.00	0.0%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	0.00	500.00	-500.00	0.0%
Total G00. Liens	0.00	1,150.00	-1,150.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	669.50	4,550.04	-3,880.54	14.71%
K02. Contractors - Bookkeeper	483.80	3,060.00	-2,576.20	15.81%
K03. Contractors - Accountant	90.00	105.00	-15.00	85.71%
K04. Contractors - Database	52.00	500.04	-448.04	10.4%
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%
K06. Office Supplies	115.47	900.00	-784.53	12.83%
K07. Postage and Delivery	328.74	788.00	-459.26	41.72%
K08. Monthly Board Meetings	966.10	3,000.00	-2,033.90	32.2%
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K11. Rent	300.00	480.00	-180.00	62.5%
K12. Insurance	0.00	4,850.00	-4,850.00	0.0%
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	3,136.87	19,415.62	-16,278.75	16.16%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%

Glastonbury Landowner's Association

Budget Variance Report

January through March 2006

	Jan - Mar 06	Budget	$ Over Budget	% of Budget
M03. Administration	0.00	300.00	-300.00	0.0%
M04. Postage and Delivery	0.00	500.00	-500.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,675.00	-1,675.00	0.0%
Total Expenses/Budget	15,643.25	105,766.74	-90,123.49	14.79%
Total Income/Budget	41,670.25	113,741.04	-72,070.79	36.64%

Glastonbury Landowners Association, Inc.

CODE OF ETHICS

Tara DePuy, Civil Attorney for Park County

414 East Callender Street, Livingston, MT 59047
civilattorney@parkcounty.org

MEMO

DATE: October 5, 2005

TO: All Park County Boards

FROM: Tara

RE: Conflict of Interest

The Montana Code of Ethics applies to a member of a quasi-judicial board or a board with rulemaking authority. The Montana Code of Ethics prohibits board members from performing an official act that may directly and substantially affect a board member's private business or an undertaking in which the board member has a substantial financial interest. An official act means a vote, decision, recommendation, approval, disapproval or other action, including inaction, that involves the use of discretionary authority.

At the beginning of each board meeting, there must be a request by the chair for all board members to disclose any conflict of interest they have. If a board member has a conflict of interest, they may not vote on the issue.

An example of a conflict of interest would be a weed board member voting to use a specific type of weed spray that his/her company sells. Another example would be a planning board member voting on subdivision fees if that planning board member is a land developer or plans to develop property he/she owns or has a substantial interest in. If you have a concern regarding whether or not you have a conflict of interest, please feel free to contact me at the above e-mail address.

Thank you.

Glastonbury Landowners Association, Inc.

CODE OF ETHICS

This statement is a guide to ethical conduct for all who participate in the process of planning and deliberation as Glastonbury Landowners Association (GLA) Board Members and decision-makers. It presents a set of principles to be held in common by board members as elected officials, elected by the landowners who comprise the GLA and others who may participate in the process of discussion, debate and planning.

The Board process exists to serve the public interest. While the public interest is a question of continuous debate, both in its general principles and in its case-by-case applications, it requires a conscientiously held view of the policies and actions that best serve the entire community. Section A presents what we hold to be necessary elements in such a view.

Board issues commonly involve a conflict of values and, often, there are private interests at stake. These accentuate the necessity for the highest standards of fairness and honesty among all participants. Section B presents specific standards.

Those who participate on the GLA Board need to adhere to a special set of ethical requirements that must guide all who aspire to fairness and professionalism. These are presented in Section C.

Each Board Member formally agrees to uphold the Code of Ethics. It includes an enforcement procedure that is administered by the Board. The Code, however, provides for more than the minimum threshold of enforceable acceptability. It also sets standards that require conscious striving to attain better practices. The ethical principles derive both from the general values of society and from the Board's special responsibility to serve the public interest. As the basic values of society are often in competition with each other, so do these principles sometimes compete. For example, the need to provide full public information may compete with the need to respect confidences. Plans and programs often result from a balancing among divergent interests. An ethical judgment often also requires a conscientious balancing, based on the facts and context of a particular situation and on the entire set of ethical principles. This statement also aims to inform the public generally. It is also the basis for continuing systematic discussion of the application of its principles that is itself essential behavior to give them daily meaning.

A. The planning and discussion process must continuously pursue and faithfully serve the public interest.

Board members should:

1. Recognize the rights of landowners to participate in planning decisions;
2. Serve to give landowners full, clear and accurate information on planning issues and the opportunity to have a meaningful role in the development of plans and/or programs;
3. Strive to expand choice and opportunity for all persons;
4. Assist in the clarification of community goals, objectives, and policies in plan making;
5. Ensure that reports, records, and any other non-confidential information which is or will be, available to decision makers is made available to the public in a convenient format and sufficiently in advance of any decision;
6. Strive to protect the integrity of the natural environment and the merits of the built environment;
7. Understand the relationship of decisions and the long-range consequences of those actions.

B. Board Members continuously strive to achieve high standards of integrity and proficiency so that public respect for the planning process will be maintained.

Board Members should:

1. Exercise fair, honest and independent judgment in their roles as decision makers and advisors;
2. Make public disclosure of all "personal interest" they may have regarding any decision to be made in the planning process in which they serve, or are requested to serve, as advisor or decision maker.
3. Define "personal interest" broadly to include any actual or potential benefits or advantages that they, a spouse, family member or person living in their household might directly or indirectly obtain from a planning decision;
4. Abstain completely from direct or indirect participation as an advisor or decision maker in any matter in which they have a personal interest, and leave any chamber in which such a matter is under deliberation, unless their personal interest has been made a matter of public record; their employer, it any, has given approval; and the public official , public agency or court with jurisdiction to rule on ethics matters has expressly authorized their participation;
5. Seek no gifts or favors, nor offer any, under circumstances in which it might reasonably be inferred that the gifts or favors were intended or expected to influence a participant's objectivity as an advisor or decision maker in the planning process;
6. Not participate as an advisor or decision maker on any plan or project in which they have previously participated as an advocate;
7. Serve as advocates only when the client's objectives are legal and consistent with the public interest;
8. Not participate as an advocate on any aspect of a plan or program on which they have previously served as advisor or decision maker unless their role as advocate is authorized by applicable law, agency regulation, or ruling of an ethics officer or agency; such participation as an advocate should be allowed only after prior disclosure to, and approval by, their affected client or employer; under no circumstance should such participation commence earlier than one year following termination of the role as advisor or decision maker;
9. Not use confidential information acquired in the course of their duties to further a personal interest;
10. Not disclose confidential information acquired in the course of their duties except when required by law, to prevent a clear violation of law or to prevent substantial injury to third parties; provided that disclosure in the latter two situations may not be made until after verification of the facts and issues involved and consultation with other planning process participants to obtain their separate opinions;
11. Not misrepresent facts or distort information for the purpose of achieving a desired outcome; not participate in any matter unless adequately prepared and sufficiently capacitated to render thorough and diligent service;
12. Respect the rights of all persons;
13. Uphold the Montana Code of Ethics for members of a quasi-judicial board or a board with rulemaking authority. (See attached memo entitled "Conflict of Interest" from Tara DePuy, Civil Attorney for Park County, dated October 5, 2005.)

CODE OF ETHICS

C. Board Members are practicing continuously to pursue improvement in planning competence. They recognize that improving as a Board and as Board Members leads to greater public respect for the Board process and thus serves the public interest.

Board Members should:

1. Strive to achieve high standards of fairness and professionalism, including integrity, knowledge, and development consistent with the Code of Ethics;
2. Not commit a deliberately wrongful act or seek compensation or consideration by stating or implying that they are prepared, willing or able to influence decisions by improper means;
3. Accurately represent the qualifications, views, and findings of colleagues;
4. Treat fairly and comment responsibly on the views of colleagues and members;
5. Share the results of experience and research which contribute to the body of planning knowledge;
6. Examine the applicability of methods and standards to the facts and analysis of each particular situation and not accept the applicability of a customary solution without first establishing its appropriateness to the situation;
7. Systematically and critically analyze ethical issues in the practice of planning.

Date	**I have read the above Code of Ethics. (Please initial below.)**	**I accept the above Code of Ethics. (Please place your signature below.)**
Alyssa Angelis Allen (Board Member)	_____	_____
Edward Anderson (Board Member)	_____	_____
Laura Boise (Board Member)	_____	_____
Ross Fitzgerald (Board Member)	_____	_____
Orlando Johnson (Board Member)	_____	_____
James Kozlik (Board Member)	_____	_____
Charlotte Mizzi (Board Member)	_____	_____
Janet Naclerio (Board Member)	_____	_____
William Smith (Board Member)	_____	_____

Glastonbury Landowners Association, Inc.

CODE OF ETHICS

Date	I have read the above Code of Ethics. (Please initial below.)	I accept the above Code of Ethics. (Please place your signature below.)
Jeanne Campbell (Ombudsman)	_____	_____
Penelope Price (Ombudsman)	_____	_____
Ronda Alexander (Bookeeper)	_____	_____
Denise Orr (Administrative Secretary)	_____	_____
Rudy Parker (Website contractor)	_____	_____

GLA Cost Signs + Speed Bumps

4/3 – Proposed Signs

Speed	30 X 10 – ~~40~~ 54^{60} EA – 115783	= 546^{00}
Speed	20 X 20 – 43^{90} EA – 4BW-17631	= 878^{00}
Speed	15 X 5 – 43^{90} EA – 4BW-17630	= 219^{50}
Speed	10 X 1 – 43^{90} EA – 4BW-17629	= 43^{90}
Stop	25 – 55^{60} EA 24x24 – 4BW-17618	= $1,390^{00}$
↱ Rt Hand	5 – 55^{60} EA – 4BW-42171	= 278^{00}
↰ Lt Hand	5 – 55^{60} EA – 4BW-42170	= 278^{00}
↱	4 – 61^{80} EA – 115783	= 247^{20}
Dead End	5 – 55^{60} EA – 4BW-42184	= 278^{00}

Post	80 SQ IN EA – 8' green – 23^{10} – 4BW-18064	= $1,848^{00}$
Speed Bump Ahead	6 – 26^{50} EA – 4BW-42189 =	$159^{00}
Speed Bump Ahead reflecting	6 – 26^{50} EA – 4BW-42188 =	$159^{00}
Speed Bump	8 – 188^{00} – 4BW-33413 =	$1,504^{00}

Distributed at 4/3/06 MTG

Guidelines for the GLA Board
When Processing a Variance Request

According to our covenants, it is the board's duty to consider a variance and to deliberate before either granting it or not.

Therefore, the purpose of landowner input is to bring to light legitimate reasons why or why not a variance should be granted. It would not be a democratic, voting situation among landowners.

It would be the duty of the board to take the time needed to determine the validity of reasons for or against the variance.

The Variance Committee has come up with the following guidelines for the Board's review process:

1. Is the applicant in some form of hardship due to GLA rules or standards?

2. Is granting the variance harmful in any way to the community or surrounding neighbors?

3. Would granting the variance create any type of precedent that will stimulate other similar variance requests, or obligate the board to approve similar requests in the future?

4. Would granting the variance undermine established rules or standards that serve the community?

5. Is there some benefit to the community by granting the variance?

6. Is there a middle-way, or solution that would serve the highest good for all concerned?

Hypa Distributed at 4/3/06 Meeting

2006-05-01_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 1, 2006

CONFIDENTIAL – DO NOT COPY

1. **Call to Order and Welcome**

The meeting was called to order by James Kozlik at 7:15 p.m., at Golden Ratio Woodworks.
PRESENT: James Kozlik (President), Janet Naclerio (Secretary), , Alyssa Angelis Allen, Edward Anderson, , Orlando Johnson, Charlotte Mizzi
ABSENT: Laura Boise, Ross Fitzgerald (Treasurer), William Smith
PROXIES:
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Kathleen Rakela, Catherine Bielitz, James Healy, Trudie Satterfield, Allen W. Hakes, Neil Kremer, Tim Brockett.

2. **Approval of Agenda for Meeting**

2.1 Submission of and vote on changes to Agenda

2.2 Approval of resultant Agenda

UNANIMOUS CONSENT: The Board approved the agenda with amendments.

The Board confirmed that it would be standard procedure for agendas to list each Committee under the "Committee Reports" sections.

3. **Reading and Disposition of Minutes**

Approval of meeting minutes:

The Board discussed Orlando Johnson's May 1, 2006 confidential memo which he distributed to the Board at the meeting.
MOTION: Charlotte motioned and Edward seconded that to accept Orlando Johnson's recommendation included in his May 1, 2006 memo regarding the format of future meeting minutes, which includes that motions, unanimous consent issues and action items be included in recorded minutes and dialogue be excluded.
Motion carried.

UNANIMOUS CONSENT: The Board agreed that specific information reviewed in meetings that would assist Board members in the future could be briefly summarized in an attachment to the minutes and entitled "Summary Notes – Board Use Only."

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Approved: 06 05 06

November 7, 2005 Minutes
MOTION: Charlotte motioned and Alyssa seconded to have Denise delete the dialogue in the November 7, 2005 meeting minutes draft and submit the revised minutes to the Board for approval. **Motion carried.**

November 12, 2005 Annual Meeting Minutes
UNANIMOUS CONSENT: The Board approved the November 12, 2005 meeting minutes with amendments.

April 3, 2006 Meeting Minutes
UNANIMOUS CONSENT: The Board approved the April 3, 2006 meeting minutes with amendments and that the recorded dialogue in the minutes should not be deleted.

4. **Treasurer's Report - Ross Fitzgerald.**
No report. Prior to the meeting, Ross e-mailed the "Budget Variance Report, January through April 2006" and "April 2006 Bank Transactions" to Board members.

Banter Construction Bill
On behalf of Ross, James K. proposed that the GLA pay the total amount due to Banter Construction so that we can save the monthly interest rates and have a immediate understanding of the budget available for roads.
MOTION: James K. motioned and Alyssa seconded to pay the $6,000 balance to Banter Construction. **Motion carried.**

5. **Officers' Reports**
5.1 Discuss & Vote: Approval of Executive Committee responsibilities- JK/JN/RF. **Tabled.**

5.2 Distribute: (1) Revised GLA Code of Ethics, and; (2) Montana Code of Ethics for Boards from County Attorney for Board Orientation Manual – RF/DO
Denise distributed the above documents to Board members.

5.3 Special Business – Select New Vice President.
Charlotte volunteered to take on the position of Vice President.
MOTION: Edward motioned and James K. seconded to approve Charlotte Mizzi to fill the position of Vice President vacated by James Trisdale. **Motion carried.**

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Approved: 06 05 06

5.4 Status of William Smith's position on Board
ACTION ITEM: Charlotte agreed to contact William Smith to inquire if he intends to remain on the Board.

5.5 Replacement of Board Member Vacancies.
ACTION ITEM: The Board agreed to e-mail to Denise the names of proposed candidates to fill Board vacancies; Denise will then 3-mail all proposals back to the Board. The Board also agreed to schedule a special meeting to discuss replacements.

6. Committee Reports and Unfinished Business

6.1 Project Review Committee – Allysa Allen (Chair)

6.1.1 Review & Vote: Variance decision-making criteria/modifications. **Tabled.**

6.1.2 Review & Vote: Expediting process; determine whether to allow expediting on any type of application. **Tabled.**

6.2 Road and Weed

6.2.1 Submit Proposal & Vote: NG guard rail repairs (North entrance).

UNAMIMOUS CONSENT: James K. will repair the existing broken guardrail at the NG north entrance by taking off two sections from the bottom end of the rail and placing them on the damaged section. The cable to be used to repair the damaged section will then be placed on the bottom area where the two sections of the rail were taken. The repair expense will include $500 for labor plus cost of rental equipment.

ACTION ITEM: When James determines the specific expense amount, he will e-mail the Board for final approval. He will also develop and sign a liability waiver and submit it to the GLA.

6.3 Land Use Master Plan – Charlotte Mizzi (Chair). None.

6.4 Recreation – Janet Naclerio (Chair). None.

7. Committee Reports and New Business

7.1 Road and Weed

7.1.1 Select & Vote: New Road and Weed Committee chairperson - JK
James volunteered to help with this committee until a chairperson is selected.

7.1.2 Proposal & Vote: NG & SG grading bid from Lemke Excavation - JK

James reviewed two road grading bids from G. Lemke and JT Excavation. No vote was taken.

7.1.3 Proposal & Vote: Power grader to maintain roadways - JK
James proposed that the Board buy a road power grader instead of paying $20,000/year to outside companies.
ACTION ITEM: James K. will do further research and bring a formal proposal to the Board on June 5 regarding road grading and the power grader.

7.1.4 Proposal & Vote: Invoice to be sent to individual responsible for guard rail damage. **Tabled.**

7.2 Project Review – Alyssa Angelis Allen (Chair)

7.2.1 Parcel 47-A/ NG: Trudie Satterfield/Mobile Home Placement.
Alyssa reported that Trudie is currently in the process of purchasing Parcel 47-A from Mary Knoop and described the special circumstances involved in her application for a second residence. The Board discussed.

MOTION: Alyssa motioned and Charlotte seconded that Trudie Satterfield's application for placing a mobile home on Parcel 47-A go through the variance process before preliminary approval may be given. **Motion carried.**

7.2.2 Parcel 49/ SG: Craig Johnson/ Subdivision.
MOTION: Alyssa motioned and Charlotte seconded to grant "intended preliminary approval" to Craig Johnson's subdivision on Parcel 49/SG based on the condition that the GLA receives and reviews a plat map from a surveyor showing the proposed subdivision. Preliminary approval would be based on the condition that disturbed land be reseeded after construction. **Motion carried.**

7.2.3 Parcel 14: (NG Teaching Center/James Healy)/Proposal to use GLA easement for electrical line installation.
MOTION: Alyssa motioned and Charlotte seconded to approve the use of the GLA easement for the NG Teaching Center electrical line installation on the conditions that all disturbed land be reseeded and that any necessary road closure that would block traffic will be handled in a considerate manner, including the posting of signs to re-direct traffic as needed. **Motion carried.**

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Approved: 06 05 06

Driveway leading to statue on North Glastonbury Teaching Center land:
ACTION ITEM: James Kozlik asked James Healy to submit a project application for the temporary driveway already constructed on NG Teaching Center land. .James Healy agreed to do so.

7.2.4 Parcel 27/ SG: K. Rakela/Subdivision & Driveway.
MOTION: Alyssa motioned and Charlotte seconded to give preliminary approval for Kathleen Rakela's subdivision and driveway for Parcel 27/SG based on the following conditions: (1) Disturbed land be reseeded after construction; (2) If necessary, a culvert be installed for drainage where the proposed driveway enters Arcturus and; (3) The driveway construction will follow GLA Road/Driveway Standards. **Motion carried.**

7.2.5 Parcel 51/ SG: K. Rakela/Subdivision & Well.
MOTION: Alyssa motioned and James K. seconded to give "intended preliminary approval" for Kathleen Rakela's four-lot subdivision of Lot 51/SG with the following conditions: (1) Disturbed land be reseeded after construction, and; (2) An accurate map be provided to the GLA.
Motion carried.

7.2.6 Parcels 56 & 57/SG: Neil Kremer/ Boundary Adjustment.
MOTION: Alyssa motioned and Charlotte seconded to reject Neil's application and recommend that he submit a variance application based on the fact that his proposed lot is smaller than those included in the GLA density standards. **Motion carried.**

7.2.7 Roger Zeman Faxed Letter. Tabled.

7.3 Recreation Committee, Janet Naclerio (Chair)
Janet reported that the Board for the PVRC was losing its enthusiasm and there was a possibility the GLA would need to determine how it will be handling the PVRC responsibilities in the future.

7.4 Community –Laura Boise (Chair) No report.

8. Comment Period for Visiting Landowners

9. Review List of Unfinished Business

File: MtgMins 05 01 06
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Approved: 06 05 06

10. Open Floor Comment Period and Landowner Issues/Concerns.
Tim Brockett presented a "Proposal for Mail Delivery to South Glastonbury." The Board explained that they could not become involved in this project, but encouraged Tim to personally contact SG landowners to solicit their interest. .

11. Meeting Adjournment and Next Meeting. The meeting was adjourned with no further business. Next Meeting: June 5, 2006, 6:45 p.m., at Golden Ratio Cafeteria.

NEW ACTION ITEMS

TR050106	*Ross:* Pay $6,000 balance to Banter Construction
SBS050106	*Denise/Janet:* Inform B of R regarding Board changes.
SB050106	*Charlotte:* Contact W. Smith.
SB050106	*Denise:* Solicit Board replacement suggestions from Board members.
SB050106	*Board:* Arrange special meeting to vote on replacement Board members.
RDWD050106	*James K:* E-mail guardrail repair expense proposal to Board for final approval.
RDWD050106	*James K:* Develop & sign a liability waiver and submit it to the GLA.
RDWD050106	*James K.* Research & bring formal proposal to the Board to June 5 meeting regarding road grading and the power grader.
PR050106	*Alyssa:* Follow up w/Trudie Satterfield variance.
PR050106	*Denise/Alyssa:* Send Craig Johnson response re: subdivision.
PR050106	*Denise/Alyssa:* Send NGTC easement approval.
PR050106	*Denise/Alyssa:* Follow up w. Healy re: submitting NGTC driveway application.
PR050106	*Denise/Alyssa:* Send approval to Rakela re: Parcel 27/ SG subdivision.
PR050106	*Denise/Alyssa:* Send intended preliminary approval to Rakela re: Parcel 51/ SG: PR050106
PR050106	*Alyssa:* Contact N. Kremer re: boundary adjustment application.

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Draft: 05 03 06; 06 08 06- FINAL
Approved: 06 05 06

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

May 1, 2006

1. **Call to Order and Welcome**

2. **Approval of Agenda for Meeting**
   - **2.1 Submission of and vote on changes to Agenda**
   - **2.2 Approval of resultant Agenda**

3. **Reading and Disposition of Minutes**
   Approval of meeting minutes: November 7 &12, 2006, and; April 3, 2006.
   Note: All board members will have read minutes and come with changes marked on their copies of previous minutes.

4. **Treasurer's Report -RF**

5. **Officers' Reports**
   5.1 Discuss & Vote: Approval of Executive Committee responsibilities-JK/JN/RF
   5.2 Distribute: (1) Revised GLA Code of Ethics, and; (2) Montana Code of Ethics for Boards from County Attorney for Board Orientation Manual – RF/DO

6. **Committee Reports and Unfinished Business**
   6.1 Project Review - AA
      6.1.1 Review & Vote: Variance decision-making criteria/modifications
      6.1.2 Review & Vote: Expediting process; determine whether to allow expediting on any type of application.

   6.2 Road and Weed
      6 .2.1 Submit Proposal & Vote: NG guard rail repairs (North entrance)-JK

   6.3 Land Use Master Plan – CM

   6.4 Recreation - JN

7. **Committee Reports and New Business**
   7.1 Treasurer - RF

   7.2 Road and Weed
      7.2.1 Select & Vote: New Road and Weed Committee chairperson - JK
      7.2.2 Proposal & Vote: NG & SG grading bid from Lemke Excavation - JK
      7.2.3 Proposal & Vote: Power grader to maintain roadways - JK
      7.2.4 Proposal & Vote: Invoice to be sent to individual responsible for guard rail damage - RF

   7.3 Project Review - AAA
      7.3.1 Parcel 47A/ NG: New Owner Trudie Satterfield/Mobile home placement
      7.3.2 Parcel 49/ SG: Craig Johnson/ Subdivision.
      7.3.3 Parcel 14/26: (NG Teaching Center/James Healy)/Proposal to use GLA easement for electrical service.
      7.3.4 Parcel 47/ SG: K. Rakela/Subdivision & driveway.

7.3.5 Parcel 51/ SG: K. Rakela/Subdivision & driveway.
7.3.6 Parcel 56 & 57/SG: Neil Kremer/ Boundary Adjustment.
7.3.7 Roger Zeman Faxed Letter

7.4 Recreation -JN

7.5 Community -LB

8. Comment Period for Visiting Landowners

9. Review List of Unfinished Business

10. Adjourn until May 1st, 2006, 6:45 pm Golden Ratio Cafeteria

Note: *if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.*

2006-06-05_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 5, 2006

CONFIDENTIAL – DO NOT COPY

1. Call to order

The meeting was called to order by James Kozlik at 7:10 p.m., at Golden Ratio Woodworks.

PRESENT: James Kozlik (President), Charlotte Mizzi (Vice-President), Janet Naclerio (Secretary), Ross Fitzgerald (Treasurer), Alyssa Angelis Allen, Edward Anderson, Laura Boise, Orlando Johnson and William Smith.

ABSENT:

PROXIES:

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Kathleen Rakela, Trudie Satterfield and Peter Naclerio.

James Kozlik announced that Charlotte would preside over the meeting.

2. Set Meeting Agenda

Orlando presented an alternative agenda. The Board approved the agenda with amendments, including the elimination of agenda item re: Newhouse Variance.

3. Reading and Disposition of Minutes.

November 7, 2005

MOTION: James motioned and Alyssa seconded to approve the November 7, 2005 meeting minutes. **Motion carried.**

May 1, 2006

MOTION: James motioned and Alyssa seconded to approve the May 1, 2006 meeting minutes as amended. **Motion carried.**

4. Report of Officers and Committees

4.1 Treasurer's Report - Ross Fitzgerald

The "May 2006 Bank Transactions" and "Budget Variance Report, January through May 2006" reports were e-mailed to Board members prior to the meeting

Ross reported that a procedure for refunding sanitation bonds was in place. He also reported that he would inform our bank that the GLA will require a second signature for GLA checks in the amount of $700 or more.

5. Officers' Reports

5.1 Code of Ethics – RF

Ross led a discussion with the Board concerning the Code of Ethics including its placement on the GLA website.

MOTION: Janet motioned and James seconded to approve the Code of Ethics as presented. Thereby, a copy of the Code of Ethics will be posted on the GLA Website, given to potential candidates for the GLA Board positions for their review and consideration and also be given to each existing GLA Board member

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Draft: 06 03 06; 07 15 06 -FINAL
Approved: 07 10 06

in their Orientation package. This is a living document; therefore, it can be reviewed by the GLA Board.
Motion carried. (All in favor except 1 opposed – Orlando Johnson)

5.2 Proxy Vote - RF
Ross reviewed a definition of the proxy from Robert's Rules of Order. The Board discussed various problems associated with the use of the proxy.
MOTION: Ross motioned and James seconded to eliminate the use of the proxy vote from regularly scheduled monthly Board meetings.
Motion carried. (1 abstention -Orlando Johnson)

5.3 New Policy re: Authorization of Check Signers
MOTION: Alyssa motioned and Laura seconded to approve the establishment of a new GLA policy, effective June 5, 2006 and into the future: GLA Executive Board members (President, Vice-President, Secretary, and Treasurer) will be automatically authorized as check signers on the GLA's checking account.
Motion carried.

5.4 Policy: Amount of Overdue Assessments to Flag Sending 60-Day Lien Warning Letter.
The amount of the yearly GLA assessments fees increased last year for the first time since 1997. Since assessments may potentially change each year, the Board discussed the need to establish an ongoing policy concerning the amount of overdue assessments that would trigger a lien warning.
MOTION: Janet motioned and Laura seconded to establish the following policy: the amount of overdue assessments that will trigger the 60-day lien warning letter will always be based on the assessment amount established by the GLA for the year in which the assessment are overdue. **Motion carried.**

5.5 Approving Contractor Services – Tabled.

5.6 James Kozlik's Resignation
James announced his resignation from the Board, effective toward the conclusion of the Road and Weed Committee agenda items.

6. Committee Reports - Unfinished Business. None

7. Committee Reports - New Business
7.1 Road and Weed - JK
James reviewed information regarding items 7.1.1 – 7.1.3 below. Discussion.

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7.1.1 Proposal for Tractor purchase with master grader and grass cutter. James proposed and discussed with the Board a proposal to put aside money for the potential investment of road equipment.
MOTION: James motioned and Edward seconded for the GLA to set aside $10,000 in our GLA budget for the Road and Weed Committee to use for the potential purchasing of road equipment that the GLA will own.
Discussion.
Motion carried.

ACTION ITEM: The Road & Weed Committee will conduct the appropriate research to determine if the above investment will be cost effective and present it to the Board.

7.1.2 Proposals for Grading NG and SG: Archie Mann, Gene Lempke and James Trisdale.
James presented the bids of Mann, Lempke and Trisdale.
MOTION: James motioned and William seconded to vote for Archie Mann, Gene Lempke or James Trisdale to be hired to do grading of Glastonbury roads.
Division of the House.
The Board voted to choose Archie Mann to be contracted.
Motion carried. (2 abstentions – Charlotte & James)

MOTION: James motioned and Laura seconded to authorize James to contract Archie Mann at approximately $90-$100/hour --and for an amount not to exceed $12,000 -- to grade GLA roads. **Motion carried.**

ACTION ITEM: James agreed to send a subcontractor agreement to Alyssa to scan for revision.

ACTION ITEM: Charlotte agreed to work with James to implement Archie Mann's contract.

7.1.3 Proposal for sealing cracks in pavement from Andrew Jennings
MOTION: Alyssa motioned and Laura seconded to spend $15,000 to seal the cracks in GLA roads. **Motion carried.**

7.1.4 Proposal & Vote: Bill to be sent for guard rail damage. **Tabled.**

7.1.5 Vehicle Insurance. Tabled.

7.1.6 Road Budget. Tabled.

File: MtgMins 06 05 06
Draft: 06 03 06; 07 15 06 -FINAL
Approved: 07 10 06

Snow Plowing
ACTION ITEM: Contact JT regarding next winter's snow plowing in South Glastonbury. (James Kozlik reported JT stated he was willing to do this)

7.2 Project Review - AAA

7.2.1 41-B (SG) Aza Ziegler - House, well, driveway and septic.
Alyssa reviewed the application and the Board discussed.
MOTION: Alyssa motioned and Ross seconded to approved Aza Ziegler's house, well, driveway, septic application for Lot 41-B with the following conditions: (1) Assessment fees are made current and project impact fee & sanitation bond is paid as follows: Annual Assessment for Lots 41 B & C: $132 + $132; Project Impact Fee: $425; refundable Sanitation Bond: $250; (2) The necessary septic permit is obtained prior to septic system construction; (3) The plumbing permit is obtained prior to plumbing system construction; (4) The disturbed land be reseeded after construction, and; (5) The project is in compliance with all subdivision covenants. **Motion carried.**

7.2.2 42-A (SG) Michelle Holland - House, driveway, septic
Alyssa reviewed the application and the Board discussed.
MOTION: Alyssa motioned and James seconded to approve Michelle Holland's house, driveway, septic application on Lot 42-A (SG) with the following conditions: (1) DEQ approval must be obtained for a second home; (2) The necessary septic permit is obtained prior to septic system construction; (3) The necessary electrical permit is obtained prior to electrical work starting; (4) The plumbing permit is obtained prior to plumbing system construction; (5) The disturbed land be reseeded after construction, and; (6)The project is in compliance with all subdivision covenants. **Motion carried.**

7.2.3 47-A (NG) Trudie Satterfield - Mobile home placement
Alyssa reported that extensive research revealed that the GLA, at this point in time, does not have the authority to regulate the number of homes on a lot. Therefore, the requirement that Trudie "go through the variance process before preliminary approval may be given" (included in the Board's motion on May 1, 2006 meeting minutes) would need to be retracted.
Discussion.
MOTION: Alyssa motioned and William Smith seconded to retract the Board's prior motion of May 1, 2006 and approve Trudie Satterfield's mobile home placement on Lot 47-A (NG) with the following conditions: (1) All GLA setback standards be met; (2) DEQ permits must be acquired; (3) All GLA project fees must be covered and a payment plan be worked out with GLA if

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necessary; (4) Trudie's assessment fees must be current, and; (5) Disturbed land be reseeded after construction.
Discussion.
Motion carried.

7.2.4 54-C (NG) Andy Kory - House, driveway and septic.
Alyssa reported that Andy Kory was in the process of becoming the owner of Lot 54-C and the existing owner, William Smith, had co-signed the application as required by the GLA.
MOTION: Alyssa motioned and Ross seconded to approved Andy Kory's/William Smith's house, driveway, septic application for Lot 54-C (NG) with the following conditions; (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to electrical work starting; (3) The plumbing permit is obtained prior to plumbing system construction; (4) The disturbed land be reseeded after construction; (5) GLA assessments are current at the sale closing, and; (6) The project is in compliance with all subdivision covenants.
Motion carried. (1 abstention – William Smith)

7.2.5 Roger Zeman Faxed Letter/April 24, 2006
Alyssa reviewed that this letter (which had been received by all Board members) contained Roger's request for the GLA Board to write to Wayne Mansaw requesting that he provide the GLA with documents that describe his property.
Discussion.
MOTION: Laura motioned and Ross seconded that the GLA should send the following response to Roger Zeman's April 24, 2006 faxed letter: "The GLA has no jurisdiction over this legal issue and cannot carry out your request."
Motion carried.

7.2.6 Guidelines for the GLA Board re: Variance Criteria
Alyssa reviewed the need for the Board to agree upon variance criteria.
MOTION: Alyssa motioned and Laura seconded to approve the "Guidelines for the Board When Processing a Variance Request" document to be used while reviewing variances. This document is subject to change after the Master Plan is approved and put into place by the vote of Glastonbury landowners. **Motion carried.**

7.2.7 54-D (NG) Andrew & Janette Barnes/William Smith -House, driveway and septic.
MOTION: Alyssa motioned and Ross seconded to approve Andrew & Janette Barnes/William Smith's house, driveway and septic system with the following

conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to electrical work starting; (3) The plumbing permit is obtained prior to plumbing system construction; (4) The disturbed land be reseeded after construction; (5) The GLA assessments are current.at the sale closing, and; (6) The project is in compliance with all subdivision covenants.
Motion carried. (1 abstention – William Smith)

7.2.8 Lot 38-D (NG), James and Susan Gough -Garage Application.
Charlotte reviewed.
MOTION: Alyssa motioned and Ross seconded to approve James and Susan Gough's application for a garage on Parcel 38-D (NG) with the conditions that (1) GLA setback standards are met; (2) Proper electrical permit is obtained, and; (3) Land is reseeded after construction. Motion carried.

7.5 Elections - Discuss preparation/planning process for annual meeting/elections. Tabled.

8. Comment Period for Visiting Landowners. Tabled.

9. Review List of Unfinished Business. Tabled.

10. Meeting Adjournment and Next Meeting.
The meeting was adjourned at 10:04 p.m. and tabled remaining agenda items not covered. Next Meeting: July 10, 2006, 6:45 p.m., at Golden Ratio Cafeteria.

NEW ACTION ITEMS

OR060506.1 *Denise:* Revise Code of Ethic and prepare for Board and website. **Done.**

OP060506.2 *Denise:* Insert new proxy policy into Board Orientation Packet information.and other documents as appropriate.

OP060506 .3 *Denise:* Insert new policy re: authorization of check signers into Board Orientation Packet information.and other documents as appropriate.

OP060506.4 *Denise:* Insert new policy re: Policy: Amount of Overdue Assessments to Flag Sending 60-Day Lien Warning Letter.into Lien Policy Procedures.

RDWD060506 1 *Treasurer/Budget Committee:* Set aside $10,000 in our GLA budget for the Road and Weed Committee to use for the potential purchasing of road equipment that the GLA will own.

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RDWD060506.2 *Road/Weed Committee:* Research potential purchasing of road equipment w/$10,000 budget and present findings to the Board; determine if the investment will be cost effective

RDWD060506.3 *James K:* Send a subcontractor agreement form - to be adjusted for GLA use - to Alyssa to scan. (Revised contract to be approved by Board per prior Board agreement.)

RDWD060506.4 *James/Charlotte:* Contact Archie Mann with contract per authorized stipulations.

RDWD060506.5 *James/Charlotte:* Contact Andrew Jennings with contract per authorized stipluations.

RDWD060506 .6 *Road/Weed Committee:* Contact JT regarding winter snow plowing in S.Glastonbury.

PR060506.1-7 *Alyssa/Denise:* Draft and send project approvals or responses to: Aza Ziegler, Michelle Holland, Trudie Satterfield, Andy Kory, Roger Zeman, Barnes and Gough. **Done.**

PR060506.8 *Alyssa:* Incorporate approved variance criteria into appropriate documents, etc.

File: MtgMins 06 05 06
Draft: 06 03 06; 07 15 06 -FINAL
Approved: 07 10 06

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

June 5, 2006

1. **Call to Order and Welcome**

2. **Approval of Agenda for Meeting**
   - **2.1 Submission of and vote on changes to Agenda**
   - **2.2 Approval of resultant Agenda**

3. **Reading and Disposition of Minutes**
   Approval of meeting minutes: November 7, 2005; May 1, 2006
   Note: All board members will have read minutes and come with changes marked on their copies of previous minutes.

4. **Treasurer's Report -RF**

5. **Officers' Reports**
   - **5.1 Code of Ethics – RF**
   - **5.2 Proxy Vote - RF**

6. **Committee Reports - Unfinished Business**
   - **6.1 Road and Weed - JK**
   - **6.2 Project Review - AA**
   - **6.3 Land Use Master Plan – CM**
   - **6.4 Recreation - JN**
   - **6.5 Community - LB**

7. **Committee Reports - New Business**
   - **7.1 Road and Weed - JK**
     - **7.2.1 Proposal for Tractor purchase with master grader and grass cutter**
     - **7.2.2 Proposal for Grading NG and SG from Archie Mann**
     - **7.2.3 Proposal for sealing cracks in pavement from Gallatin Asphalt**
     - **7.2.4 Proposal & Vote:** Invoice to be sent to individual responsible for guard rail damage.

   - **7.2 Project Review - AAA**
     - **7.2.1 41-B (SG) Aza Ziegler - House, well, driveway, septic**
     - **7.2.2 42-A (SG) Michelle Holland - House, driveway, septic**
     - **7.2.3 47-A (NG) Trudie Satterfield - Mobile home placement**
     - **7.2.4 54-C (NG) Andy Kory - House, driveway, septic**
     - **7.2.5 Roger Zeman Faxed letter**
     - **7.2.6 57-E (NG) Craig Newhouse - Subdivision Variance**

   - **7.3 Land Use Master Plan - CM**

   - **7.3 Recreation -JN**

   - **7.4 Community -LB**

7.5 Elections - Discuss preparation/planning process for annual meeting/elections

8. Comment Period for Visiting Landowners

9. Review List of Unfinished Business

10. Adjourn until July 10, 2006, 6:45 pm Golden Ratio Cafeteria

Note: *if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.*

Glastonbury Landowner's Association

Budget Variance Report

January through May 2006

for June 5, 2006 Meeting

	Jan - May 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
106. Dwelling 2004	32.00			
107. Dwelling 2005	722.50			
108. Dwelling 2006	17,430.79	30,888.00	-13,457.21	56.43%
130. Land 2004	32.00			
131. Land 2005	1,112.00			
132. Land 2006	28,031.01	41,448.00	-13,416.99	67.63%
150. GAV	3,234.00	6,468.00	-3,234.00	50.0%
160. Finance Chrgs Late Accnts	36.22			
161. Penalties Late Accounts	84.40			
100. Assessments - Other	600.00			
Total 100. Assessments	51,314.92	78,804.00	-27,489.08	65.12%
200. Architectural Fees				
201. Application Fee	275.00			
203. IF - Structures 200/800sf	50.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
208. IF - Package	425.00			
210. IF - Subdivison	600.00			
214. IF - Major Variance	100.00			
215. IF - Mobile Home Pckg	275.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Architectural Fees	1,950.00	8,000.04	-6,050.04	24.38%
300. Roads				
301. CUT - Road Paving Loan	1,050.80	2,200.00	-1,149.20	47.76%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
303. Snowplowing - Landowners	260.00			
Total 300. Roads	1,310.80	6,200.00	-4,889.20	21.14%
500. Interest Earned				
501. Savings Interest	158.97	252.00	-93.03	63.08%
Total 500. Interest Earned	158.97	252.00	-93.03	63.08%
700. Other Income				
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	0.00	20,485.00	-20,485.00	0.0%
Total Income	54,734.69	113,741.04	-59,006.35	48.12%
Expense				
A00. Roads & Weeds				
A01. Contractors - Road Mtce	4,000.00	29,450.04	-25,450.04	13.58%
A02. Contractors - Snow Removal	1,444.54	8,000.00	-6,555.46	18.06%

Glastonbury Landowner's Association

Budget Variance Report

January through May 2006

	Jan - May 06	Budget	$ Over Budget	% of Budget
A04. Travel	61.46			
A05. Equipment Reg & Ins	550.00	1,600.00	-1,050.00	34.38%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	0.00	5,000.00	-5,000.00	0.0%
A08. Road Improvement Loan	15,112.64	30,224.00	-15,111.36	50.0%
A11. Miscellaneous	200.00	500.04	-300.04	40.0%
Total A00. Roads & Weeds	21,393.64	74,774.08	-53,380.44	28.61%
B00. Project Review				
B06. Miscellaneous	250.00	300.00	-50.00	83.33%
B00. Project Review - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Project Review	250.00	4,800.00	-4,550.00	5.21%
D00. Recreation				
D03. PVRC	100.40	2,100.00	-1,999.60	4.78%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	100.40	2,200.00	-2,099.60	4.56%
E00. Master Plan				
E04. Legal Fees	144.40			
E05. Miscellaneous	40.32	1,000.00	-959.68	4.03%
Total E00. Master Plan	184.72	1,000.00	-815.28	18.47%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	500.04	-500.04	0.0%
F02. URL/Domain Fee	0.00	252.00	-252.00	0.0%
Total F00. Website	0.00	752.04	-752.04	0.0%
G00. Liens				
G01. Lien Filing	0.00	500.00	-500.00	0.0%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	7.50	500.00	-492.50	1.5%
Total G00. Liens	7.50	1,150.00	-1,142.50	0.65%
J00. Other Projects				
J02. Water Reservoir	433.10			
Total J00. Other Projects	433.10			
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,073.50	4,550.04	-3,476.54	23.59%
K02. Contractors - Bookkeeper	921.70	3,060.00	-2,138.30	30.12%
K03. Contractors - Accountant	90.00	105.00	-15.00	85.71%
K04. Contractors - Database	160.00	500.04	-340.04	32.0%
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%
K06. Office Supplies	115.47	900.00	-784.53	12.83%
K07. Postage and Delivery	328.74	788.00	-459.26	41.72%
K08. Monthly Board Meetings	1,603.10	3,000.00	-1,396.90	53.44%

Glastonbury Landowner's Association

Budget Variance Report

January through May 2006

	Jan - May 06	Budget	$ Over Budget	% of Budget
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K10. Cash Advance	147.70			
K11. Rent	340.00	480.00	-140.00	70.83%
K12. Insurance	1,341.00	4,850.00	-3,509.00	27.65%
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	6,252.47	19,415.62	-13,163.15	32.2%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%
M03. Administration	0.00	300.00	-300.00	0.0%
M04. Postage and Delivery	0.00	500.00	-500.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,675.00	-1,675.00	0.0%
Total Expenses/Budget	**28,621.83**	**105,766.74**	**-77,144.91**	**27.06%**
Total Income/Budget	**54,734.69**	**113,741.04**	**59,006.35**	**48.12%**

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 10, 2006

CONFIDENTIAL – DO NOT COPY

1. Call to order

The meeting was called to order by Charlotte Mizzi at 7:13 p.m., at Golden Ratio Woodworks.

PRESENT: Charlotte Mizzi (President), Janet Naclerio (Secretary), Ross Fitzgerald (Treasurer), Alyssa Angelis Allen, Edward Anderson, Laura Boise, Orlando Johnson, Neil Kremer, Francis Regan and Catherine Bielitz.

ABSENT: William Smith

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Sandra Irby, William Irby, Pete Naclerio, Jeanne Campbell, Everett Johnston, Carl Anderson, Tim Murphy, Charlene Murphy, Clare Parker, Daniel O'Connell, Dave Boyden and Rich Spallone.

2. Set Agenda

3. Reading and Disposition of Minutes

3.1 Approval of meeting minutes: June 5, 2006

Discussion.

UNANIMOUS CONSENT: The Board approved the June 5, 2006 meeting minutes with amendments.

4. Treasurer's Report -RF

A week prior to the meeting, Ross e-mailed the "June 2006 Bank Transactions" and "Budget Variance Report, January through June 2006" to the Board. Ross briefly reviewed these reports.

MOTION: Janet motioned and Edward seconded to accept the Treasurer's Report. **Motion carried.**

5. Officer's Reports

5.1 Treasurer: Approve policy/procedure re: filing a new lien on parcel with existing GLA lien. RF

Discussion.

MOTION: Alyssa motioned and Ross seconded to approve the procedure of filing a new and separate lien on parcels which already have an existing GLA lien(s). **Motion carried.**

ACTION ITEM: The Board agreed that Denise may inquire at the County Recorders office regarding filing a second lien.

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Draft: 07 09 06; 07 11 06 - FINAL
Approved: 07 10 06

6. Committee Reports - Unfinished Business

6.1 Road and Weed - CM

6.1.1 Archie Mann Contract

ACTION ITEM: Charlotte and William will meet with Archie Mann about fixing recent road work. Richard Mead agreed to accompany them.

6.1.2 Bill to be sent for guard rail damage. Tabled.

6.1.3 Procedure followed for payment of sealing of roads

Discussion.

UNANIMOUS AGREEMENT: The Board agreed that the overall process of hiring and working with road contractors needed to be improved.

MOTION: Janet motioned and Laura seconded that the GLA develop and implement procedures for the Board to follow when expenditures on the roads occurs. Procedures will include:
(1) Requirement that alternate bids be submitted for a project before hiring a contractor;
(2) A written contract, developed by the GLA be given to contractors which will include: a) conditions of payment (i.e. payment in full will be made within 10 days following the completion of the project and after satisfactory results of inspection of the work by two Board members);
b) Insurance and liability information be provided.
Motion carried.

ACTION ITEM: Janet will assist Charlotte and Ross in developing a road contract form and present to the Board for approval.

MOTION: Laura motioned and Ross seconded to have the Board document job descriptions/processes and procedures for all duties carried out by the GLA, including Committee processes/procedures. If possible, Board members will submit this documentation for their Committees/Offices, etc. by the Nov. 11, 2006 annual meeting. **Motion carried.**

ACTION ITEM: Pick up road signs from Laura's home, determine where they need to be posted and post them.

6.2 Land Use Master Plan – CM

6.2.1 Master Plan Mailing – see Agenda Item 7.4

File: MtgMins 07 10 06
Draft: 07 09 06; 07 11 06 - FINAL
Approved: 07 10 06

7. Committee Reports - New Business

7.1 Road and Weed

7.1.1 Discuss additional road work. Tabled.

The Board agreed to temporarily fix the current problems in the roads and then research/determine permanent solutions.

7.1.2 Richard Mead – Glastonbury roads

Richard, one of the original constructors of Glastonbury Roads, was invited to the meeting by Charlotte for the purpose of offering his advice concerning the ongoing problems with the condition of the GLA roads. (See "Summary Notes–Board Use Only.")

7.1.3 Discuss GLA road budget. Tabled.

ACTION ITEM: Place on future agenda: Discuss possibility of charging a special assessment fee for repairing the roads.

7.1.4 Vehicle insurance. Tabled.

7.2 Project Review - AAA

7.2.1 "The Alpine Group" document

Individual landowners from the upper South Glastonbury Alpine area attended the meeting and submitted a one-page document entitled "The Alpine Group," signed by a number of landowners, and discussed contents of the document with the Board. (attached)

7.2.2 Parcels 57 & 56-B (SG)/ Neil Kremer variance

Alyssa and Neil discussed Neil's variance request with the Board and landowners in attendance. Neil offered to table the review of his application until a future meeting.
MOTION: Orlando motioned and Alyssa seconded to table Neil Kremer's variance application re: Parcels 57 and 56-B (SG) until a future meeting. **Motion carried.** (1 - abstention from Neil.)

7.2.3 Parcel 27 (SG)/Kathleen Rakela well application

Alyssa reviewed.
MOTION: Alyssa motioned and Laura seconded to approve Kathleen Rakela's well application on Parcel 27 (SG) with the following conditions: (1) Kathleen provides a well log report as normally required; and (2) The land is reseeded after construction. **Motion carried.**

7.3 Elections Committee -WS

7.3.1 Planning/prep for annual meeting/elections. Tabled.

Daniel O'Connell stated he would be interested in assisting the Elections Committee.

7.4 Land Use Master Plan Committee – CM

Charlotte and MP Committee Members reported that they would meet on July 23 and that the following will take place:

ACTION ITEMS: *(in chronological order)* (1) Sandra Irby to edit Draft Master Plan; (2) Send edited Draft Master Plan to the Board (and post on website?) to review; (3) At Special Board Meeting on August 7, Board will discuss and vote to approve the Draft Master Plan and letter to landowners; (4) After Board approval, MP Committee will ask attorney to review the Draft Master Plan; (5) Inform Board concerning any changes/suggestions attorney may offer and ask for final vote of approval; (6) Mail the approved version of MP to Landowners for vote.

7.5 Recreation Commitee-- JN

Janet reported that there has been a problem with the pump on the soccer field.

ACTION ITEM: Charlotte, as President of the Board, will write a letter of appreciation to the Recreation Committee and send it to Janet for her review.

7.6 Community Committee – LB

Laura reported that she is in the process of creating a process manual for the Community Committee.

8. Comment Period for Visiting Landowners

Landowners offered comments/suggestions/questions during agenda items 7.1.2, 7.21 and 7.2.2 above.

9. Review List of Unfinished Business Carried Forward. Tabled

10. Meeting Adjournment and Next Meeting.

The meeting was adjourned at 9:40 p.m. with no further business. The two scheduled meetings: (1) August 7 - Special Master Plan Review Meeting, and (2) August 14 – Regular Meeting – will start at: 6:45 p.m. at Golden Ratio Cafeteria.

NEW ACTION ITEMS:

TR071006.1 *Denise:* Incorporate into "Lien Procedures" the new policy re: filing a separate lien on landowners who have an existing lien.

TR071006.2 *Denise:* Inquire at the County Recorders office regarding filing a second lien.

RDWD071006.1 *Charlotte, William and Richard Mead:* Meet with Archie Mann about fixing recent road work.

RDWD071006.2 *Janet/Charlotte/Ross:* Assist in development of written road contract and submit to Board for approval

RDWD071006.3 *William:* Facilitate picking up and posting of road signs stored at Laura's home.

RDWD071006.4 *Denise:* Place on future agenda: "Discuss possibility of charging a special assessment fee for repairing the roads." **Done.**

RDWD071006.5 *Alyssa/Denise:* Draft/mail to Neil Kremer written response re: variance application. **Done.**

RDWD071006.6 *Alyssa/Denise:* Draft/mail well application approval to K.Rakela. **Done.**

MP071006.1 *MP Committee:* See 6 Action Items listed under 7.4 of the above minutes.

MP071006.2 *Denise:* E-mail voting parameters to Everett Johnston. **Done.**

RC071006 *Charlotte:* Write a letter of appreciation from GLA President to the Recreation Committee; send to Janet N for review.

File: MtgMins 07 10 06
Draft: 07 09 06; 07 11 06 - FINAL
Approved: 07 10 06

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

July 10, 2006

1. **Call to Order and Welcome**

2. **Set Agenda**

3. **Reading and Disposition of Minutes**
   - **3.1 Approval of meeting minutes: June 5, 2006**

4. **Treasurer's Report -RF**

5. **Officers' Reports**
   - **5.1 Approving Contractor Services - OJ**
   - **5.2 Approve policy/procedure re: filing a new lien on landowner with existing lien**

6. **Committee Reports - Unfinished Business**
   - **6.1 Road and Weed - CM**
     - **6.1.1 Archie Mann Contract**
     - **6.1.2 Bill to be sent for guard rail damage.**
   - **6.2 Land Use Master Plan – CM**
     - **6.2.1 Master Plan mailing**

7. **Committee Reports - New Business**
   - **7.1 Road and Weed - CM**
     - **7.1.1 Discuss additional road work**
     - **7.1.2 Richard Mead – Glastonbury roads**
     - **7.1.3 Discuss GLA road budget**
     - **7.1.4 Vehicle insurance**
   - **7.2 Project Review - AAA**
     - **7.2.1 Parcels 57 & 56-B (SG)/ Neil Kremer variance**
     - **7.2.2 Parcel 27 (SG)/Kathleen Rakela well application**
   - **7.3 Elections -WS**
     - **7.3.1 Planning/prep for annual meeting/elections – WS**
   - **7.4 Land Use Master Plan - CM**
   - **7.5 Recreation -- JN**
   - **7.6 Community – LB**

8. **Comment Period for Visiting Landowners**

9. **Review List of Unfinished Business Carried Forward**

10. **Adjourn until August 14, 2006, 6:45 pm Golden Ratio Cafeteria**

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.

Glastonbury Landowner's Association

Budget Variance Report

January through June 2006

For July 19, 2006 Meeting

	Jan - Jun 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
106. Dwelling 2004	32.00			
107. Dwelling 2005	879.50			
108. Dwelling 2006	18,476.79	30,888.00	-12,411.21	59.82%
130. Land 2004	32.00			
131. Land 2005	1,269.00			
132. Land 2006	29,605.01	41,448.00	-11,842.99	71.43%
150. GAV	3,234.00	6,468.00	-3,234.00	50.0%
160. Finance Chrgs Late Accnts	38.39			
161. Penalties Late Accounts	84.40			
100. Assessments - Other	600.00			
Total 100. Assessments	54,251.09	78,804.00	-24,552.91	68.84%
200. Architectural Fees				
201. Application Fee	425.00			
202. IF - House	500.00			
203. IF - Structures 200/800sf	150.00			
205. IF - Well	150.00			
206. IF - Driveway	225.00			
207. IF - Septic	150.00			
208. IF - Package	850.00			
210. IF - Subdivison	600.00			
214. IF - Major Variance	100.00			
215. IF - Mobile Home Pckg	275.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Architectural Fees	3,425.00	8,000.04	-4,575.04	42.81%
300. Roads				
301. CUT - Road Paving Loan	1,050.80	2,200.00	-1,149.20	47.76%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
303. Snowplowing - Landowners	260.00			
Total 300. Roads	1,310.80	6,200.00	-4,889.20	21.14%
500. Interest Earned				
501. Savings Interest	262.22	252.00	10.22	104.06%
Total 500. Interest Earned	262.22	252.00	10.22	104.06%
700. Other Income				
701. Miscellaneous	6,408.00			
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	6,408.00	20,485.00	-14,077.00	31.28%
Total Income	65,657.11	113,741.04	-48,083.93	57.73%
Expense				
A00. Roads & Weeds				

Glastonbury Landowner's Association

Budget Variance Report

January through June 2006

	Jan - Jun 06	Budget	$ Over Budget	% of Budget
A01. Contractors - Road Mtce	21,300.00	29,450.04	-8,150.04	72.33%
A02. Contractors - Snow Removal	1,444.54	8,000.00	-6,555.46	18.06%
A04. Travel	61.46			
A05. Equipment Reg & Ins	625.00	1,600.00	-975.00	39.06%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	0.00	5,000.00	-5,000.00	0.0%
A08. Road Improvement Loan	15,112.64	30,224.00	-15,111.36	50.0%
A11. Miscellaneous	200.00	500.04	-300.04	40.0%
Total A00. Roads & Weeds	38,768.64	74,774.08	-36,005.44	51.85%
B00. Project Review				
B01. Contractors	570.00			
B06. Miscellaneous	250.00	300.00	-50.00	83.33%
B00. Project Review - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Project Review	820.00	4,800.00	-3,980.00	17.08%
D00. Recreation				
D03. PVRC	139.07	2,100.00	-1,960.93	6.62%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	139.07	2,200.00	-2,060.93	6.32%
E00. Master Plan				
E03. Administration	40.25			
E04. Legal Fees	144.40			
E05. Miscellaneous	40.32	1,000.00	-959.68	4.03%
Total E00. Master Plan	224.97	1,000.00	-775.03	22.5%
F00. Website				
F01. Contractors - Dev & Mtce	81.67	500.04	-418.37	16.33%
F02. URL/Domain Fee	77.10	252.00	-174.90	30.6%
Total F00. Website	158.77	752.04	-593.27	21.11%
G00. Liens				
G01. Lien Filing	26.00	500.00	-474.00	5.2%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	22.50	500.00	-477.50	4.5%
Total G00. Liens	48.50	1,150.00	-1,101.50	4.22%
J00. Other Projects				
J02. Water Reservoir	433.10			
Total J00. Other Projects	433.10			
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,496.00	4,550.04	-3,054.04	32.88%
K02. Contractors - Bookkeeper	1,071.70	3,060.00	-1,988.30	35.02%
K03. Contractors - Accountant	90.00	105.00	-15.00	85.71%
K04. Contractors - Database	160.00	500.04	-340.04	32.0%

Glastonbury Landowner's Association

Budget Variance Report

January through June 2006

	Jan - Jun 06	Budget	$ Over Budget	% of Budget
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%
K06. Office Supplies	115.47	900.00	-784.53	12.83%
K07. Postage and Delivery	328.74	788.00	-459.26	41.72%
K08. Monthly Board Meetings	1,798.10	3,000.00	-1,201.90	59.94%
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K10. Cash Advance	147.70			
K11. Rent	360.00	480.00	-120.00	75.0%
K12. Insurance	1,341.00	4,850.00	-3,509.00	27.65%
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	7,039.97	19,415.62	-12,375.65	36.26%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%
M03. Administration	0.00	300.00	-300.00	0.0%
M04. Postage and Delivery	0.00	500.00	-500.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,675.00	-1,675.00	0.0%
Total Expenses/Budget	**47,633.02**	**105,766.74**	**-58,133.72**	**45.04%**
Total Income/Budget	**65,657.11**	**113,741.04**	**-48,083.93**	**57.73%**

I) THE PRACTICE OF PRESIDENT OR MEETING CONDUCTOR ABSTAINING FROM VOTING AND MOTIONS DURING MEETINGS

Based on the discussion as to whether it was appropriate for Charlotte's vote to be counted at the time she was conducting the June 5, 2006 Special Meeting re: Replacement Board Members.

A)Accepted/Established Board Practices/Procedures

Since my employment with the GLA in March 2002, I was instructed by Board members that it was the practice of the GLA Board for the Board member presiding over the meeting to abstain from voting and developing motions. With each new Board elected (November 2002, 2003, 2004, 2005) this practice has been explained by the President to new Board members. No one elected to the Board since November 2002 has ever corrected or objected to this practice. In fact, Orlando has explained to the Board that if the person presiding over the meeting (generally the President) should desire to speak or vote, he/she would have to relinquish his/her position of presiding over the meeting to another Board member. That individual would then abstain from voting and entering into discussion/motions, etc. Also the presiding Board member could also vote in the event of a tied vote. Board members have been fully educated about thes acceptable meeting practice and they have been strictly followed.

B) Excerpt from December 12, 2005 Meeting Minutes

The excerpt below indicates that the Board has understood that the President or the person presiding over a meeting, does not vote during the meeting. At the December 12 meeting, the Board questioned Orlando if it was acceptable for James Kozlik, as President and acting conductor of the meeting, to vote as a *proxy* for JT. This question was based on the understanding that the individual presiding over the meeting was not allowed to vote – an accepted/established Board practice..

a. *Opening Comments*

Parliamentarian: *The Board approved Orlando Johnson to act as "Parliamentarian" at Board meetings. The Board may choose to consult with the Parliamentarian to determine acceptable meeting practices. James K and Orlando agreed to develop a job description and procedures for this role and e-mail to the Board for review.*

Based on the policy which states the President *****[or whoever is conducting a meeting]*** *does not vote at meetings, the Board discussed whether it would be acceptable for James K. (President) to vote as proxy for JT. Orlando, acting as Parliamentarian, ruled that it was acceptable for James K. to act as President and to also vote as JT's proxy during the December 12th meeting.*

**I have added the bracketed information in this document only for clarification – it actually should have been added to the meeting minutes but none of us caught it.

C) Bylaws: Article VI Board of Directors - Voting

M. Voting. At all meetings of the Board of Directors, each Director is to have one vote.

D) Changing an Established Board Practice/Procedure

Although the Bylaws state that each Director is to have one vote at a meeting, the history of the GLA shows that the President - or whoever is in the position of conducting a meeting - has not voted. This has clearly been an accepted practice that has been followed by the GLA Board since its inception. When a Board member(s) feels an accepted practice/procedure to be changed, it is also the accepted practice to propose the change to the entire Board, discuss it and then vote on whether the Board wishes to make that change or revision. . It is not an established practice for a Board member(s) to simply rule that it is valid to disregard a practice after it has been compromised.

II) ESTABLISHED PROCEDURES FOR ELECTING GLA BOARD OFFICERS

Based on the discussion that Charlotte (Vice President) should automatically be placed in the position of President following James Kozlik's resignation.

A) The Bylaw excerpts below explain that the Board elects its officers.

BYLAWS

Article VII – Officers

A. Number. The officers of the Association shall be: President, Vice President, Secretary and Treasurer, and such other or subordinated officers as the Board of Directors may from time to time **elect. Each officer shall be elected** for one year and hold office until his successor is **elected and qualified**. One person may hold one or more offices provided that their duties are not incompatible, except the President, who shall not hold any other office. All officers except the Secretary must be members of the Board of Directors.

B. Election. The **officers of the Association shall be chosen by the Board of Directors and elected annually** at the first meeting of the Board of Directors following each Annual Meeting of the Members, except as **hereinafter otherwise provided for the filling of vacancies.** Each officer shall hold his office **until his successor has been chosen**, until he resigns or is removed in the manner herein provided.

Note: Examples of this election process to fill Board officer vacancies was followed when Cynthia, Ronda and JT resigned from their officer positions.

B) GLA Board History of Voting for Board Officers

Since 1998, when the GLA Board was formed, it has been a standard practice and procedure for Board members to vote for the officers to the Board. No exceptions to this practice have been made. Each year after annual Board elections, the Board newly elects its officers after deliberation and discussion. In instances where an officer on the Board has resigned his position, the Board has officially elected a replacement. There is no record of an officer having ever gained automatic entry to a Board position.

C) Changing an Established Procedure Cited in the Articles of Incorporation

If there is an assumption or opinion that Charlotte, as Vice President, automatically became President after James resigned from the Board, this assumption or opinion is not based on the Bylaws or the established practices of the GLA Board. If there are certain members on the Board who believe that the election process among Board members is not needed to place a Board member in the position of President, the established procedure would again be to present such a proposal to the Board for discussion and vote.

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 14, 2006

CONFIDENTIAL – DO NOT COPY

1. Call to order

The meeting was called to order by Charlotte Mizzi at 7:07 p.m., at Golden Ratio Woodworks.

PRESENT: Charlotte Mizzi (President), Janet Naclerio (Secretary), Alyssa Angelis Allen, Edward Anderson, Catherine Bielitz, Orlando Johnson, Neil Kremer, Francis Regan and William Smith.

ABSENT: Laura Boise (Vice-President), Ross Fitzgerald (Treasurer)

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary), Landowners: Bob Sones, Ronda and John Alexander.

2. Set Agenda

UNANIMOUS CONSENT: The Board accepted the agenda with amendments.

3. Reading and Disposition of Minutes.

3.1 Approval of meeting minutes: July 10, 2006

MOTION: Neil motioned and William seconded to approve the July 10, 2006 meeting minutes with amendments. Motion carried unanimously.

3.2 Welcome New Board Members – OJ -and- Proposal to Discuss Board Issues

Orlando distributed to the Board a document (untitled/not dated) in which he listed five Board issues about which he is concerned. (see attached). He reviewed the issues and asked the Board to further discuss and review the issues.

Unanimous Agreement: The Board agreed to: 1) Discuss points 2.0 and 4.0 of Orlando's document at the September 11 Board Meeting, and; (2) Discuss points 1.0, 3.0 and 5.0 of Orlando's document at the October 9th Board Meeting.

4. Treasurer's Report –RF (absent)

The Board received the Variance Report from Ross via e-mail; other reports were not received due to transmittal problems. The Board agreed to request Ross to present August reports at the September 11 Board meeting.

ACTION ITEM: Ronda Alexander (GLA Bookkeeper) will e-mail August Treasurer reports not received by the Board due to transmittal problems.

ACTION ITEM: Ross will present August Treasurer' reports at the September meeting.

5. Officers' Reports

5.1 Big Creek Fire: Coordinate volunteer committee to assist property owners in clean-up – CM

The Board discussed how the GLA might help landowners affected by the fire and concluded that forming a committee would not be necessary, but that it could help in other ways. See below.

File: MtgMins 08 14 06
Draft: 08 12 06 - FINAL
Approved: 09 11 06

a) Forest Service Meeting at Spectec and Meeting Invitation
Alyssa reported that the Forest Service will be holding a meeting at Spectec for the purpose of discussing with High South Glastonbury landowners the removal of burnt trees, etc.
MOTION: Alyssa motioned and William seconded to approve the GLA to help in writing and mailing an invitation to landowners and the GLA Board concerning the above Forest Service meeting.
Discussion.
Motion carried unanimously.

b) ACTION ITEM: Include in the above meeting invitation:1) The GLA's motion on salvage logging (below); (2) The GLA website will post findings from the Forest Service's meeting and fire information.

c) Salvage Logging
MOTION: William motioned and Francis seconded to have the GLA approve the salvage logging within the fire affected areas of South Glastonbury.
Discussion.
Motion carried unanimously.

ACTION ITEM: GLA contracts with logging companies should include requirements for logging trucks and dust problems.

d) Place Fire Related Information on GLA Website
UNANIMOUS AGREEMENT: The Board agreed to place the following items on the GLA website (1) The findings of the Forest Service meeting; (2) The GLA's motion on salvage logging; (3) Bob Fry's recommended fire information link(s).

ACTION ITEM: Alyssa will obtain a draft of the invitation from Walter and forward the date and details of the Forest Service meeting to the Denise.

ACTION ITEM: Alyssa will ask Bob Fry for information link(s) to be placed on the GLA website.

ACTION ITEM: Include in future contracts restrictions on logging trucks and remedy dust problems.

5.2 Procedures Project Proposal – JN/ RA (e-mailed from RA-Ronda Alexander)
Janet listed her reasons for endorsing the proposal. Ronda gave a brief overview/introduction to the proposal.
MOTION: Catherine motioned and Orlando seconded to table the review of the proposal until after the "budgeting by purpose" discussion is completed at the September 11 Board meeting. **Motion carried.**
Discussion.

5.3 Determine Voting Procedures for Board Meetings – RF Tabled.

6. Committee Reports - Unfinished Business

6.1 Road and Weed – WS

6.1.1 Bill to be sent for guard rail damage. Tabled.

ACTION ITEM: William to discuss guard rail bill with Ross and James Kozlik.

6.1.2 Archie Mann road work - WS, CM

William reported that the work by Archie Mann and Norm Garwood was done according to GLA instructions and therefore was acceptable.

MOTION: Alyssa motioned and William seconded to pay Archie Mann for the recent road work. **Motion carried.**

UNANIMOUS CONSENT: In the future, the GLA will stipulate that all road work should include water, grading and rolling.

6.1.3 Jennings Chip and Seal Work

Janet questioned if Jennings' work was done properly. Discussion.

ACTION ITEM: William will inspect the Jennings pack and seal work; his inspection will include his determination as to whether the roads were repaired before they were sealed.

6.1.4 Weed Spraying - RF Tabled.

ACTION ITEM: William will call Ross re Ed Schilling weed spraying.

6.1.4 Mowing Sides of GLA Roads - RF

William reported that September is a good time for mowing as weeds will create drifting in winter which in turn creates road problems.

ACTION ITEM: William will work with Neil to facilitate mowing weeds on the sides of GLA roads

7. Committee Reports and New Business

7.1 Road and Weed – WS

7.1.1 Discuss additional road work. Tabled.

7.1.2 Discuss GLA road budget. Tabled.

7.1.2.1 Discuss possible special assessment fee for road repair. Tabled.

7.1.2.2 Vehicle insurance. Tabled.

7.1.3 Review and approve Road Contract Form –JN/CM/RF

The Board generally agreed that contracts should be developed on a case to case basis.

7.1.4 Proposal to Use NG Gravel Pit – WS
William reported that he discussed with Steve Koonz and Mike Atkins a proposal the use of the NG gravel pit; final response from these individuals is pending.

7.1.5 Snow Plowing
Charlotte reported that the GLA snow plow is now parked on her property.

ACTION ITEM: Per William, the GLA must put some control over the type of snow plowing in order to better preserve our roads.

7.2 Project Review - AAA

7.2.1 Review definition of "mudded –in" dwelling – RF Tabled.
ACTION ITEM: Alyssa agreed to write up a motion (to be presented at the September meeting) concerning guidelines determining when GLA should charge assessments on newly built structures.

7.2.2 K. Ramp Easement through Parcel 98 (SG) - WS
William and Alyssa lead a discussion regarding the use of this easement. The Board agreed to table this issue until Alyssa is able to review the GLA file pertaining to it.
ACTION ITEM: Denise will forward K. Ramp road easement information to Alyssa.

7.3. Annual Meeting/Elections: Planning/Prep/Board participation – RA
Ronda Alexander reported that she has been working on documenting the Election Committee preparation procedures; she reviewed upcoming time sensitive election committee responsibilities.

UNANIMOUS AGREEMENT: Ronda will continue to act as the Election Committee coordinator and Charlotte will take on the Committee Chair position. Denise will purchase envelopes, xerox letter contents and provide mailing instructions for the election mailings.

ACTION ITEM: Edward, Catherine, Janet and Charlotte will prepare envelopes and stuff the nomination letter mailing at 10 a.m. on Saturday, August 26.

7.4 Land Use Master Plan - CM

7.4.1 Master Plan Draft & Mailing Update
Charlotte reviewed the status of the editing of the Master Plan.
ACTION ITEM: The Draft Master Plan will be left at the Emigrant General Store on August 18 for Denise to copy and distribute to the Board for review.
ACTION ITEM: The Board agreed to reschedule the cancelled August 21 private Master Plan Meeting to September 1, 2006.

ACTION ITEM: Research the documents that the Church Universal and Triumphant agreed to handle 50% of the expense required to produce the Master Plan.

7.4.1.1 Comments from Neil
Neil reported that he will not be able to attend the Sept. 1 Master Plan Meeting He proposed that the Board seriously consider giving landowners the opportunity to offer their feedback regarding sections of the Draft with which they disagree.

7.5 Recreation – JN Tabled.
7.5.1 Letter of Appreciation to PVRC –CM Tabled.

7.6 Community – LB Tabled.
7.7 2007 Budget Committee - RF,OJ, JN Tabled.

8. Comment Period for Visiting Landowners

9. Review List of Unfinished Business Carried Forward

10. Meeting Adjournment and Next Meeting.
The meeting was adjourned at 9:55 p.m. with no further business. The next two scheduled meetings: (1) September 1 - Master Plan Review (Private Meeting), and (2) September 11 (Regular Meeting) will start at: 6:45 p.m. at Golden Ratio Cafeteria.

NEW ACTION ITEMS:

MN081406.1	*Denise:* Place on Sept 11 agenda: Discuss points 2.0 and 4.0 of Orlando's document **Done.**
MN 081406.2	*Denise:* Place on Oct. 9 agenda: Discuss points 1.0, 3.0 and 5.0 of Orlando's document.
TR081406	*Ross:* Review August Treasurer's Reports at Sept. 11 meeting
OP081406.1	*Ronda:* E-mail Treasurer reports (not received by the Board due to transmittal problems) to the Board. **Done.**
OP081406.2	*Alyssa/Denise/:* Facilitate Spectec meeting mailing information. Include in mailing (1) The GLA's motion on salvage logging ; (2) The GLA website will post findings from the Forest Service's meeting and fire information.
OP081406.3	*Alyssa/Denise/Edward* Place salvage logging and fire information links on GLA website.
OP081406.4	*Alyssa/William:* Include in GLA contracts with logging companies requirements for logging trucks and dust problems.
OP081406 .5	*Denise:* Place on Sept. Agenda: "Review Procedures Proposal" after

the "Budgeting by purpose" discussion is completed. **Done**

RDWD081406.1 *William:* Discuss guard rail bill issue with Ross and James Kozlik.

RDWD081406.2 *Ross:* Pay Archie Mann for the recent road work.

RDWD081406.3 *William:* Incorporate into road contract procedures that road work should include water, grading and rolling.

RDWD081406.4 *William:* Inspect the Jennings pack and seal work; also determine if he repaired roads before the sealing.

RDWD081406.5 *William:* Call Ross re Ed Schilling weed spraying.

RDWD081406.6 *William/ Neil:* Facilitate weed mowing on the sides of GLA roads.

RDWD081406.7 *William:* Insure that the GLA controls the method of snow plowing on GLA roads.

PR081406.1 *Alyssa:* Write up a motion (to be presented at the September meeting) concerning guidelines determining when GLA should charge assessments on newly built structures.

PR081406.2 *Denise:* Forward K. Ramp road easement information to Alyssa. **Done.**

PR081406.3 *William:* Give easement document to Denise to copy for GLA files.

EL081406.1 *Denise:* Xerox nomination letter contents and purchase/prepare materials for mailing. **Done.**

EL081406.2 *Edward/Catherine/Jane/ Charlott/Denise:* Nomination letter mailing August 26. **Done.**

MP081406.1 *Denise:* Pick up Master Plan at EGS on Aug. 18, xerox and distribute to Board. **NA as it was e-mailed by Charlotte.**

MP081406.2 *Denise:* Reschedule Master Plan Meeting to Sept. 1. **Done.**

MP081406.3 *Denise:* Research letter re: Church's agreement to pay 50% Master Plan.Expense.

File: MtgMins 08 14 06
Draft: 08 12 06 - FINAL
Approved: 09 11 06

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 14, 2006

1. **Call to Order and Welcome**

2. **Set Agenda**

3. **Reading and Disposition of Minutes**
   - **3.1 Approval of meeting minutes: July 10, 2006**

4. **Treasurer's Report -RF**

5. **Officers' Reports**
   - **5.1 Big Creek Fire: Coordinate volunteer committee to assist property owners in clean-up – CM**
   - **5.2 Procedures Project Proposal – JN/ RA (e-mailed from RA-Ronda Alexander)**
   - **5.3. Annual meeting/elections: planning/prep/Board participation – RF/RA**
   - **5.4 Determine Voting Procedures for Board Meetings – RF**

6. **Committee Reports - Unfinished Business**
   - **6.1 Road and Weed – WS**
     - **6.1.1 Bill to be sent for guard rail damage.**
     - **6.1.2 Archie Mann road work - WS, CM**
     - **6.1.3 Weed Spraying - RF**
     - **6.1.4 Mowing Sides of GLA Roads - RF**

7. **Committee Reports and New Business**
   - **7.1 Road and Weed – WS**
     - **7.1.1 Discuss additional road work**
     - **7.1.2 Discuss GLA road budget**
       - **7.1.2.1 Discuss possible special assessment fee for road repair**
       - **7.1.2.2 Vehicle insurance**
     - **7.1.3 Review and approve Road Contract Form –JN/CM/RF**
   - **7.2 Project Review - AAA**
     - **7.2.1 Review definition of "mudded –in" dwelling – RF**
   - **7.3 Elections – LB/RA**
   - **7.4 Land Use Master Plan - CM**
     - **7.4.1 Master Plan Draft & Mailing Update**
       - **7.4.1.1 Comments from Neil**
   - **7.5 Recreation -- JN**
     - **7.5.1 Letter of Appreciation to PVRC –CM**
   - **7.6 Community – LB**
   - **7.7 2007 Budget Committee - RF,OJ, JN**

8. **Comment Period for Visiting Landowners**

9. **Review List of Unfinished Business Carried Forward**

10. **Adjourn until September 11, 2006, 6:45 pm Golden Ratio Cafeteria**

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.

Glastonbury Landowner's Association

Budget Variance Report

January through July 2006

	Jan - Jul 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
106. Dwelling 2004	32.00			
107. Dwelling 2005	991.00			
108. Dwelling 2006	20,979.42	30,888.00	-9,908.58	67.92%
130. Land 2004	32.00			
131. Land 2005	1,281.50			
132. Land 2006	32,275.83	41,448.00	-9,172.17	77.87%
150. GAV	4,851.00	6,468.00	-1,617.00	75.0%
160. Finance Chrgs Late Accnts	50.10			
161. Penalties Late Accounts	84.60			
100. Assessments - Other	600.00			
Total 100. Assessments	61,177.45	78,804.00	-17,626.55	77.63%
200. Architectural Fees				
201. Application Fee	425.00			
202. IF - House	500.00			
203. IF - Structures 200/800sf	150.00			
205. IF - Well	150.00			
206. IF - Driveway	225.00			
207. IF - Septic	150.00			
208. IF - Package	850.00			
210. IF - Subdivison	600.00			
214. IF - Major Variance	100.00			
215. IF - Mobile Home Pckg	275.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Architectural Fees	3,425.00	8,000.04	-4,575.04	42.81%
300. Roads				
301. CUT - Road Paving Loan	1,050.80	2,200.00	-1,149.20	47.76%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
303. Snowplowing - Landowners	260.00			
Total 300. Roads	1,310.80	6,200.00	-4,889.20	21.14%
500. Interest Earned				
501. Savings Interest	311.47	252.00	59.47	123.6%
Total 500. Interest Earned	311.47	252.00	59.47	123.6%
700. Other Income				
701. Miscellaneous	6,408.00			
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	6,408.00	20,485.00	-14,077.00	31.28%
Total Income	72,632.72	113,741.04	-41,108.32	63.86%
Expense				
A00. Roads & Weeds				

Glastonbury Landowner's Association

Budget Variance Report

January through July 2006

	Jan - Jul 06	Budget	$ Over Budget	% of Budget
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%
K06. Office Supplies	115.47	900.00	-784.53	12.83%
K07. Postage and Delivery	328.74	788.00	-459.26	41.72%
K08. Monthly Board Meetings	2,266.10	3,000.00	-733.90	75.54%
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K10. Cash Advance	147.70			
K11. Rent	360.00	480.00	-120.00	75.0%
K12. Insurance	7,434.85	4,850.00	2,584.85	153.3%
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	14,208.77	19,415.62	-5,206.85	73.18%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%
M03. Administration	104.00	300.00	-196.00	34.67%
M04. Postage and Delivery	0.00	500.00	-500.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	104.00	1,675.00	-1,571.00	6.21%
Total Expenses/Budget	58,246.58	105,766.74	-47,520.16	55.07%
Total Income/Budget	72,632.72	113,741.04	-41,108.32	63.86%

Glastonbury Landowner's Association

Budget Variance Report

January through July 2006

	Jan - Jul 06	Budget	$ Over Budget	% of Budget
A01. Contractors - Road Mtce	22,300.00	29,450.04	-7,150.04	75.72%
A02. Contractors - Snow Removal	1,444.54	8,000.00	-6,555.46	18.06%
A04. Travel	61.46			
A05. Equipment Reg & Ins	1,152.00	1,600.00	-448.00	72.0%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	0.00	5,000.00	-5,000.00	0.0%
A08. Road Improvement Loan	15,112.64	30,224.00	-15,111.36	50.0%
A11. Miscellaneous	200.00	500.04	-300.04	40.0%
Total A00. Roads & Weeds	40,295.64	74,774.08	-34,478.44	53.89%
B00. Project Review				
B01. Contractors	570.00			
B06. Miscellaneous	250.00	300.00	-50.00	83.33%
B00. Project Review - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Project Review	820.00	4,800.00	-3,980.00	17.08%
D00. Recreation				
D03. PVRC	1,952.83	2,100.00	-147.17	92.99%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	1,952.83	2,200.00	-247.17	88.77%
E00. Master Plan				
E03. Administration	40.25			
E04. Legal Fees	144.40			
E05. Miscellaneous	40.32	1,000.00	-959.68	4.03%
Total E00. Master Plan	224.97	1,000.00	-775.03	22.5%
F00. Website				
F01. Contractors - Dev & Mtce	81.67	500.04	-418.37	16.33%
F02. URL/Domain Fee	77.10	252.00	-174.90	30.6%
Total F00. Website	158.77	752.04	-593.27	21.11%
G00. Liens				
G01. Lien Filing	26.00	500.00	-474.00	5.2%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	22.50	500.00	-477.50	4.5%
Total G00. Liens	48.50	1,150.00	-1,101.50	4.22%
J00. Other Projects				
J02. Water Reservoir	433.10			
Total J00. Other Projects	433.10			
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,938.00	4,550.04	-2,612.04	42.59%
K02. Contractors - Bookkeeper	1,199.15	3,060.00	-1,860.85	39.19%
K03. Contractors - Accountant	90.00	105.00	-15.00	85.71%
K04. Contractors - Database	197.50	500.04	-302.54	39.5%

2006-09-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 11, 2006

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1. Call to order and Welcome

The meeting was called to order by Charlotte Mizzi at 7: p.m., at Golden Ratio Woodworks.

PRESENT: Charlotte Mizzi (President), Laura Boise (Vice-President), Alyssa Angelis Allen, Edward Anderson, Catherine Bielitz, Orlando Johnson, Neil Kremer, Francis Regan

ABSENT: Janet Naclerio (Secretary), Ross Fitzgerald (Treasurer), Neil Kremer, William Smith, Charlene Murphy

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); Guests: Murphy, Laura Ziemer, Sean Murphy, Scott ? ; Landowners: Edwin Johnson, Svend Anderson and James Kozlik.

2. Set Agenda

UNANIMOUS CONSENT: The Board agreed to the agenda with revisions.

3. Reading and Disposition of Minutes

August 14, 2006 Meeting Minutes

UNANIMOUS CONSENT: The Board approved the August 14, 2006 Meeting Minutes as written.

UNANIMOUS CONSENT: The Board approved the August 14, 2006 Private Meeting Minutes as written.

4. Treasurer's Report for August & September

The "Budget Variance Report, January through August 2006" and "August 2006 Bank Transactions" documents were e-mailed to the Board prior to the meeting

UNANIMOUS CONSENT: The Board accepted the above financial reports as written..

5. Officers' Reports

5.1 Fridley Creek Water Rights – Representative from Montana Fish and Wildlife Laura Ziegler and other guests presented potential solutions/proposals concerning Fridley Creek water rights. Laura Ziegler agreed to e-mail a summary of the proposals for Board consideration c/o Denise.

5.2 Determine Voting Procedures for Board Meetings/RE-Tabled

5.3 Discuss #2.0 & 4.0 of "Board Issues Proposal" - OJ

Orlando presented his concerns about these issues. The Board requested that he review his concerns/proposals with the 2007 Budget Committee and that the Committee bring proposals to the Board for consideration.

5.4 Procedures Project Proposal- JN/RA – Tabled.

(To be discussed after 5.3 is completed)

File: MtgMins 09 11 06
Draft: 09 10 06; 10 13 06-FINAL
Approved: 10 09 06

5.5 Code of Ethics Document
Catherine expressed concern about having the Code of Ethics posted on the GLA website. The Board discussed.
MOTION: Catherine motioned and Orlando seconded to remove the Code of Ethics from the GLA website and cease using it pending legal review. **Motion married unanimously.**

6. Committee Reports - Unfinished Business
6.1 Road and Weed – WS. Tabled.
6.1.1 Bill to be sent for guard rail damage – RF/WS. Tabled
6.1.3 Weed Spraying - RF/WS. Tabled.
6.1.4 Mowing Sides of GLA Roads – RF/WS/NK. Tabled.
6.1.5 Jennings Chip and Seal Work – WS. Tabled.
6.1.6 Proposal for Glastonbury Roads, 9/11/06 – Valery O'Connell
Valery reviewed her written proposal that was distributed to the Board.

7. Committee Reports and New Business
7.1 Road and Weed – WS. Tabled.
7.1.1 Discuss additional road work. Table
7.1.2 Discuss GLA road budget. Tabled.
7.1.2.1 Discuss possible special assessment road repair fee. Tabled.
7.1.2.2 Vehicle insurance. Tabled.
7.1.3 Proposal to Use NG Gravel Pit – WS. Tabled.

7.1.4 Proposal to Develop Contact between the GLA Board and Landowners. – James Kozlik
James reviewed his proposal.
ACTION ITEM: James will work with William Smith and Richard Mead to develop a contract in which the GLA will pledge to the landowners to complete road maintenance work by specific dates.

7.2 Project Review - AAA
7.2.1 Review definition of 'mudded in' dwelling RF. Tabled

7.2.2 Motion - Guidelines determining when GLA should charge assessments on newly built structures. AAA. Tabled.

7.2.3 K. Ramp Easement through Parcel 98 (SG) - AAA
Alyssa distributed a handout describing easement details for the road along Golmeyer creek, and the design for a proposed sign to be placed at the gate to this road. The Board discussed.

MOTION: Alyssa motioned and Laura seconded to approve Kathleen's sign with the following changes to the proposed verbiage: (1) the wording

"Community of Glastonbury" and "access to national forest" would not be used, instead it would read: "Glastonbury residents pedestrian access to common use land." The second sentence would read: "Access restricted to Glastonbury residents and accompanied guests." **Motion carried unanimously.**

MOTION: Alyssa motioned and Laura seconded that the GLA submit a written agreement to be signed by Kathleen Ramp stating that the GLA is authorized to allow vehicular traffic on the Golmeyer Creek Easement Road at it's discretion (ie. logging contractors or other special situations). **Motion carried unanimously.**

ACTION ITEM: James Kozlik agreed to check with the Forest Service to determine if Ramp's gate is considered official access to U.S. Forest land.

ACTION ITEM: Laura will call JT to check on the status of the South Glastonbury Fire Pond. She will do this on behalf of Pedro Pinardo and other landowners

7.2.4 and Marion Barker – Requesting Advice re: issues with neighbors
The Board discussed.
ACTION ITEM: Orlando will assist the Barkers; Laura also volunteered to assist them if needed.

7.3 Elections – CM/RA/DO
Denise distributed and reviewed the "Elections & Annual Meeting Preparation Reminders" document, including items 7.31.through 7.3.5 as listed below.

- **7.3.1 Board Candidate Biographies due Sept. 22**
- **7.3.2 Approve Agenda for 2006 Annual Meeting & Elections**
- **7.3.3 Approve 2007 Annual Budget at Oct. 9 Board meeting**
- **7.3.4 First draft of officer/committee chair presentations due Oct. 7 (presentation format handout will be distributed)**
- **7.3.5 Present final draft of above presentations at Nov. 6 Board meeting**

7.4 Land Use Master Plan - CM

- **7.4.1 Master Plan – Re-schedule Special Board Meeting-CM**
- **7.4.2 Research on MP Expense-DO. Tabled.**

7.5 Recreation – JN

- **7.5.1 Letter of Appreciation to PVRC – CM. Tabled..**

File: MtgMins 09 11 06
Draft: 09 10 06; 10 13 06-FINAL
Approved: 10 09 06

7.6 Community – LB. No report.

7.7 2007 Budget Committee – RF, OJ, JN,CM
The Board discussed that the 2007 Budget must be approved at Oct. 9. meeting.
ACTION ITEM: Denise will send September 18 meeting notification to the Budget Committee.

8. Comment Period for Visiting Landowners. No comments

9. Review List of Unfinished Business Carried Forward. Tabled.

10. Adjourn until October 9, 2006, 6:45 pm Golden Ratio Cafeteria

NEW ACTION ITEMS:

OR091106.1. *Laura Ziegler:* E-mail Fridley Creek water rights to Denise.

OR091106.2 *Orlando:* Discuss proposal with Budget Committee and bring to Board for consideration.

OR091106.3 *Edward:* Remove Code of Ethics from website.

OR091106.4 *Charlotte:* Draft letter to attorney re: legality of Code of Ethics and the format of written meeting minutes & send to Janet for review.

RWD091106 *James Kozlik, William Smith:* work on.GLA contract with landowners re: road work. James K. will leave draft at Charlotte home this weekend.

PRAP091106.1 *Alyssa/Denise:* Draft responses to K. Ramp re: sign and written agreement. (Pending per Alyssa)

PRAP091106.2 *James Kozlik:* check with the Forest Service to determine if Ramp's gate is considered official access to U.S. Forest land.

PRAP091106.3 *Laura:* Call JT to check on the status of the South Glastonbury Fire Pond.

EL091106.1 *Board Candidates:* Send bios to Denise – due September 22.

EL091106.2 *Board Officers & Chairs:* Send first draft of officer/committee chair presentations for annual meeting due Oct. 7.

BC091106 *Denise:* Send September 18 mtg notification to Budget Committee.

File: MtgMins 09 11 06
Draft: 09 10 06; 10 13 06-FINAL
Approved: 10 09 06

2006-09-11_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

September 11, 2006

1. Call to order and Welcome
2. Set Agenda
3. Reading and Disposition of August 14, 2006 Meeting Minutes
4. Treasurer's Report for August & September
5. Officers' Reports
    - 5.1 Fridley Creek Water Rights – Representative from Montana Fish and Wildlife
    - 5.2 Determine Voting Procedures for Board Meetings/RE
    - 5.3 Discuss #2.0 & 4.0 of "Board Issues Proposal" - OJ
    - 5.4 Procedures Project Proposal- JN/RA

    (To be discussed after 5.3 is completed)
    - 5.5 Code of Ethics Document
6. Committee Reports - Unfinished Business
    - 6.1 Road and Weed – WS. Tabled.
        - 6.1.1 Bill to be sent for guard rail damage – RF/WS
        - 6.1.3 Weed Spraying - RF/WS. Tabled.
        - 6.1.4 Mowing Sides of GLA Roads – RF/WS/NK
        - 6.1.5 Jennings Chip and Seal Work – WS
7. Committee Reports and New Business
    - 7.1 Road and Weed – WS
        - 7.1.1 Discuss additional road work
        - 7.1.2 Discuss GLA road budget
            - 7.1.2.1 Discuss possible special assessment road repair fee
            - 7.1.2.2 Vehicle insurance
        - 7.1.3 Proposal to Use NG Gravel Pit – WS
    - 7.2 Project Review - AAA
        - 7.2.1 Review definition of 'mudded in dwelling - RF
        - 7.2.2 Motion - Guidelines determining when GLA should charge assessments on newly built structures - AAA
        - 7.2.3 K. Ramp Easement through Parcel 98 (SG) - AAA
    - 7.3 Elections – CM/RA/DO
        - 7.3.1 Board Candidate Biographies due Sept. 22
        - 7.3.2 Approve Agenda for 2006 Annual Meeting & Elections
        - 7.3.3 Approve 2007 Annual Budget at Oct. 9 Board meeting
        - 7.3.4 First draft of officer/committee chair presentations due Oct. 7 (presentation format handout will be distributed)
        - 7.3.5 Present final draft of above presentations at Nov. 6 Board meeting
    - 7.4 Land Use Master Plan - CM
        - 7.4.1 Master Plan – Re-schedule Special Board Meeting-CM
        - 7.4.2 Research on MP Expense-DO
    - 7.5 Recreation – JN
        - 7.5.1 Letter of Appreciation to PVRC – CM
    - 7.6 Community – LB
    - 7.7 2007 Budget Committee – RF, OJ, JN,CM
8. Comment Period for Visiting Landowners
9. Review List of Unfinished Business Carried Forward
10. Adjourn until October 9, 2006, 6:45 pm Golden Ratio Cafeteria

Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.

Glastonbury Landowner's Association
Budget Variance Report
January through August 2006

	Jan - Aug 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
106. Dwelling 2004	32.00			
107. Dwelling 2005	1,175.00			
108. Dwelling 2006	21,218.42	30,888.00	-9,669.58	68.7%
130. Land 2004	32.00			
131. Land 2005	1,597.50			
132. Land 2006	33,042.83	41,448.00	-8,405.17	79.72%
150. GAV	4,851.00	6,468.00	-1,617.00	75.0%
160. Finance Chrgs Late Accnts	122.25			
161. Penalties Late Accounts	136.20			
100. Assessments - Other	644.03			
Total 100. Assessments	62,851.23	78,804.00	-15,952.77	79.76%
200. Architectural Fees				
201. Application Fee	425.00			
202. IF - House	500.00			
203. IF - Structures 200/800sf	150.00			
205. IF - Well	150.00			
206. IF - Driveway	225.00			
207. IF - Septic	150.00			
208. IF - Package	850.00			
210. IF - Subdivison	600.00			
214. IF - Major Variance	100.00			
215. IF - Mobile Home Pckg	275.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Architectural Fees	3,425.00	8,000.04	-4,575.04	42.81%
300. Roads				
301. CUT - Road Paving Loan	1,572.86	2,200.00	-627.14	71.49%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
303. Snowplowing - Landowners	260.00			
Total 300. Roads	1,832.86	6,200.00	-4,367.14	29.56%
500. Interest Earned				
501. Savings Interest	361.31	252.00	109.31	143.38%
Total 500. Interest Earned	361.31	252.00	109.31	143.38%
700. Other Income				
701. Miscellaneous	6,408.00			
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	6,408.00	20,485.00	-14,077.00	31.28%
Total Income	74,878.40	113,741.04	-38,862.64	65.83%
Expense				
A00. Roads & Weeds				

Glastonbury Landowner's Association

Budget Variance Report

January through August 2006

	Jan - Aug 06	Budget	$ Over Budget	% of Budget
A01. Contractors - Road Mtce	25,500.00	29,450.04	-3,950.04	86.59%
A02. Contractors - Snow Removal	1,444.54	8,000.00	-6,555.46	18.06%
A04. Travel	61.46			
A05. Equipment Reg & Ins	1,152.00	1,600.00	-448.00	72.0%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	0.00	5,000.00	-5,000.00	0.0%
A08. Road Improvement Loan	22,666.96	30,224.00	-7,555.04	75.0%
A11. Miscellaneous	200.00	500.04	-300.04	40.0%
Total A00. Roads & Weeds	51,051.96	74,774.08	-23,722.12	68.28%
B00. Project Review				
B01. Contractors	570.00			
B06. Miscellaneous	250.00	300.00	-50.00	83.33%
B00. Project Review - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Project Review	820.00	4,800.00	-3,980.00	17.08%
D00. Recreation				
D03. PVRC	2,005.36	2,100.00	-94.64	95.49%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	2,005.36	2,200.00	-194.64	91.15%
E00. Master Plan				
E03. Administration	40.25			
E04. Legal Fees	144.40			
E05. Miscellaneous	80.32	1,000.00	-919.68	8.03%
Total E00. Master Plan	264.97	1,000.00	-735.03	26.5%
F00. Website				
F01. Contractors - Dev & Mtce	81.67	500.04	-418.37	16.33%
F02. URL/Domain Fee	77.10	252.00	-174.90	30.6%
Total F00. Website	158.77	752.04	-593.27	21.11%
G00. Liens				
G01. Lien Filing	26.00	500.00	-474.00	5.2%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	22.50	500.00	-477.50	4.5%
Total G00. Liens	48.50	1,150.00	-1,101.50	4.22%
J00. Other Projects				
J02. Water Reservoir	433.10			
Total J00. Other Projects	433.10			
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,938.00	4,550.04	-2,612.04	42.59%
K02. Contractors - Bookkeeper	1,338.05	3,060.00	-1,721.95	43.73%
K03. Contractors - Accountant	101.25	105.00	-3.75	96.43%
K04. Contractors - Database	216.25	500.04	-283.79	43.25%
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%

Glastonbury Landowner's Association
Budget Variance Report
January through August 2006

	Jan - Aug 06	Budget	$ Over Budget	% of Budget
K06. Office Supplies	222.90	900.00	-677.10	24.77%
K07. Postage and Delivery	406.74	788.00	-381.26	51.62%
K08. Monthly Board Meetings	2,316.24	3,000.00	-683.76	77.21%
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K10. Cash Advance	147.70			
K11. Rent	360.00	480.00	-120.00	75.0%
K12. Insurance	7,438.60	4,850.00	2,588.60	153.37%
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	14,616.99	19,415.62	-4,798.63	75.29%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%
M03. Administration	104.00	300.00	-196.00	34.67%
M04. Postage and Delivery	350.00	500.00	-150.00	70.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	454.00	1,675.00	-1,221.00	27.1%
Total Expenses/Budget	69,853.65	105,766.74	-35,913.09	66.05%
Total Income/Budget	72,223.32	111,386.82	-39,163.50	64.84%

2006-10-09_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 9, 2006

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1. Call to order

The meeting was called to order by Charlotte Mizzi at 7:05 p.m., at Golden Ratio Woodworks.

PRESENT: Charlotte Mizzi (President), Laura Boise (Vice-President), Janet Naclerio (Secretary), Alyssa Angelis Allen, Edward Anderson, Catherine Bielitz, Orlando Johnson, Dan Kehoe, Jr., Neil Kremer, Charlene Murphy, Francis Regan and William Smith

ABSENT:

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); Kathy Garcia, Gerald Dubiel, Pouwel Gelderloos, Rich Spallone, Carl Anderson, Michael Rosa, Sr., Dave Boyden, David Tonkin and James Kozlik.

2. Set Agenda

UNANIMOUS CONSENT: The Board approved the agenda with amendments.

3. Reading and Disposition of Minutes - Approval of 9/11/06 Meeting Minutes

UNANIMOUS CONSENT: The Board approved the September 11, 2006 meeting minutes with amendments. (Abstained: Neil, Dan, Charlene and Janet; they did not attend 9/11/06 meeting)

4. Treasurer's Report

UNANIMOUS CONSENT: The Board approved the Treasurer's "2006 Budget Variance Report, January through September 2006" and "September 2006 Bank Transactions."

5. Officers' Reports

5.1 Determine Voting Procedures for Board Meetings. Tabled.

5.2 Procedures Project Proposal- JN/RA Tabled.

6. Committee Reports - Unfinished Business

6.1 Project Review – AAA

6.1.1 Review Board conditions re: Ramp Easement issue (SG) – AAA. Tabled.

6.2 Road and Weed – WS

Orlando distributed a document that explained the problem of wash-boarding and the force applied horizontally to road surfaces by accelerating.

6.2.1 Bill to be sent for guard rail damage – WS. Tabled.

6.2.2 Weed Spraying - WS. Tabled.

6.2.3 Mowing Sides of GLA Roads – WS/NK. Tabled.

6.2.4 Jennings Chip and Seal Work – WS. Tabled.

File: MtgMins 10 09 06
Draft: 10 31 06; 11 07 06-FINAL
Approved: 11 06 06

6.3 Code of Ethics -Tabled
6.3.1 Follow-up – CB
6.3.2 Attorney - CM

6.4 Community
6.4.1 K. Ulrich Update - EA
Edward reported that "Clean-Up Plan for Kathleen Ullrich's Property, Parcel 32-D, NG" (signed by Kathleen on 10/02/05) and "Clean-up Plan Addendum: Kathleen Ullrich" (signed by Kathleen on 3/26/05) have not been upheld by Kathleen. Discussion. See 6.4.2 below.

6.4.2 Complaint re: Kathleen Ulrich/Parcel 32-D (NG) – Kathy Garcia
Kathly reviewed a list of complaints concerning safety concerns associated with K. Ullrich's property. Discussion.
UNANIMOUS AGREEMENT: Following county sanitarian's response, the Board agreed to take specific actions, including:
ACTION ITEM: Laura will contact Randy Taylor.
ACTION ITEM: Laura, Pouwel and Gerald will meet to determine a proposed mandate re: Ullrich issue and present to the Board.

6.4.3 Complaint re: Proposed Cistern to be Installed on Parcel 32 &33 in North Glastonbury - EA
Edward presented a letter of complaint, dated October 9, 2006, from Edward Anderson, Gerald Dubiel and Pouwel Gelderloos to the GLA Board concerning the proposed cistern to be installed on Parcel 32 & 33 (NG) with an attached October 6, 2006 letter to the Church Universal & Triumphant Board of Directors regarding the same. The Board discussed
ACTION ITEM: Laura, on behalf of GLA, will write a letter to the Church requesting an agreement be made to landscape w/trees around cistern for visual and weed control purposes.

7. Committee Reports and New Business
7.1 Road and Weed – WS. Tabled.
7.1.1 Discuss additional road work. Tabled.
7.1.2 Discuss GLA road budget. Tabled.
7.1.3 Discuss possible special assessment fee for road repair. Tabled.
7.1.4 Vehicle insurance. Tabled.
7.1.5 Proposal to Use NG Gravel Pit. Tabled.
7.1.6 Post GLA road signs (stored at LB's home) – LB.
Laura submitted the signs to William.
7.1.7 Status of South Glastonbury Pond – LB. Tabled.

File: MtgMins 10 09 06
Draft: 10 31 06; 11 07 06-FINAL
Approved: 11 06 06

7.1.8 Draft of Road Maintenance Contract w/Landowners – James Kozlik
James reported that he spoke with William about this proposed contract and that it will be revisited in the future.

7.2 Project Review – AAA
7.2.1 Motion - Guidelines determining when GLA should charge assessments on newly built structures. AAA Tabled.

7.2.2 Lot 88-A (SG) Tim Brockett/Residence Application.
Alyssa reviewed the application, and based on Tim's loss of his home in the SG Fire, the Board discussed waiving the impact fee. Other fees were submitted.
MOTION: Alyssa motioned and Laura seconded to approve waiving Tim Brocket's impact fee and to approve his Lot 88-A (SG) residence construction application with the conditions that he reseed after building and that he acquire the appropriate electric and plumbing permits. **Motion carried. (1 opposed - Orlando.)**

7.2.3 Lot 40-C (SG) Robert & Mary Wallace/ Residence Application
Alyssa reviewed the application. The Board discussed the importance of ensuring that the driveway entering Arcturus Road follow county specifications for driveways which enter a public road.
MOTION: Alyssa motioned and Charlene seconded to approve the Wallace residence application on Parcel 40-C (SG) with the following conditions: (1) The driveway must enter Arcturus at a 90 degree angle with no more than a 2% grade for the first 20 feet; (2) The land be reseeded after construction, and; (3) Septic and electrical permits be obtained. **Motion carried unanimously.**

7.2.4 Lot 25-A (SG) Frank Maglio/Residence Application
Alyssa reviewed the application and the Board discussed.
MOTION: Alyssa motioned and Francis seconded to approve Frank Maglio's residence application on Lot 25-A (SG) with the following conditions: (1) The land be reseeded after construction; (2) septic and plumbing permits be obtained, (3) A culvert be installed where the driveway enters Arcturus Road; (4) The first 20 feet of the driveway should have a grade not to exceed a 2% slope. **Motion carried unanimously.**

ACTION ITEM: William Smith to call the county concerning any standards regarding how individual lots within a subdivision are accessed from driveways which connect to a subdivision road vs. a public road.

ACTION ITEM: Alyssa will incorporate into a criteria checklist for the Project Review Committee an item regarding driveway access to individual lots within a

subdivision showing that this needs to be researched to ensure compliance with original design of subdivision.

ACTION ITEM: Alyssa to review K. Rakela's subdivision on parcel 27 SG regarding location of her subdivision road.

7.3 Elections – DO

7.3.1 Review first draft of officer/committee chair presentations.
No review was conducted as only one presentation was submitted. Discussion.
ACTION ITEM: The Board agreed to e-mail Chair presentations to Denise by October 17.

7.3.2 Review misc. meeting preparations, Board participation & timelines.
Denise reviewed.

7.4 Land Use Master Plan - CM

7.4.1 "Review/discuss Board's 9/29 vote re: "Upper Hilly" (reference Neil Kremer's 10/3/06 e-mail) – NK
Neil reviewed points of concern in his e-mail. Attending landowners asked questions and expressed concerns regarding the Master Plan issues associated with neighborhood areas. Discussion.

7.4.2 If necessary, re-vote "Upper Hilly" Area issue - NK
MOTION: Neil motioned and Laura seconded to uphold the South Glastonbury maps approved by the Board on January 23, 2006 and to create one additional neighborhood entitled "Lower Forested" which would include Parcels 58, 59, 60 through 70, 104 through 109 with density assigned at 3 tracts per original parcel from 20 acres and nine acres at 4. This map will be included in the new Master Plan draft. **Motion carried unanimously.**

7.4.3 Research on MP Expense-DO. Tabled.

7.5 Recreation – JN

7.5.1 Letter of Appreciation to PVRC – CM. Tabled.

7.6 Community – LB.

7.6.1 E. Johnston's Sept 25 Letter to Board
ACTION ITEM: Laura will respond to Johnston's letter.

7.6.2 Valery & Daniel O'Connel's Easement Issue - LB
ACTION ITEM: Laura will respond. to the O'Connel's letter.

7.6.3 Issues for attorney consultation – LB. Tabled.

7.6.4 Annual Letter to the Landowners.
Laura reported the plan to mail the annual letter to the landowners...
UNANIMOUS AGREEMENT: The Board agreed to approve Laura's plan to send the annual letter.

7.7 2007 Budget Committee - CM,OJ, JN
7.7.1 Propose/Approve 2007 Annual Budget.
Charlotte distributed 2007 budget information to the Board for review at home.
ACTION ITEM: The Board chairs will submit by e-mail their 2007 committee budgets to Charlotte no later than October 16.

8. **Comment Period for Visiting Landowners. (See 7.4 and 7.6)**

9. **Review List of Unfinished Business Carried Forward. Tabled.**

10. **Meeting Adjournment.** The meeting was adjourned at 10:25 p.m. with no further business. Next Meeting: November 6, 2006, 6:45 p.m., at Golden Ratio Cafeteria.

NEW ACTION ITEMS:

CM100906.1 *Laura:* Following county sanitarian's response, contact Randy Taylor.

CM100906.2 *Laura, Pouwel and Gerald*: Following county sanitarian's response, meet to determine a proposed mandate re: Ullrich issue and present to the Board.

CM100906.3 *Laura*: Write a letter to the Church regarding cistern. (See 6.4.3)

PR100906.1 *Alyssa/Denise:* Draft/mail project approval to Tim Brockett, Robert Wallace and Frank Maglio. **Done.**

PR100906 .2 *William:* Call the county. (See 7.2.4)

PR100906.3 *Alyssa*: Incorporate item into Project Review checklist. (See 7.2.4)

PR100906.4 *Alyssa*: Review location of K. Rakela's road on Parcel 27 SG.

EL100906 *Committee Chairs:* E-mail annual meeting presentations to Denise by October 17.

MP100906 *MP Committee:* Incorporate changes into MP maps, etc. (see 7.4.2)

CM100906.4 *Laura:* Respond to E. Johnston's Sept 25 Letter to Board

File: MtgMins 10 09 06
Draft: 10 31 06; 11 07 06-FINAL
Approved: 11 06 06

CM100906.5 *Laura:* Respond to Valery & Daniel O'Connel's Easement Issue.

CM100906.6 *Laura:* Facilitate mailing of annual letter to the landowners.

BC100906 *Board Chairs:* Submit by e-mail 2007 committee budgets to Charlotte no later than October 16.

File: MtgMins 10 09 06
Draft: 10 31 06; 11 07 06-FINAL
Approved: 11 06 06

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

October 9, 2006

1. Call to Order and Welcome
2. Set Agenda
3. Reading and Disposition of Minutes - Approval of 9/11/0 Meeting Minutes
4. Treasurer's Report
5. Officers' Reports
   - 5.1 Determine Voting Procedures for Board Meetings
   - 5.2 Procedures Project Proposal- JN/RA
6. Committee Reports - Unfinished Business
   - 6.1 Project Review – AAA
     - 6.1.1 Review Board conditions concerning Ramp Easement issue (SG) - AAA
   - 6.2 Road and Weed – WS
     - 6.2.1 Bill to be sent for guard rail damage - WS
     - 6.2.2 Weed Spraying - WS
     - 6.2.3 Mowing Sides of GLA Roads – WS/NK
     - 6.2.4 Jennings Chip and Seal Work - WS
   - 6.3 Code of Ethics
     - 6.3.1 Follow-up – CB
     - 6.3.2 Attorney - CM
   - 6.4 Community
     - 6.4.1 K. Ulrich Update - EA
7. Committee Reports and New Business
   - 7.1 Road and Weed – WS
     - 7.1.1 Discuss additional road work
     - 7.1.2 Discuss GLA road budget
     - 7.1.3 Discuss possible special assessment fee for road repair
     - 7.1.4 Vehicle insurance
     - 7.1.5 Proposal to Use NG Gravel Pit
     - 7.1.6 Post GLA road signs (stored at LB's home) - LB
     - 7.1.7 Status of South Glastonbury Pond - LB
     - 7.1.8 Draft of Road Maintenance Contract w/Landowners - JK
   - 7.2 Project Review – AAA
     - 7.2.1 Motion - Guidelines determining when GLA should charge assessments on newly built structures. - AAA
     - 7.2.2 88-A (SG) Tim Brocket/Residence Application
     - 7.2.3 40-C (SG) Robert & Mary Wallace/ Residence Application
     - 7.2.4 25-A (SG) Frank Maglio/Residence Application
   - 7.3 Elections – CM/RA/DO
     - 7.3.1 Review first draft of officer/committee chair presentations
     - 7.3,2 Review misc. meeting preparations, Board participation & timelines
   - 7.4 Land Use Master Plan - CM
     - 7.4.1 "Review/discuss Board's 9/29 vote re: "Upper Hilly" (reference Neil Kremer's 10/3/06 e-mail) – NK
     - 7.4.2 If necessary, re-vote "Upper Hilly" Area issue - NK
     - 7.4.3 Research on MP Expense-DO
   - 7.5 Recreation – JN
     - 7.5.1 Letter of Appreciation to PVRC – CM
   - 7.6 Community – LB
     - 7.6.1 E. Johnston's Sept 25 Letter to Board
     - 7.6.2 Valery & Daniel O'Connel's Easment Issue - LB
     - 7.6.3 Issues for attorney consultation - LB

7.7 2007 Budget Committee - CM,OJ, JN

7.7.1 Propose/Approve 2007 Annual Budget

8. **Comment Period for Visiting Landowners**
9. **Review List of Unfinished Business Carried Forward**
10. **Adjourn until November 6, 2006, 6:45 pm Golden Ratio Cafeteria**

Note: if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.

Glastonbury Landowner's Association

2006 Budget Variance Report

January through September 2006

	Jan - Sep 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
106. Dwelling 2004	32.00			
107. Dwelling 2005	1,187.50			
108. Dwelling 2006	21,220.92	30,888.00	-9,667.08	68.7%
130. Land 2004	152.00			
131. Land 2005	1,742.00			
132. Land 2006	33,573.33	41,448.00	-7,874.67	81.0%
150. GAV	4,851.00	6,468.00	-1,617.00	75.0%
160. Finance Chrgs Late Accnts	159.27			
161. Penalties Late Accounts	148.80			
100. Assessments - Other	644.03			
Total 100. Assessments	63,710.85	78,804.00	-15,093.15	80.85%
200. Architectural Fees				
201. Application Fee	425.00			
202. IF - House	500.00			
203. IF - Structures 200/800sf	150.00			
205. IF - Well	150.00			
206. IF - Driveway	225.00			
207. IF - Septic	150.00			
208. IF - Package	1,275.00			
210. IF - Subdivison	600.00			
214. IF - Major Variance	100.00			
215. IF - Mobile Home Pckg	275.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Architectural Fees	3,850.00	8,000.04	-4,150.04	48.13%
300. Roads				
301. CUT - Road Paving Loan	1,572.86	2,200.00	-627.14	71.49%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
303. Snowplowing - Landowners	260.00			
Total 300. Roads	1,832.86	6,200.00	-4,367.14	29.56%
500. Interest Earned				
501. Savings Interest	361.31	252.00	109.31	143.38%
Total 500. Interest Earned	361.31	252.00	109.31	143.38%
700. Other Income				
701. Miscellaneous	6,408.00			
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	6,408.00	20,485.00	-14,077.00	31.28%
Total Income	76,163.02	113,741.04	-37,578.02	66.96%
Expense				
A00. Roads & Weeds				

Glastonbury Landowner's Association

2006 Budget Variance Report

January through September 2006

	Jan - Sep 06	Budget	$ Over Budget	% of Budget
A01. Contractors - Road Mtce	26,500.00	29,450.04	-2,950.04	89.98%
A02. Contractors - Snow Removal	1,444.54	8,000.00	-6,555.46	18.06%
A04. Travel	61.46			
A05. Equipment Reg & Ins	1,152.00	1,600.00	-448.00	72.0%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	0.00	5,000.00	-5,000.00	0.0%
A08. Road Improvement Loan	22,668.96	30,224.00	-7,555.04	75.0%
A11. Miscellaneous	200.00	500.04	-300.04	40.0%
Total A00. Roads & Weeds	52,051.96	74,774.08	-22,722.12	69.61%
B00. Project Review				
B01. Contractors	570.00			
B06. Miscellaneous	250.00	300.00	-50.00	83.33%
B00. Project Review - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Project Review	820.00	4,800.00	-3,980.00	17.08%
D00. Recreation				
D03. PVRC	3,475.80	2,100.00	1,375.80	165.51%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	3,475.80	2,200.00	1,275.80	157.99%
E00. Master Plan				
E03. Administration	40.25			
E04. Legal Fees	144.40			
E05. Miscellaneous	80.32	1,000.00	-919.68	8.03%
Total E00. Master Plan	264.97	1,000.00	-735.03	26.5%
F00. Website				
F01. Contractors - Dev & Mtce	81.67	500.04	-418.37	16.33%
F02. URL/Domain Fee	77.10	252.00	-174.90	30.6%
Total F00. Website	158.77	752.04	-593.27	21.11%
G00. Liens				
G01. Lien Filing	123.50	500.00	-376.50	24.7%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	22.50	500.00	-477.50	4.5%
Total G00. Liens	146.00	1,150.00	-1,004.00	12.7%
H00. Discounts				
H01. Assessment Fees	5.00			
Total H00. Discounts	5.00			
J00. Other Projects				
J02. Water Reservoir	433.10			
Total J00. Other Projects	433.10			
K00. General Operating Expenses				

Glastonbury Landowner's Association

2006 Budget Variance Report

January through September 2006

	Jan - Sep 06	Budget	$ Over Budget	% of Budget
K01. Contractors - Admin Sec	2,138.50	4,550.04	-2,411.54	47.0%
K02. Contractors - Bookkeeper	1,458.05	3,060.00	-1,601.95	47.65%
K03. Contractors - Accountant	90.00	105.00	-15.00	85.71%
K04. Contractors - Database	399.95	500.04	-100.09	79.98%
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%
K06. Office Supplies	222.90	900.00	-677.10	24.77%
K07. Postage and Delivery	406.74	788.00	-381.26	51.62%
K08. Monthly Board Meetings	2,563.24	3,000.00	-436.76	85.44%
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K10. Cash Advance	254.33			
K11. Rent	420.00	480.00	-60.00	87.5%
K12. Insurance	6,073.85	4,850.00	1,223.85	125.23%
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	14,158.82	19,415.62	-5,256.80	72.93%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%
M03. Administration	377.05	300.00	77.05	125.68%
M04. Postage and Delivery	850.00	500.00	350.00	170.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	1,227.05	1,675.00	-447.95	73.26%
Total Expenses/Budget	72,741.47	105,766.74	-33,025.27	68.78%
Total Income/Budget	75,729.97	110,886.78	-35,156.81	68.3%

2006-11-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 6, 2006

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1. Call to order

The meeting was called to order by Laura Boise at 7:05 p.m., at Golden Ratio Woodworks.
PRESENT: Laura Boise (Vice-President), Janet Naclerio (Secretary), Alyssa Angelis Allen, Catherine Bielitz, Dan Kehoe HrmOrlando Johnson, Neil Kremer, Charlene Murphy, Francis Regan and William Smith.
ABSENT: Charlotte Mizzi (President), Edward Anderson
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); Landowners: Eric Newhouse, Craig S. Newhouse, Frances Owen, Brandon D. Newhouse, David Newhouse, Jr., John Alexander, Ronda Alexander, Ross Fitzgerald, Per Norell, Rich Spallone, Emily Coleman, Robert Simons, Clare Parker and James Kozlik.

2. Set Agenda.

UNANIMOUS CONSENT: The Board agreed to the agenda with amendments.

3. Reading and Disposition of Minutes.

October 9, 2006 Meeting
Discussion.
UNANIMOUS CONSENT: The Board approved the Oct. 9, 2006 meeting minutes with amendments.

September 1, 2006 Special Meeting
UNANIMOUS CONSENT: The Board approved the Sept. 1, 2006 meeting minutes

September 25, 2006 Special Meeting
Discussion.
MOTION: Orlando motioned and Catherine seconded that the brief descriptive information within the minutes be deleted per parliamentary procedure and per attorney advice.
Motion did not carry. (In Favor: Orlando, Catherine, Francis. Opposed: Janet, Neil, Alyssa and Laura. Abstained: Dan, William)

MOTION: Janet motioned and Alyssa seconded to accept the Sept 25, 2006 meeting minutes. **Motion carried.** (Opposed: Orlando. In Favor - 4. Abstained: Dan, William)

September 29, 2006 Special Meeting
Discussion.
MOTION: Alyssa motioned and Janet seconded to accept the Sept. 29, 2006 meeting minutes as amended
Discussion.
Motion carried. (Abstained: William, Dan)

File: MtgMins
Draft: 11 17 06; 01 09 07 - FINAL
Approved: 01 08 07

4. Treasurer's Report

The Board reviewed/approved "October 2006 Bank Transactions" and "2006 Budget Variance Report, January through October 2006."

5. Officers' Reports

5.1 Determine Voting Procedures for Board Meetings. Tabled.

5.2 Procedures Project Proposal - LB.

Discussion.

MOTION: Alyssa motioned and Janet seconded to approve the Procedures Project Proposal from Ronda Alexander and Denise Orr on the following conditions: (1) The items discussed will be amended ; (2) The project will be paid for by the overage discovered by Laura in the 2007 projected budget draft; (3) Dan Kehoe will rewrite a portion of the last page which describes the work agreement, and; (4) The project will be reevaluated in six months.

Discussion.

Motion carried. (Approved -8 Opposed-Orlando Abstained -Catherine)

ACTION ITEM: Dan will revise the last page of the proposal.

5.3 Discuss Report re SG submitted by O.J. – JN. Tabled.

6. Committee Reports - Unfinished Business

6.1 Project Review – AAA

6.1.1 Review Board conditions re: Parcel 97 & 98 (SG) - Ramp easement issue – AAA.

Alyssa reviewed reasons to change verbiage contained in the Sept. 11, 2006 motion re: Ramp's sign located at the beginning of her subdivision road that follows the GLA easement along Golmeyer creek.

MOTION: Alyssa motioned and Francis seconded to have Kathleen Ramp sign a statement indicating that the location of a sign at the beginning of her subdivision road does not affect the already existing easement rights held by the GLA.

Motion carried. (1 abstention - Charlene)

6.2 Road and Weed – WS, Tabled.

6.2.1 Bill to be sent for guard rail damage – WS. Tabled.

6.2.2 Weed spraying - WS. Tabled.

6.2.3 Mowing sides of GLA roads – WS/NK. Tabled.

6.2.4 Jennings chip and seal work – WS. Tabled.

6.3 Code of Ethics . Tabled.

6.3.1 Follow-up – CB

6.3.2 Attorney - CM

File: MtgMins
Draft: 11 17 06; 01 09 07 - FINAL
Approved: 01 08 07

6.4 Community – LB. Tabled.

6.4.1 Complaint re: Kathleen Ulrich/Parcel 32-D (NG)

6.4.2 Complaint re: Proposed cistern to be installed on Parcel 32 &33 (NG)

6.4.3 Complaint from Eleanor Schieffelin re: neighbor's property eyesores

7. Committee Reports and New Business

7.1 Road and Weed – WS.

7.1.1 New proposal for High South road work - WS

William presented (1) A motion concerning $14,250 in the assessments collected voluntarily from certain landowners in South Glastonbury for the timely improvement and reconstruction of Hercules Road (see "Motion to the Board of Directors, Monday November 6, 2006" attached) and (2) "Principles to Guide Regionalizing Road Maintenance." (attached)
Discussion.

MOTION: William motioned and Dan seconded to approve William Smith's proposal as described in "Motion to the Board of Directors" (attached.).
Motion carried unanimously.

UNANIMOUS AGREEMENT: The Board agreed that William should continue his research as described in "Principles to Guide Regionalizing Road Maintenance." (attached)

ACTION ITEM: Board to review proposal for High South road work and contact William with suggested amendments by Tues evening.

7.1.2 Discuss GLA road budget. Tabled.

7.1.3 Discuss possible special assessment fee for road repair. Tabled.

7.1.4 Vehicle insurance. Tabled.

7.1.5 Proposal to Use NG Gravel Pit. Tabled.

7.1.6 Post GLA road signs. Tabled.

7.1.7 Status of South Glastonbury Pond – LB. Tabled.

7.2 Project Review – AAA

7.2.1 Motion - Guidelines determining when GLA should charge assessments on newly built structures. – AAA. Tabled.

File: MtgMins
Draft: 11 17 06; 01 09 07 - FINAL
Approved: 01 08 07

7.2.2 57-E1 (NG) Craig Newhouse Variance Application
Charlene offered a summary report of the November 5, 2006 meeting conducted for landowners, including GLA board members. At the Nov. 6 meeting, Charlene again reviewed Craig's proposal with landowners and members of the Board.

MOTION: William motioned and Orlando seconded to approve Craig Newhouse's Variance Application for Parcel 57-E1 (NG) to be divided into four lots with the following conditions:
(1) These newly subdivided lots would only be used as single family dwellings. Craig is asking the GLA for four lots to be carved out of the 12 acres of **57 E1-(NG),** not for five lots as his original documents, filed with the county, show.
(2) The single family homes would be built in front of or in close proximity to the shelters and use the DEQ septic systems that are in place.
(3) The shelters will be cleaned and maintained and landscaping will be done to make them attractive. The homes will have landscaping as well.
(4) The shelters**/home sites will** not become time-shares or **condominiums.**
(5) These newly subdivided lots **will not have more than one residence per lot; an additional guesthouse or apartment will not be allowed.**
(6) The shelters **will** not become public storage units or warehouses or businesses with extra employees.
(7) Finalizing any lease agreements for people who had originally bought into the shelters will be the responsibility of the Newhouses, the GLA will not be held liable.
(8) Roads will be upgraded, if needed, **and** will be determined at the county level, with input from the Fire Department.
(9) Any additional Fire fill tank modifications will be determined by the county. (The existing water storage tank is listed as a fill tank already)
(10) No further subdivisions of the lots on parcel #57-E1 (NG) will be permitted.
(11) There will be a good faith effort to work with adjacent landowners to make boundary adjustments or **sell lot(s).**
(12) These conditions will be written into covenants that will become a part of these newly subdivided lots.
(13) Earth tone colors **will** be used on all buildings in order to minimize visual impact **relating to** size of new homes.
(14) New homes will be built backed up to the existing contours of hills (while maintaining safe building sites), **to** minimize visual impact **relating to** size of homes. **Actual location of home(s) will be presented to GLA board for its review and approval** prior to construction.
Motion carried unanimously.

ACTION ITEM: Alyssa and Charlene will draft the Newhouse agreement; Janet will eview/edits.

ACTION ITEM: Alyssa and Charlene will draft the Newhouse agreement; Janet will eview/edits.

7.2.3 County standards re: lots within a subdivision, etc.–WS. Tabled.
7.2.4 Parcel 27 (SG) – Update re: subdivision road – AA. Tabled.
7.2.5 Review definition of "mudded –in" dwelling – RF. Tabled.

7.2.6 Lot 39-C (SG)/Ron Spallone-House Construction Application
Laura reviewed.
MOTION: Alyssa motioned and Charlene seconded to approve Ron Spallone's house construction with the conditions that (1) The necessary septic permit is obtained prior to septic system construction; (2) The plumbing permit is obtained prior to plumbing system construction, and; (3) Disturbed land is reseeded after construction. **Motion carried unanimously.**

7.3 Elections/Annual Meeting – DO
Denise facilitated the following.
7.3.1 Distribute annual meeting agenda for Board use.
7.3.2 Discuss Treasurer's report presentation - LB
7.3.2 Review drafts of officer/committee chair presentations. Tabled.
7.3.3 Vote for candidates on behalf of landowner proxy.
7.3.4 Determine which board member will vote on behalf of Board.
7.3.5 Annual meeting set-up – determine Board volunteers.
7.3.6 Annual meeting handouts - submittal date for xeroxing.

Voting Policy
UNANIMOUS AGREEMENT: The Board agreed that if the GLA doesn't receive payment for new assessments for projects and/or subdivisions billed 30 days prior to the annual elections, the landowners owing will be allowed to vote as long as their previous assessments are current.

7.4 Land Use Master Plan – NK, LB, DK
7.4.1 Approve final draft
Neil reviewed new edits to the November 6, 2006 MP Draft, cover letter and ballot. Discussion.
MOTION: Neil motioned and Charlene seconded for the GLA to adopt the November 6, 2006 Master Plan with amendments (discussed at the November 6 meeting). It will be distributed at the annual meeting and afterwards mailed to the landowners (who didn't receive it at that meeting) for review and voting. **Motion carried unanimously.**

MOTION: Neil motioned and Alyssa seconded to approve the expense of xeroxing the Master Plan Draft/cover letter/ballots and the approved handouts for the annual meeting. **Motion carried unanimously.**

7.4.2 Approve final details of printing
ACTION ITEM: Neil and Laura will xerox the final drafts of the MP, cover letter and ballot.

7.4.3 Research on MP Expense-DO. Tabled.

7.5 Recreation – JN
7.5.1 Letter of Appreciation to PVRC – CM . Tabled.

7.6 Community – LB. Tabled.
7.6.2 Valery & Daniel O'Connel's Easement Issue - LB
7.6.3 Issues for attorney consultation – LB

7.7 2007 Budget Committee - CM,OJ, JN
7.7.1 Discuss/Approve 2007 Annual Budget.
Discussion.
MOTION: Janet motioned and Alyssa seconded to approve the 2007 Proposed Budget with the amendments submitted by Laura, Ronda (bookkeeper) and Alyssa. The budget will be entitled "2007 Budget Draft." It will be reviewed in the Treasurer's Report at the annual meeting and the Board will revisit it at the December 11, 2006 Board Meeting. **Motion carried unanimously.**

Raising Assessment Fees for 2007
MOTION: Janet motioned and Catherine seconded to increase the annual landowner assessment fees in 2007 by approximately 10%, which would change the assessment fee *from* $132 *to* $145 per each parcel and dwelling. **Motioned carried.** (1 Abstention – Neil)

ACTION ITEM: The above assessment fee increase for 2007 notification will include reasons for the increase.

8. General Business.

9. Open Floor Comment Period and Landowner Issues/Concerns.

10. Meeting Adjournment and Next Meeting.
The meeting was adjourned at Midnight with no further business. The next meeting will

10. Meeting Adjournment and Next Meeting.
The meeting was adjourned at Midnight with no further business. The next meeting will be a private Orientation Meeting (for Board Members only), Dec. 4, 2006, 6:45 p.m., at Golden Ratio Cafeteria. The next regular meeting will be Dec. 11, 2006, 6:45 p.m., at Golden Ratio Cafeteria.

NEW ACTION ITEMS

OR110606	*Denise/Dan/Ronda:* Amend Policies and Procedures Proposal.
PR110606	*Alyssa/Denise:* Draft new sign agreement for K. Ramp.
RDWD110606.1	*William:* Continue his research as described in "Principles to Guide Regionalizing Road Maintenance."
RDWD110606.2	*William:* Communicate with Bookkeeper (Ronda) concerning the status of financial contributers to the Hercules Rd reconstruction.
RDWD110606.3	*Board:* Contact William with suggestions concerning proposal for High South road work by evening of November. 7.
PR110606.1	*Alyssa/Charlene/Janet*: Draft Newhouse variance agreement.
PR110606.2	*Alyssa/Denise:* Draft Ron Spallone project approval.
PR110606.3	*Denise/Ronda:* Incorporate voting policy listed in Agenda Item 7.3 above.
MP110606	*Neil/Laura:* Xerox MP, cover letter and ballot for annual meeting and mailing. Facilitate mailing.
BC110606.1	*Laura/Allysa:* Amend budget, submit to Ronda and request that she develop final draft.
BC110606.2	*Board:* Revisit 2007 Budget Draft at December 11 meeting.
BC110606.3	*Laura:* Contact Ronda (Bookkeeper) re: annual assessment increase.and letter listing reasons for increase.

File: MtgMins
Draft: 11 17 06; 01 09 07 - FINAL
Approved: 01 08 07

2006-11-06_BDGNAUX.pdf

Glastonbury Landowners Association

Board of Directors Meeting Agenda

November 6, 2006

1. Call to order

2. Set Agenda

3. Reading and Disposition of Minutes - Approval of 10/09/06 Meeting Minutes & Special Meeting Minutes from Sept 1, 25 & 29.

4. Treasurer's Report

5. Officers' Reports
   - 5.1 Determine Voting Procedures for Board Meetings.
   - 5.2 Procedures Project Proposal- LB.
   - 5.3 Discuss Report re SG submitted by O.J. - JN

6. Committee Reports - Unfinished Business
   - 6.1 Project Review – AAA
     - 6.1.1 Review Board conditions re: Parcel 97 & 98 (SG) - Ramp easement issue – AAA.
   - 6.2 Road and Weed – WS
     - 6.2.1 Bill to be sent for guard rail damage – WS.
     - 6.2.2 Weed spraying - WS.
     - 6.2.3 Mowing sides of GLA roads – WS/NK.
     - 6.2.4 Jennings chip and seal work – WS.
   - 6.3 Code of Ethics
     - 6.3.1 Follow-up – CB
     - 6.3.2 Attorney - CM
   - 6.4 Community - LB
     - 6.4.1 Complaint re: Kathleen Ulrich/Parcel 32-D (NG)
     - 6.4.2 Complaint re: Proposed cistern to be installed on Parcel 32 &33 (NG)
     - 6.4.3 Complaint from Eleanor Schieffelin re: neighbor's property eyesores

7. Committee Reports and New Business
   - 7.1 Road and Weed – WS.
     - 7.1.1 New proposal for High South road work - WS
     - 7.1.2 Discuss GLA road budget.
     - 7.1.3 Discuss possible special assessment fee for road repair.
     - 7.1.4 Vehicle insurance.
     - 7.1.5 Proposal to Use NG Gravel Pit.
     - 7.1.6 Post GLA road signs
     - 7.1.7 Status of South Glastonbury Pond – LB
   - 7.2 Project Review – AAA
     - 7.2.1 Motion - Guidelines determining when GLA should charge assessments on newly built structures. AAA
     - 7.2.2 57-E1 (NG) Craig Newhouse Variance Application

File: MtggAgenda 11 06 06

7.2.3 County standards re: lots within a subdivision, etc. - WS
7.2.4 Parcel 27 (SG) – Update re: subdivision road – AA
7.2.5 Review definition of "mudded –in" dwelling – RF

7.3 Elections/Annual Meeting – DO
7.3.1 Distribute annual meeting agenda for Board use
7.3.2 Discuss Treasurer's report presentation - LB
7.3.2 Review drafts of officer/committee chair presentations.
7.3.3 Vote for candidates on behalf of landowner proxy
7.3.4 Determine which board member will vote on behalf of Board
7.3.5 Annual meeting set-up – determine Board volunteers
7.3.6 Annual meeting handouts - submittal date for xeroxing

7.4 Land Use Master Plan – NK, LB, DK
7.4.1 Approve final draft
7.4.2 Approve final details of printing
7.4.3 Research on MP Expense-DO.

7.5 Recreation – JN
7.5.1 Letter of Appreciation to PVRC – CM

7.6 Community – LB.
7.6.2 Valery & Daniel O'Connel's Easement Issue - LB
7.6.3 Issues for attorney consultation – LB

7.7 2007 Budget Committee - CM,OJ, JN
7.7.1 Discuss/Approve 2007 Annual Budget.

8. Comment Period for Visiting Landowners.

9. Review List of Unfinished Business Carried Forward. Tabled.

10. Meeting Adjournment. Next Meetings: December 4 *(Private Meeting Orientation Meeting for Board only)* and December 11, 6:45 p.m. at Golden Ratio Cafeteria.

Note: *if the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.*

File: MtggAgenda 11 06 06

Glastonbury Landowner's Association

2006 Budget Variance Report

January through October 2006

	Jan - Oct 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Assessments				
106. Dwelling 2004	32.00			
107. Dwelling 2005	1,195.03			
108. Dwelling 2006	23,300.92	30,888.00	-7,587.08	75.44%
130. Land 2004	272.00			
131. Land 2005	1,749.52			
132. Land 2006	36,697.93	41,448.00	-4,750.07	88.54%
150. GAV	6,468.00	6,468.00	0.00	100.0%
160. Finance Chrgs Late Accnts	211.68			
161. Penalties Late Accounts	167.75			
100. Assessments - Other	644.03			
Total 100. Assessments	70,738.86	78,804.00	-8,065.14	89.77%
200. Architectural Fees				
201. Application Fee	525.00			
202. IF - House	500.00			
203. IF - Structures 200/800sf	150.00			
205. IF - Well	150.00			
206. IF - Driveway	225.00			
207. IF - Septic	225.00			
208. IF - Package	1,700.00			
210. IF - Subdivison	600.00			
214. IF - Major Variance	300.00			
215. IF - Mobile Home Pckg	275.00			
200. Architectural Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Architectural Fees	4,650.00	8,000.04	-3,350.04	58.13%
300. Roads				
301. CUT - Road Paving Loan	1,572.86	2,200.00	-627.14	71.49%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
303. Snowplowing - Landowners	260.00			
Total 300. Roads	1,832.86	6,200.00	-4,367.14	29.56%
500. Interest Earned				
501. Savings Interest	473.79	252.00	221.79	188.01%
Total 500. Interest Earned	473.79	252.00	221.79	188.01%
700. Other Income				
701. Miscellaneous	6,408.00			
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	6,408.00	20,485.00	-14,077.00	31.28%
Total Income	84,103.51	113,741.04	-29,637.53	73.94%
Expense				
A00. Roads & Weeds				

Glastonbury Landowner's Association

2006 Budget Variance Report

January through October 2006

	Jan - Oct 06	Budget	$ Over Budget	% of Budget
A01. Contractors - Road Mtce	26,500.00	29,450.04	-2,950.04	89.98%
A02. Contractors - Snow Removal	1,444.54	8,000.00	-6,555.46	18.06%
A03. Contractors - Weed Contrl	1,495.00			
A04. Travel	61.46			
A05. Equipment Reg & Ins	1,152.00	1,600.00	-448.00	72.0%
A06. Equipment Mtce	25.00			
A07. Discounts - Weed Control	150.00	5,000.00	-4,850.00	3.0%
A08. Road Improvement Loan	22,668.96	30,224.00	-7,555.04	75.0%
A11. Miscellaneous	200.00	500.04	-300.04	40.0%
Total A00. Roads & Weeds	53,696.96	74,774.08	-21,077.12	71.81%
B00. Project Review				
B01. Contractors	967.50			
B06. Miscellaneous	250.00	300.00	-50.00	83.33%
B00. Project Review - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Project Review	1,217.50	4,800.00	-3,582.50	25.37%
D00. Recreation				
D03. PVRC	3,617.28	2,100.00	1,517.28	172.25%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	3,617.28	2,200.00	1,417.28	164.42%
E00. Master Plan				
E01. Contractors	309.75			
E03. Administration	131.25			
E04. Legal Fees	144.40			
E05. Miscellaneous	40.32	1,000.00	-959.68	4.03%
Total E00. Master Plan	625.72	1,000.00	-374.28	62.57%
F00. Website				
F01. Contractors - Dev & Mtce	81.67	500.04	-418.37	16.33%
F02. URL/Domain Fee	77.10	252.00	-174.90	30.6%
Total F00. Website	158.77	752.04	-593.27	21.11%
G00. Liens				
G01. Lien Filing	91.90	500.00	-408.10	18.38%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	120.00	500.00	-380.00	24.0%
G04. Miscellaneous	6.50			
Total G00. Liens	218.40	1,150.00	-931.60	18.99%
H00. Discounts				
H01. Assessment Fees	5.00			
Total H00. Discounts	5.00			
J00. Other Projects				
J02. Water Reservoir	433.10			

Glastonbury Landowner's Association

2006 Budget Variance Report

January through October 2006

	Jan - Oct 06	Budget	$ Over Budget	% of Budget
Total J00. Other Projects	433.10			
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,346.50	4,550.04	-2,203.54	51.57%
K02. Contractors - Bookkeeper	1,687.20	3,060.00	-1,372.80	55.14%
K03. Contractors - Accountant	99.75	105.00	-5.25	95.0%
K04. Contractors - Database	411.20	500.04	-88.84	82.23%
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%
K06. Office Supplies	356.74	900.00	-543.26	39.64%
K07. Postage and Delivery	408.33	788.00	-379.67	51.82%
K08. Monthly Board Meetings	2,979.15	3,000.00	-20.85	99.31%
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K10. Cash Advance	1,100.00			
K11. Rent	780.00	480.00	300.00	162.5%
K12. Insurance	6,073.85	4,850.00	1,223.85	125.23%
K13. Taxes	75.39			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	75.22			
Total K00. General Operating Expenses	16,449.20	19,415.62	-2,966.42	84.72%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%
M03. Administration	817.29	300.00	517.29	272.43%
M04. Postage and Delivery	211.35	500.00	-288.65	42.27%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
Total M00. Annual Meeting/Elections	1,103.64	1,675.00	-571.36	65.89%
Total Expenses/Budget	77,525.57	105,766.74	-28,241.17	73.3%
Total Income/Budget	84,103.51	113,741.04	29,637.53	73.94%

----- Original Message -----

From: V. OConnell
Sent: Monday, September 11, 2006 1:48 PM
To: denisemorr@msn.com
Subject: for GLA meeting

Proposal for Glastonbury Roads

Asphalt paving is expensive. The lowest estimate for asphalting to date is $90,000 per mile (if we prep the roads and use 20 feet width x 2.5 inch base or 9,000 tons approx. of mix). This is an estimate from High Country Paving in Belgrade. The alternative is grading as a long term expense that keeps going up. Archie Mann Excavation charges $100.00 per hour in addition to $85.00 per hour for a roller and the same for a water truck. He did suggest that our roads would last longer if GLA hired someone to cut off the wash boarding (bumps) before adding top soil and gravel. Plus, he added that the gravel in the ditches should be retrieved and reused.

His thirty plus years of experience speaks for itself as does his good reputation even among the officials at the county road department. Water should be used every time the dirt roads are graded. Mr. Mann also said that a roller was not needed most of the time (unless adding new top soil) because the cars and tractor will pat down the roads. But, he added we could save the $85.00 per hour expense of the water truck by buying our own water truck. One estimate was $5,500 for a tank and boom on a trailer but this would require a truck and driver to pull it for $25-30.00 per hour. Still, this is a significant savings by itself. Even more of a savings would be to pave all 30 plus miles of roads in the Glastonburys–not possible without raising the membership fees. In any case, paving is the least expensive route. This is why I am proposing that the GLA at least pave the hills in the Glastonburys. All of the hills except for the upper part of South Glastonbury could be paved at an affordable price without raising fees. In fact, if GLA paved only five miles or most of the hills in the Glastonburys, this would be about $5,100 a month payment with a 6.5% interest rate over 10 years (5 x $90,000 = $450,000).

Since the hills are where the roads deteriorate quickly for the worst, this is a viable and practical solution that most members will benefit from. GLA could continue to pave more roads as previous loans get paid down as a long term goal as well. After speaking with numerous people with expertise in this area, please consider this proposal as the best option. Thank you for your time and careful consideration.

Sincerely,
V. O'Connell
54& 56 Taurus Rd. (Lot 5C)
P.O. Box 77, Emigrant
406.223.7679

Glastonbury Landowners Association

Principles to Guide Regionalizing Road Maintenance

Prepared by: William E. Smith, P. E. and
Presented to GLA Board Monday November 6, 2006

1. Separate costs to maintain and improve roads within the Glastonbury Community Road System between North and South, and pay the costs incurred separately from North and South assessments.
2. Further separation of road maintenance and improvement costs will be refined to identify costs required for combinations of roads which serve specific areas within both North and South.
3. Specific community roads in both North and South Glastonbury require greater maintenance and upkeep than other community roads due to terrain, grade of road, level and type of daily vehicle traffic, and amount of snow plowing required in winter weather.
4. Establish a common maintenance baseline for each road, and then develop a standard of measurement by which all landowners within any specific area can be assessed equally for road costs.
5. Bringing all roads up to par in accordance with this maintenance baseline.
6. Require road contractors providing services to GLA to separate costs in their invoices to the roads upon which work was performed.
7. Use impact fees collected from subdivision and construction projects directly on the roads where the impacts occur.
8. Address discrepancies in amount of paving placed in North and South Glastonbury:
   - 8.1. Determine actual lengths of paving placed in North and South;
   - 8.2. Compare these lengths to original amount of paving approved by vote of landowners;
   - 8.3. Determine what benefit funds donated by Church Universal and Triumphant had in the total amount of paving placed;
   - 8.4. Determine what GLA funds were used to pave Story Road from Bank to Story Ranch entrance. (Bank of Rockies, Avalon and Murphy Mobile Home Park also contributed funds to paving, and Park County paid to chip seal. Did Story Ranch contribute funds to this paving?)
   - 8.5. Assign the payment properly proportioned between North and South based on actual lengths of pavement and GLA funds expended;

8.6. Work out repayment by North Glastonbury for over charge to South Glastonbury by payments split 50/50 to date.

9. Benchmark with other HOAs of comparable size in this area to ascertain amount of assessments, costs of road maintenance and other relevant costs and measures.

10. Consider other creative sources of revenue to augment the percentage of current assessments that goes toward road maintenance.

Nov. 6 Meeting

---- Original Message ----
From: Denise Orr
Sent: Wednesday, November 01, 2006 3:39 PM
To: Alyssa Angelis Allen; Catherine Bielitz; Charlene Murphy; Charlotte Mizzi; Dan Kehoe, Jr.; Edward Anderson; Francis Regan; Janet Naclerio; Laura Boise; Neil Kremer; Orlando Johnson; William Smith
Cc: Ronda Alexander
Subject: New Nov. 6 Agenda Item For Your Review

Dear Board,

I'm sending this message to you on behalf of Alyssa (who is on vacation).

Alyssa will propose the important issue below at the Nov. 6 meeting. The issue was just discovered and so we didn't have time to put it on the agenda. Therefore, I'm sending you this information to review now and hopefully it will save time at the meeting when the motion is proposed and voted upon. In addition, Ronda Alexander, who is overseeing the Election Committee, has brought to Alyssa's attention that we will need to have a decision on this policy prior to the annual meeting.

Issue: We have a couple of landowners that are just now being charged for an extra dwelling or additional parcels due to a subdivision. The Board needs to decide and put into the record whether or not these people will be eligible to vote at the annual meeting because they owe money on their land. It doesn't seem appropriate that we should keep them from voting because we didn't get the charges to them in a timely manner. However, this is a decision to be made by the Board.

Potential Motion to Be Made at the Nov. 6 Meeting: "If the GLA doesn't receive payment for new assessments for projects and/or subdivisions billed 30 days prior to the annual elections, the landowners owing will be allowed to vote as long as their previous assessments are current."

Denise

Glastonbury Landowners Association

Principles to Guide Regionalizing Road Maintenance

Prepared by: William E. Smith, P. E. and
Presented to GLA Board Monday November 6, 2006

1. Separate costs to maintain and improve roads within the Glastonbury Community Road System between North and South, and pay the costs incurred separately from North and South assessments.
2. Further separation of road maintenance and improvement costs will be refined to identify costs required for combinations of roads which serve specific areas within both North and South.
3. Specific community roads in both North and South Glastonbury require greater maintenance and upkeep than other community roads due to terrain, grade of road, level and type of daily vehicle traffic, and amount of snow plowing required in winter weather.
4. Establish a common maintenance baseline for each road, and then develop a standard of measurement by which all landowners within any specific area can be assessed equally for road costs.
5. Bringing all roads up to par in accordance with this maintenance baseline.
6. Require road contractors providing services to GLA to separate costs in their invoices to the roads upon which work was performed.
7. Use impact fees collected from subdivision and construction projects directly on the roads where the impacts occur.
8. Address discrepancies in amount of paving placed in North and South Glastonbury:
   - 8.1. Determine actual lengths of paving placed in North and South;
   - 8.2. Compare these lengths to original amount of paving approved by vote of landowners;
   - 8.3. Determine what benefit funds donated by Church Universal and Triumphant had in the total amount of paving placed;
   - 8.4. Determine what GLA funds were used to pave Story Road from Bank to Story Ranch entrance. (Bank of Rockies, Avalon and Murphy Mobile Home Park also contributed funds to paving, and Park County paid to chip seal. Did Story Ranch contribute funds to this paving?)
   - 8.5. Assign the payment properly proportioned between North and South based on actual lengths of pavement and GLA funds expended;

8.6. Work out repayment by North Glastonbury for over charge to South Glastonbury by payments split 50/50 to date.

9. Benchmark with other HOAs of comparable size in this area to ascertain amount of assessments, costs of road maintenance and other relevant costs and measures.

10. Consider other creative sources of revenue to augment the percentage of current assessments that goes toward road maintenance.

Glastonbury Landowners Association

Motion to the Board of Directors
Monday November 6, 2006

Whereas, the GLA Board is empowered and responsible to collect annual assessments and special assessments from the owners of each tract of record in Glastonbury for the purpose of maintaining and improving the Community Road System in both North and South Glastonbury;

Whereas, the GLA Board has found it difficult to maintain specific roads within the Glastonbury Community Road System to the level deemed to be acceptable and required by the landowners served by these roads;

Whereas, Hercules Drive has fallen below a minimum level of condition and the landowners served have rallied together to raise as of the date of this motion, significant funds in the total amount of $14,250.00 to be applied directly toward road improvements on Hercules Drive this fall;

Whereas, the landowners named in Exhibit A of this motion with their individual contribution listed see these funds raised voluntarily for the specific purpose of augmenting the normal GLA funds for road construction, and wish to emphasize this is not their attempt to assume from the GLA Board the primary responsibility of road maintenance throughout the Community Road System;

Now therefore, be it resolved by the GLA Board of Directors that these funds are received by the GLA Treasurer and will be used in total for the timely improvement and reconstruction of Hercules Drive commencing on November 7, 2006 and continuing non-stop every weekday and possibly Saturdays until the scope of work identified in the proposal by Mike Adkins Construction has been completed.

The landowners contributing funds voluntarily to this project are recognized for their individual amount of contribution, and the GLA Board agrees to consider this amount received as part of some future special assessment or increase in annual assessment as may be required to keep pace with required maintenance and improvement of the Glastonbury Community Road System.

EXHIBIT A

Anderson, Carl	$1,000.00
Boyden, Dave	$1,000.00
Brockett, Tim	$1,000.00
D'Argenzio, Enrico/Lynn	$ 250.00
Field, Andrew/Victoria	$ 500.00
Glennon, Margaret	$ 500.00
Hanifan, Phil	$ 500.00
Hunsacker, John	$1,000.00
Johnson, Ev	$1,000.00
Kelly, Jim/Marie	$ 500.00
Owen, Francis	$500.00
Rosa, Mike	$1,000.00
Riley, Dennis	$1,000.00
Spallone, Rich	$1,000.00
Spallone, Ron	$500.00
Spectec [Wunsch, Walter/Regina]	$2,000.00
Tonkin, David	$1,000.00

MIKE ADKINS CONSTRUCTION, INC
PO BOX 32
PRAY, MT 59065
406-333-4408
Licensed-Insured
Fax: 333-9329

PROPOSAL
Nov. 3, 2006

Glastonbury Landowners Assn
PO Box 316
Emigrant, MT 59027

Bid for road maintenance on 2.3 miles of Hercules Road

600 cy gravel, delivered	$ 12,900.00
32 hrs excavator & roller w/water truck as necessary	4,800.00
Bid total	$ 17,700.00

Thank you for considering our proposal on this project.

Mike Adkins

Mike Adkins

Pd on ck # 1038 11-7-06
See other invoice 5,840.00
& put this copy and
letter mailed

2006-12-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 11, 2006

CONFIDENTIAL – DO NOT COPY

1. Call to order

The meeting was called to order by Charlotte Mizzi at 7:10 p.m., at Golden Ratio Woodworks.

PRESENT: Laura Boise (President), Timothy Brockett (Vice-President), Janet Naclerio (Secretary), Edward Anderson, Dan Kehoe, Jr., Charlotte Mizzi, Fancis Regan and Rich Spallone.

ABSENT: William Smith, Orlando Johnson

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary) and Alyssa Angelis Allen

2. Set Agenda

3. Reading and Disposition of Minutes

Nov. 6, 2007 Meeting Minutes: Tabled

UNANIMOUS CONSENT: The Board approved changes presented by Alyssa Angelis regarding the approval conditions of the Newhouse subdivision motion from Nov. 6, 2006 meeting..

4. Treasurer's Report –CM

The Board discussed the Draft of the 2007 Budget and agreed to review & approve it at January meeting.

ACTION ITEM: Charlene will e-mail the Treasurers reports to the Board.

5. Officers' Reports

5.1 Review/discuss Board Meeting Norms (Procedures & Protocol) LB/DO

Laura reviewed the procedure for submitting proposals, complaints and agenda items.

5.2 Procedures Project Plan - LB/DO

Tim will meet with Ronda and Denise concerning the formatting of this project.

5.3 Discuss how to respond to owner concerns re SG letter submitted by OJ-JN. Tabled.

5.4 Brief Review of Attorney Consultation Issues – LB/Executive Committee. (Ombudsman, Complaints, Master Plan, Code of Ethics, Minutes) Tabled.

5.5 Review Policy re: Board Communication w/Landowners - LB

5.6 Review process for bringing items to the Board - LB/DO

Laura & Denise reviewed the procedures for bringing proposals, complaints, and agenda items to the Board for review.

File: MtgMins 12 11 06
Draft: 12 16 15 - Final
Approved: Email late April 2007

5.7 Upcoming Letters to Landowners. Tabled.

5.8 Clarify opening prayer format. Propose statement re: use of Montana Code of Ethics after prayer and mission statement (to be developed) - LB.
Laura reviewed the above issues.
UNANIMOUS AGREEMENT: The Board agreed to develop a vision statement for the GLA.
ACTION ITEM: The Board will bring suggestions for a vision statement to the January meeting.

5.9 K. Ramp request to receive meeting minutes
Denise reported that Kathleen Ramp requested that she receive meeting minutes from the past year and ongoing. The Board discussed.
UNANIMOUS AGREEMENT: The Board did not approve distributing the minutes at this time.
ACTION ITEM: Laura will research the pros and cons of developing an abbreviated version of the Board meeting minutes for landowner review.

5.9 Committee Chair responsibilities and Committee member review by Board - LB
Laura reviewed that the Bylaws require Board approval of Committee members.

6. UNFINISHED BUSINESS - Committee Reports

6.1 Project Review TB/RS

6.1.1 Update re: Newhouse Variance Project - CM

6.2 Road and Weed – WS/RS

6.2.1 Bill to be sent for guard rail damage. In process.
6.2.2 Update re: High South road work. Mostly done; still need to gravel.
6.2.3 Update re: Proposal for NG Gravel Pit. Cancel/take off agenda.
6.2.4 Posting of GLA road signs. William reported there are 30 signs ready to post.
6.2.5 Status on applying for the Weed Spraying Refund. Tabled.

6.4 Community - LB

6.4.1 Discuss Complaint Procedures; Determine Action Strategy for Unresolved Complaints. Brief Discussion.
6.4.2 Valery & Daniel O'Connel's Easement Issue - LB Tabled.
6.4.3 Eleanor Schieffelin Complaint. Tabled.

File: MtgMins 12 11 06
Draft: 12 16 15 - Final
Approved: Email late April 2007

6.5 2007 Budget Committee-Executive Committee/CM

6.5.1 Review/Update 2007 Annual Budget "Draft" (Approved Nov. 6, 2006)

Charlene reviewed & Board briefly discussed.

6.6 Land Use Master Plan - NK Tabled.

6.6.1 Committee Update

6.6.2 Research on MP Expense

7. NEW BUSINESS - Committee Reports, etc.

7.1 Road and Weed – WS.

7.1.1 Discuss GLA road budget. Tabled.

7.1.2 Vehicle insurance. Tabled.

7.1.3 Review Mutual Access Issue/Private Property Rights, etc. -WS

William reported that this was done previously.

7.1.4 Snow Plowing

Charlene asked the Board to determine whether the GLA should be receiving private funds from landowners to snow plow private property.

UNANIMOUS AGREEMENT: Based on insurance and accounting issues, the Board agreed that the GLA should not be in the "snow plowing business."

7.2 Project Review – TB/RS

7.2.1 South Glastonbury Sign Proposal – Leo & Dorothy Keeler.

Leo Keeler withdrew his proposal for exchanging snow removal services from the GLA in return for allowing GLA sign to remain on his property.

7.2.2 Sherry Stenberg 22A-1 (NG)/Residence Application

Rich reported that the PR Committee checked out the residence site and the application appeared to fine.

MOTION: Rich motioned and Tim seconded to approve Sherry Stenberg's residence application with the conditions that the necessary septic permit is btained prior to septic system construction. **Motion carried.**

7.3 Master Plan - NK

7.3.1 Discuss attorney's review on voting/notorization-NK. Pending.

Neil reported that the attorney is currently reviewing this issue

7.3.2 Discuss holding community meeting for review/vote. Tabled.

7.4 Elections/Annual Meeting – LB

7.4.1 Brief Review of Annual Meeting/Discuss Facilitation Assistance. Tabled until January.

File: MtgMins 12 11 06
Draft: 12 16 15 - Final
Approved: Email late April 2007

7.5 Recreation – JN

7.5.1 Letter of Appreciation to PVRC

7.5.2 Update on Donation of Building to PVRC –WS

The PVRC will meet soon and then report back to the Board.

7.6 Community – LB.

7.6.1 Proposal for Security Committee – Sabrina Hanan (NG)

Sabrina addressed the Board concerning the formation of a community safety committee and her reasons for this proposal.

Discussion.

Laura reported that Leo and Dorothy Keeler's neighborhood in SG may adopt a "neighborhood watch" model.

ACTION ITEM: Sabrina will submit her proposal to Denise for distribution to the Board.

ACTION ITEM: Francis and Laura (Community Committee) will meet in January to discuss this issue and review Sabrina's proposal.

7.6.2 Everett Johnston Complaint. Tabled.

8. Comment Period for Visiting Landowners.

9. Review List of Unfinished Business Carried Forward. Tabled.

10. Meeting Adjournment. Next Meeting: January 9 at Golden Ratio Cafeteria.

Note: ***If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.***

File: MtgMins 12 11 06
Draft: 12 16 15 - Final
Approved: Email late April 2007

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

December 11, 2006

1. Call to order

2. Set Agenda

3. Reading and Disposition of Minutes
   Approval of Nov. 6 Meeting Minutes plus updates by Alyssa Allen

4. Treasurer's Report –CM

5. Officers' Reports
   - 5.1 Review/discuss Board Meeting Norms (Procedures & Protocol) LB/DO
   - 5.2 Procedures Project Plan - LB/DO
   - 5.3 Discuss how to respond to owner concerns re SG letter submitted by OJ-JN. (Proposal to table).
   - 5.4 Brief Review of Attorney Consultation Issues – LB/Executive Committee (Ombudsman, Complaints, Master Plan, Code of Ethics, Minutes)
   - 5.5 Review Policy re: Board Communication w/Landowners - LB
   - 5.6 Review process for bringing items to the Board - LB/DO
   - 5.7 Upcoming Letters to Landowners - EC
   - 5.8 Clarify opening prayer format. Propose statement re: use of Montana Code of Ethics after prayer and mission statement (to be developed) - LB.
   - 5.9 Committee Chair responsibilities and Committee member review by Board - LB

6. UNFINISHED BUSINESS - Committee Reports
   - 6.1 Project Review TB/RS
     - 6.1.1 Update re: Newhouse Variance Project - CM
   - 6.2 Road and Weed – WS/RS
     - 6.2.1 Bill to be sent for guard rail damage
     - 6.2.2 Update re: High South road work
     - 6.2.3 Update re: Proposal for NG Gravel Pit.
     - 6.2.4 Posting of GLA road signs
     - 6.2.5 Status on applying for the Weed Spraying Refund
   - 6.4 Community - LB
     - 6.4.1 Discuss Complaint Procedures; Determine Action Strategy for Unresolved Complaints
     - 6.4.2 Valery & Daniel O'Connel's Easement Issue - LB
     - 6.4.3 Eleanor Schieffelin Complaint

6.5 2007 Budget Committee-Executive Committee/CM
6.5.1 Review/Update 2007 Annual Budget "Draft" (Approved Nov. 6, 2006)

6.6 Land Use Master Plan - NK
6.6.1 Committee Update
6.6.2 Research on MP Expense

7. NEW BUSINESS - Committee Reports, etc.
7.1 Road and Weed – WS.
7.1.1 Discuss GLA road budget.
7.1.2 Vehicle insurance
7.1.3 Review Mutual Access Issue/Private Property Rights, etc. -WS

7.2 Project Review – TB/RS
7.2.1 South Glastonbury Sign Proposal – Leo & Dorothy Keeler
7.2.2 Sherry Stenberg 22A-1 (NG)/Residence Application
7.2.3 County standards re: lots within a subdivision, etc. - WS

7.3 Master Plan - NK
7.3.1 Discuss attorney's review on voting/notorization-Neil
7.3.2 Discuss holding community meeting for review/vote

7.4 Elections/Annual Meeting – LB
7.4.1 Brief Review of Annual Meeting/Discuss Facilitation Assistance

7.5 Recreation – JN
7.5.1 Letter of Appreciation to PVRC
7.5.2 Update on Donation of Building to PVRC -WS

7.6 Community – LB.
7.6.1 Proposal for Security Committee – Sabrina Hanan
7.6.1 Ev. Johnston Complaint

8. Comment Period for Visiting Landowners.

9. Review List of Unfinished Business Carried Forward. Tabled.

10. Meeting Adjournment. Next Meeting: January 9 at Golden Ratio Cafeteria.
Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.

IMPORTANT NOTE:
MEETING LOCATION *MAY* CHANGE FOR JAN. 9, 2007.
IF SO, THE CHANGE WILL BE POSTED ON THE GLA WEBSITE (www.GLA-MT.ORG) AT LEAST 3 DAYS PRIOR TO MEETING.

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 8, 2007

CONFIDENTIAL – DO NOT COPY

1. Call to order.

The meeting was called to order by Laura Boise at 7:10 p.m., at Golden Ratio Woodworks.
PRESENT: Laura Boise (President), Timothy Brockett (Vice-President), Janet Naclerio (Secretary), Charlene Murphy (Treasurer), Edward Anderson, Charlotte Mizzi, Orlando Johnson, Dan Kehoe, Jr., Neil Kremer, Francis Regan and Rich. Spallone.
ABSENT: William Smith
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary). Landowners: James Kozlik, Frances Owen and Charles Barker.

WM

2. Opening Prayer – Charlene Murphy

3. Set Agenda.

4. Reading and Disposition of Minutes.

November 6, 2006 Meeting Minutes:
MOTION: Janet motioned and Francis seconded to approve the November 6, 2006 meeting minutes with amendments. **Motion carried.** (2 abstentions: Charlotte & Edward)

December 5 and 11, 2006 Meeting Minutes: TABLED.

5. Treasurer's Report – Charlene Murphy

Charlene distributed and reviewed the "2006 Variance Report "(Jan-Dec 2006); "December 2006 Bank Transactions," "2007 Budget Projections (Draft)."

ACTION ITEM: *Charlene*: Request from Ronda a simplified balance sheet to reflect amount in arrears.

5.1 Review assessment waivers re: homes destroyed in fires-Charlene
MOTION: Charlene motioned and Dan seconded to approve the waiver of 2007 dwelling assessments on South Glastonbury Lots 88-A, 85 and 87. **Motion carried.** (2 abstentions – Neil, Tim and Laura)

Tract 78, SG Request for Home Assessment Waiver Request, 11/29/06 Letter
The Board reviewed pictures and reports concerning a home which had minor fire damage.
MOTION: Tim motioned and Charlotte seconded to deny the request for waiving the assessment on the Tract 78 (SG) dwelling. **Motion carried.** (2 abstentions: Laura and Neil.)

ACTION ITEM: *Denise/Charlene:* Draft /send letter to Tract 78 (SG).

ACTION ITEM: *Denise/Ronda:* Create waiver application form and document policy re: assessment waivers.

5.2 Updated forms: check request, cash advance & accounting codes-DO
Denise distributed updated "Check Request" and "Cash Advance" forms based on newly added accounting codes to these forms.

5.3 Vote for additional approval verification requested by Bank of Rockies-JN

New Policy re: Authorization of Check Signers at Bank of the Rockies:
MOTION: Charlene motioned and Janet seconded to approve the establishment of a new GLA policy, effective January 8, 2007 and into the future: The GLA Executive Committee (President, Vice-President, Secretary and Treasurer) will automatically be authorized as check signers on the GLA's checking account. Each GLA Executive Committee member will also have access to the GLA savings account, safe deposits box and loan information. Any check over $750.00 is to be signed by two Executive Committee members. Additionally, Denise Orr, the current GLA Administrative Secretary will have access to the safe deposit box as long as she is employed by the GLA.
Motion carried. (1 abstention – Laura)

New Internal Policy re: Executive Committee Members Banking Guidelines
MOTION: Charlene motioned and Tim seconded to approve the following policy to be enforced within the GLA: The Executive Committee will initially obtain approval from the GLA Treasurer in writing, via email or fax before accessing either the checking or savings account and, if the Treasurer is unavailable the remaining three Executive Committee members should unanimously grant this approval. This internal policy should also carry over to the safe deposit box and must be in writing, via e-mail or fax. The same guidelines apply if the Treasurer is unavailable and the remaining three executive committee members unanimously grant their approval.
Discussion.
Motion carried. (1 abstention – Laura)

5.4 Elimination of Weed Reimbursement Policy
MOTION: Charlotte motioned and Edward seconded to eliminate the GLA's weed reimbursement policy. **Motion carried.** (1 opposed – Charlene; 2 abstentions - Laura and Janet)

ACTION ITEM: *Denise:* Notify Edward to eliminate weed reimbursement policy from website.

6. Officers' Reports
6.1 GLA Vision Statements

7. UNFINISHED BUSINESS – Committee Reports
7.1 Project Review – Tim Brockett/Rich Spallone (Co-Chairs)

7.1.1 Sherry Stenberg 22A-1 (NG)/Road Access Application – TB/JK
Tim reviewed and referenced his January 5, 2007 e-mail to the Board that included correspondence between Mike Spencer, a land planner for Park County, and him concerning this issue (attached). Jim Kozlik distributed an e-mail from Mike Spencer, dated, January 2, 2007 concerning prescriptive uses of easement. (attached). Discussion.
MOTION: Tim motioned and Rich seconded to deny the request for public access to Sherry Stenberg's subdivision, Parcel 22 (NG).
Discussion.
Amendment: Tim motioned and Rich seconded to add to the above motion: "This decision is based on the Covenants for the Community of Glastonbury, dated September 26, 1997." **Amendment carried.** (1 abstention- Laura)
Amended motion carried. (1 abstention – Laura)

7.2 Road /Weed – William Smith/Rich Spallone (Co-Chairs). TABLED.
7.2.1 Vote approval of posting any GLA road signs not previously approved
7.2.2 Follow-up on guard rail damage – WS
7.2.3 Proposal for sanding

7.3 Community Committee – Laura Boise/Francis Regan (Co-Chairs).
7.3.1 Discuss Action Strategy for Unresolved Complaints. Tabled.

7.3.2 Valery & Daniel O'Connel's Easement Issue - LB
Discussion.
UNANIMOUS AGREEMENT: The Board is not willing to handle the expense of consulting an attorney concerning this issue.
ACTION ITEM: Laura*/Denise:* Draft/send a letter, which includes a quote from the Covenants, to the O'Connels.

ACTION ITEM: *Laura:* Ask William Smith to document the GLA's responsibility for road easements.

7.3.3 Eleanor Schieffelin Complaint. Tabled.

7.3.4 Ev Johnston Complaint – Discuss unresolved issues.

Tim reviewed that he had contacted Johnston concerning issues in Johnston's complaint. Discussion.
ACTION ITEM: *Tim/Denise:* Draft/mail letter to 5 Tenants in Common on Parcel 84 (SG) addressing the unregistered vehicles and shipping container.

7.3.5 Security Sub-Committee-LB/FR
ACTION ITEM: Francis/Laura will present proposal at February meeting.

7.4 Budget Committee – Executive Committee
7.4.1 Review new 2007 Annual Budget "Draft"(Originally approved 11/6/06)
Charlotte and Charlene reviewed the draft.

ACTION ITEM: *Charlene:* Prior to February meeting, Charlene will e-mail updated budget draft to Board members for a final vote.

7.5 Master Plan (LUMP) Committee Report – Neil Kremer (Chair).
7.5.1 MP Mailing from November 2006
Neil reviewed responses received from the MP ballot mailing.

7.5.2 Telephone Call Canvassing
Neil reviewed. The Board generally agreed that further telephone canvassing prior to January 12, would not be worthwhile based on the plan for a new mailing and meeting. (See New Business, 7.5.2 below.)

7.6 Recreation – Janet Naclerio/Edward Anderson (Co-Chairs) TABLED.
7.6.1 Letter of Appreciation to PVRC
7.6.2 Update re: Donation of Building to PVRC

8. NEW BUSINESS: Committee Reports
8.1 Project Review – Tim Brockett/Rich Spallone (Co-Chairs). TABLED.
8.1.1 Discuss GLA road budget.
8.1.2 Vehicle insurance
8.1.3 Follow-up on weed reimbursement grant income
8.1.4 2007 Projected Road Work Checklist

8.2 Road /Weed – William Smith/Rich Spallone (Co-Chairs). TABLED.
8.2.1 Propose recommendations based on meeting with M. Spencer

8.3 Master Plan (LUMP) Committee Report – Neil Kremer (Chair)
8.3.1 Committee Update
Neil distributed "Re: Changes to Master Plan Draft 11/11/06: (to vote on)."

Discussion.
MOTION: Neil motioned and Charlotte seconded to approve the changes on "Re: Changes to Master Plan Draft 11/11/06: (to vote on)" but agreed to keep rather than delete the last two lines under 1.6 Cottage Industries.
Motion carried. (1 abstention – Laura)

8.3.2 Master Plan Meetings and Mailing
The Board agreed to the following:
ACTION ITEMS:
(1) **March 17: Conduct a Master Plan meeting in mid March**, during which landowners will review and vote on the final Draft Master Plan.
(2) **January 24: Conduct a Master Plan Meeting for the Board,** 7 pm, at Charlotte's home, to review final changes in Master Plan and strategize/plan the MP mailing for the March meeting. Denise to send e-mail meeting notice to all Board members.
(3) **February 1:** Neil will send (via e-mail) the final contents of the "MP Package" (ie. Final Draft Master Plan, meeting invitation and ballot) to all Board members for approval.
(4) **February 5** (during scheduled Board meeting): The Board will approve final changes and contents of MP Package.
(5) **February 6:** Xerox contents of MP Mailing.
(6) **February 7:** MP Package completed and mailed.

8.4 Election – Charlene Murphy/ ? (Co-Chairs). Tabled.
8.4.1 Brief Review of Annual Meeting/Discuss Facilitation Assistance

9. Comment Period for Attending Landowners.

10. Meeting Adjournment and Next Meeting. The meeting was adjourned at 10:16 p.m. with no further business. Next Meeting: February 5, 2007, 6:45 p.m., at Golden Ratio Cafeteria.

NEW ACTION ITEMS:

TR010807.1 *Charlene*: Request from Ronda a simplified balance sheet to reflect amount in arrears.

TR010807.2 *Janet/Denise:* Draft/send new policies to Bank of Rockies; document into GLA policies/procedures.

TR010807.3 *Denise:* Notify Edward to eliminate weed reimbursement policy from website. Draft simple statement.

TR010807.4 *Denise/Charlene:* Draft /send waiver approval letters.

TR010807.5 *Denise/Charlene:* Draft /send Tract 78 (SG) response.

TR010807.6 *Denise/Ronda:* Create assessment waiver application form; document in GLA policies/procedures.

PR010807 *Denise/Tim:* Draft/send Stenberg form.

CM010807.1 *Laura/Denise:* Draft/send a letter to the O'Connells

CM010807.2 *Laura:* Ask William Smith to document the GLA's responsibility for road easements.

CM010807.3 *Tim/Denise:* Draft/send letter to 5 landowners on Parcel 84 (SG).

CM010807.4 *Francis/Laura:* Present security proposal at February meeting.

CM010807.5 *Charlene:* E-mail updated budget draft to Board members, prior to February Board meeting for final vote of approval.

CM010807.6 *Board:* Vote on budget sent by Charlene (prior to February meeting).

MP010807.1 *Board:* Master Plan Meeting January 24. Denise e-mail notice to Board.

MP010807.2 *Denise:* Work with Neil re: MP package and planning March MP meeting.

MP010807.3 *Neil:* February 1, send (via e-mail) the final contents of the "MP Package" (ie. Final Draft Master Plan, meeting invitation and ballot) to all Board members for approval.

MP010807.4 *Board:* Vote final changes to MP Package at February 5 meeting.

MP010807.5 ? : February 6 - xerox contents of MP Package.
February 7- complete and mail MP Package.

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Draft: 01 11 07; 01 15 07
Approved:

2007-01-08_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting Agenda
January 8, 2007

1. Call to order

2. Set Agenda

3. Reading and Disposition of Minutes
   Approval of Meeting Minutes: 11/6/06, 12/05/06, 12/11/06

4. Treasurer's Report –Charlene
   - 4.1 Review assessment waivers re: homes destroyed in fires-Charlene
   - 4.2 Updated forms: check request, cash advance & accounting codes-DO
   - 4.3 Vote for additional approval verification requested by Bank of Rockies-JN

5. Officers' Reports
   - 5.1 GLA Vision Statements

6. UNFINISHED BUSINESS - Committee Reports
   - 6.1 Project Review - TB/RS
     - 6.1.1 Sherry Stenberg 22A-1 (NG)/Residence Application - JK
   - 6.2 Road and Weed – WS/RS
     - 6.2.1 Vote approval of posting any GLA road signs not previously approved
     - 6.2.2 Follow-up on guard rail damage – WS
     - 6.2.3 Proposal for sanding
   - 6.3 Community - LB
     - 6.3.1 Discuss Action Strategy for Unresolved Complaints
     - 6.3.2 Valery & Daniel O'Connel's Easement Issue - LB
     - 6.3.3 Eleanor Schieffelin Complaint
     - 6.3.4 Ev. Johnston Complaint – Discuss unresolved issues
     - 6.3.5 Security Sub-Committee-LB/FR
   - 6.4 2007 Budget Committee-Executive Committee/CM
     - 6.4.1 Review new 2007 Annual Budget "Draft"(Originally approved 11/6/06)
   - 6.5 Land Use Master Plan - NK
     - 6.5.1 Committee Update

7. NEW BUSINESS - Committee Reports, etc.
   - 7.1 Road and Weed – WS.
     - 7.1.1 Discuss GLA road budget.
     - 7.1.2 Vehicle insurance
     - 7.1.3 Follow-up on weed reimbursement grant income
     - 7.1.4 2007 Projected Road Work Checklist

over

7.2 Project Review – TB/RS

7.2.1 Propose recommendations based on M. Spencer meeting

7.3 Master Plan - NK

7.3.1 Update

7.4 Elections/Annual Meeting – LB

7.4.1 Brief Review of Annual Meeting/Discuss Facilitation Assistance

7.5 Recreation – JN

7.5.1 Letter of Appreciation to PVRC

7.5.2 Update re: Donation of Building to PVRC

7.6 Community – LB.

8. **Comment Period for Visiting Landowners.**

9. **Review List of Unfinished Business Carried Forward.**

10. **Meeting Adjournment.** Next Meeting: February 8, 2007 at Golden Ratio Cafeteria.
Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during agenda item #2 above.

GCA Copy
1/8/07 Meeting

01/04/07

Glastonbury Landowner's Association

2006 Budget Variance Report

January through December 2006

	Jan - Dec 06	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
106. Dwelling 2004	32.00			
107. Dwelling 2005	1,195.03			
108. Dwelling 2006	24,540.81	30,888.00	-6,347.19	79.45%
125. Land Prior to 2000	25.00			
130. Land 2004	272.00			
131. Land 2005	1,829.52			
132. Land 2006	39,398.83	41,448.00	-2,049.17	95.06%
150. GAV	6,468.00	6,468.00	0.00	100.0%
160. Finance Chrgs Late Accnts	246.84			
161. Penalties Late Accounts	196.77			
100. Parcel Assessment Fees - Other	644.03			
Total 100. Parcel Assessment Fees	74,873.83	78,804.00	-3,930.17	95.01%
200. Project Review Fees				
201. Application Fee	550.00			
202. IF - House	750.00			
203. IF - Structures 200/800sf	150.00			
205. IF - Well	150.00			
206. IF - Driveway	225.00			
207. IF - Septic	225.00			
208. IF - Package	1,700.00			
210. IF - Subdivison	600.00			
214. IF - Major Variance	300.00			
215. IF - Mobile Home Pckg	275.00			
200. Project Review Fees - Other	0.00	8,000.04	-8,000.04	0.0%
Total 200. Project Review Fees	4,925.00	8,000.04	-3,075.04	61.56%
300. Roads				
301. CUT - Road Paving Loan	2,086.95	2,200.00	-113.05	94.86%
302. Knap Weed Refund	0.00	4,000.00	-4,000.00	0.0%
303. Snowplowing - Landowners	0.00			
306. SG Road Assessment ~~Fees~~ Pledges				
306G. Hercules Road	11,450.00			
Total 306. SG Road Assessment Fees	11,450.00			
Total 300. Roads	13,536.95	6,200.00	7,336.95	218.34%
500. Interest Earned				
501. Savings Interest	576.55	252.00	324.55	228.79%
Total 500. Interest Earned	576.55	252.00	324.55	228.79%
700. Other Income				
701. Miscellaneous	6,408.00			
702. Balance Fwd 2005	0.00	20,485.00	-20,485.00	0.0%
Total 700. Other Income	6,408.00	20,485.00	-14,077.00	31.28%

Glastonbury Landowner's Association

2006 Budget Variance Report

January through December 2006

	Jan - Dec 06	Budget	$ Over Budget	% of Budget
Total Income	100,320.33	113,741.04	-13,420.71	88.2%
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	33,394.92	29,450.04	3,944.88	113.4%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	160.00			
A02B. South Glastonbury	120.00			
A02C. High South Glastonbury	160.00			
A02. Contractors - Snow Removal - Other	1,444.54	8,000.00	-6,555.46	18.06%
Total A02. Contractors - Snow Removal	1,884.54	8,000.00	-6,115.46	23.56%
A03. Contractors - Weed Contrl	1,495.00			
A04. Travel	91.46			
A05. Equipment Reg & Ins	1,152.00	1,600.00	-448.00	72.0%
A06. Equipment Mtce	388.22			
A07. Discounts - Weed Control	150.00	5,000.00	-4,850.00	3.0%
A08. Road Improvement Loan	30,225.28	30,224.00	1.28	100.0%
A11. Miscellaneous	239.99	500.04	-260.05	47.99%
A13. Contractors - SG Road Wrk				
A13G. Hercules Road	11,400.00			
Total A13. Contractors - SG Road Wrk	11,400.00			
Total A00. Roads & Weeds	80,421.41	74,774.08	5,647.33	107.55%
B00. Project Review				
B01. Contractors	1,177.50			
B04. Administration	104.00			
B06. Miscellaneous	250.00	300.00	-50.00	83.33%
B00. Project Review - Other	0.00	4,500.00	-4,500.00	0.0%
Total B00. Project Review	1,531.50	4,800.00	-3,268.50	31.91%
D00. Recreation				
D03. PVRC	3,667.48	2,100.00	1,567.48	174.64%
D06. Miscellaneous	0.00	100.00	-100.00	0.0%
Total D00. Recreation	3,667.48	2,200.00	1,467.48	166.7%
E00. Master Plan				
E01. Contractors	588.75			
E03. Administration	389.87			
E04. Legal Fees	144.40			
E05. Miscellaneous	40.32	1,000.00	-959.68	4.03%
Total E00. Master Plan	1,163.34	1,000.00	163.34	116.33%
F00. Website				
F01. Contractors - Dev & Mtce	303.34	500.04	-196.70	60.66%
F02. URL/Domain Fee	181.00	252.00	-71.00	71.83%
Total F00. Website	484.34	752.04	-267.70	64.4%

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Glastonbury Landowner's Association

2006 Budget Variance Report

January through December 2006

	Jan - Dec 06	Budget	$ Over Budget	% of Budget
G00. Liens				
G01. Lien Filing	91.90	500.00	-408.10	18.38%
G02. Travel	0.00	150.00	-150.00	0.0%
G03. Administration	120.00	500.00	-380.00	24.0%
G04. Miscellaneous	6.50			
Total G00. Liens	218.40	1,150.00	-931.60	18.99%
H00. Discounts				
H01. Assessment Fees	5.00			
Total H00. Discounts	5.00			
J00. Other Projects				
J02. Water Reservoir	433.10			
Total J00. Other Projects	433.10			
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,502.50	4,550.04	-2,047.54	55.0%
K02. Contractors - Bookkeeper	1,908.45	3,060.00	-1,151.55	62.37%
K03. Contractors - Accountant	99.75	105.00	-5.25	95.0%
K04. Contractors - Database	463.70	500.04	-36.34	92.73%
K05. Contractors - Attorney	0.00	500.04	-500.04	0.0%
K06. Office Supplies	470.78	900.00	-429.22	52.31%
K07. Postage and Delivery	441.52	788.00	-346.48	56.03%
K08. Monthly Board Meetings	3,149.17	3,000.00	149.17	104.97%
K09. Bank Service Charges	12.50	12.50	0.00	100.0%
K10. Cash Advance	173.99			
K11. Rent	800.00	480.00	320.00	166.67%
K12. Insurance	6,073.85	4,850.00	1,223.85	125.23%
K13. Taxes	624.05			
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	600.00	-600.00	0.0%
K17. Equipment Purchases	43.37			
K18. Miscellaneous	75.22			
Total K00. General Operating Expenses	16,838.85	19,415.62	-2,576.77	86.73%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	500.00	-500.00	0.0%
M02. Travel	21.37			
M03. Administration	1,505.49	300.00	1,205.49	501.83%
M04. Postage and Delivery	424.17	500.00	-75.83	84.83%
M05. Refreshments	297.90	300.00	-2.10	99.3%
M06. Rent	75.00	75.00	0.00	100.0%
Total M00. Annual Meeting/Elections	2,323.93	1,675.00	648.93	138.74%
Total Expenses/Budget	107,087.35	105,766.74	1,320.61	101.25%
Total Income/Budget	100,320.33	113,741.04	-13,420.71	88.2%

1/8/07 Board Meeting Distributed by N. Kremer

Re: Changes to Master Plan Draft 11/11/06: (to vote on)

1.2 Duplexes

OK Duplexes and other multi-family housing are not allowed in the Community. (An owner occupied Duplex maybe considered with a variance process.)

1.5 Travel Trailers (this reverts back to the 11/11/06 draft)

OK Travel trailers are not allowed as residential units except during the construction of a primary residence and for no longer than eighteen (18) months. Recreational travel trailers may be stored on property but predominantly out of view.

1.6 Cottage Industries

Cottage industries are allowed in the Community (See 3.08, 5.07 and 5.08 of the covenants) Above 3 employees a Cottage Industry would be considered "Light Manufacturing" and come under Master Plan 1.7. (See 1.7 Light Manufacturing)

No change keep ~~To maintain the residential nature of our community, Cottage Industries may have a maximum of three (3) employees, not including those who live at the home business site.~~

2.1 Residential Design Recommendations (this wording had been adopted in committee 8/23/06 and was voted in in the 8/28/06 Draft, deleted again in September.)

OK'd **View Shed** - New construction should be situated in such a way that it will not obstruct an existing homeowner's primary view and must uphold reasonable aesthetic standards in harmony with the surrounding terrain. With due consideration for private property rights, neighboring homeowners are encouraged to work with one another and the Project Review Committee in resolving any view shed issues.

6.0 Definitions (pg 13)

OK **Subdivision, Major** - A subdivision which does not qualify for review as a Minor Subdivision according to Park County Subdivision Regulations and the Residential Topographical Area and Density Schedule (Section 3.5). A variance is required for a Major Subdivision.

OK **Subdivision, Minor** - A subdivision containing five or fewer ~~parcels~~ tracts/lots in conformance with Park County Subdivision Regulations and to the Residential Topographical Area and Density Schedule (Section 3.5) where proper access to all Lots is provided.

~~To vote at Committee Meeting~~

Glastonbury Landowner's Association

2007 Budget Projections (Draft)

Projected Income		
100. Assessment Fees for Land and Dwellings		
100. Assessments:133. Land 2007	$ 48,676.00	$ 55,825 - 385 Parcels x $145.00 (-) 3,049 - Uncollectable Lien Accounts (-) 1,305 - Subdivision Waivers (-) 2,795 - Uncollectible 2007 Fees (5%) $ 48,676 - Total Land Assessment Fees
100. Assessments:108. Dwelling 2007	$ 31,147.00	$ 35,235 - 243 Dwellings x $145.00 (-) 2,323 - Uncollectable Lien Accounts (-) 1,765- Uncollectible 2007 Fees (5%) $ 31,147 - Total Assessment Fees
100. Assessments:150. GAV	$ 7,105.00	$ 7,114 - Golden Age Village (49 x $145.00)
100. Total Assessment Fee Income	**$ 86,928.00**	
200. Project Review Fees for Landowner Building Projects		
200. Project Review Fees:201. Application Fee	$ 575.00	Non-refundable Application Fee
200. Project Review Fees:202. IF - House	$ 750.00	
200. Project Review Fees:203. IF - Structures 200/800sf	$ 300.00	
200. Project Review Fees:205. IF - Well	$ 300.00	
200. Project Review Fees:206. IF - Driveway	$ 225.00	
200. Project Review Fees:207. IF - Septic	$ 225.00	
200. Project Review Fees:208. IF - Package	$ 1,700.00	House, Well, Driveway and Septic
200. Project Review Fees:210. IF - Subdivison	$ 750.00	
200. Project Review Fees:214. IF - Major Variance	$ 300.00	
200. Project Review Fees:215. IF - Mobile Home Package	$ 275.00	Mobile Home, Well, Driveway and Septic
200. Project Review Fees:216. Road Use Fee	$ -	Businesses with Employees
200. Total Project Review Fee Income	**$ 5,400.00**	
300. Roads		
300. Roads:301. CUT - Road Paving Loan	$ 2,200.00	1.0% of Loan Interest paid by Church Universal Triumphant
300. Roads:302. Knap Weed Refund	$ 2,000.00	50% Refund from Park County
300. Total Road Income	**$ 4,200.00**	
500. Interest Earned		
500. Interest Earned:501. Savings Interest	$ 300.00	Interest Earned from Savings Account
500. Total Interest Earned Income	**$ 300.00**	
Total 2007 Projected Income	**$ 96,828.00**	

GLA 02295

Glastonbury Landowner's Association

2007 Budget Projections (Draft)

Projected Expenses			
A00. Roads & Weeds			
A00. Roads & Weeds:A01. Contractors - Road Mtce	$	22,340.00	Grading, Gravel, Sanding
A00. Roads & Weeds:A02. Contractors - Snow Removal	$	5,500.00	Snow Plowing, Fences
A00. Roads & Weeds:A03. Contractors - Weed Control	$	4,000.00	Weed Spraying, Mowing
A00. Roads & Weeds:A04. Travel	$	200.00	Inspect Roads & Weeds
A00. Roads & Weeds:A05. Equipment Reg & Ins	$	1,665.00	
A00. Roads & Weeds:A06. Equipment Mtce	$	500.00	
A00. Roads & Weeds:A07. Discounts - Weed Control	$	150.00	GLA Landowner Discount Program
A00. Roads & Weeds:A08. Road Improvement Loan	$	30,225.00	1st National Bank of Rockies
A00. Roads & Weeds:A09. Administration	$	120.00	Correspondence, Postage
A00. Roads & Weeds:A11. Miscellaneous	$	500.00	
A00. Total Road Expenses	**$**	**65,200.00**	
B00. Project Review			
B00. Project Review:B01. Contractors	$	1,300.00	
B00. Project Review:B04. Administration	$	275.00	Correspondence, Postage
B00. Project Review:B05. Legal Fees	$	100.00	
B00.. Total Project Review Expenses	**$**	**1,675.00**	
C00. Complaints			
C00. Complaints:C01. Contractors	$	70.00	
C00. Complaints:C04. Legal Fees	$	200.00	$138.75 paid Jan.'07 (Ulrich)
C00. Complaints:C05. Miscellaneous	$	30.00	
C00. Total Complaing Expenses	**$**	**300.00**	
D00. Recreation			
			$ 1,550 - Liability Insurance
			$ 550 - Electricity
D00. Recreation:D03. Paradise Valley Recreation Center	$	2,100.00	$ 2,100 - Total PVRC Expenses
D00. Total Recreation Expenses	**$**	**2,100.00**	
E00. Master Plan			
E00. Master Plan:E03. Administration	$	200.00	Correspondence, Postage
E00. Master Plan:E04. Legal Fees	$	800.00	$647.50 paid Jan '07
E00. Master Plan:E05. Miscellaneous	$	100.00	
E00. Total Master Plan Expenses	$	1,100.00	
F00. Website			
F00. Website:F01. Contractors - Dev & Mtce	$	300.00	~~$ spent~~
F00. Website:F02. URL/Domain Fee	$	100.00	~~$~~ " "
F00. Total Website Expenses	$	400.00	~~$~~ Spent in 2006
			$484

Glastonbury Landowner's Association

2007 Budget Projections (Draft)

G00. Liens			
G00. Liens:G01. Lien Filing	$	250.00	Fees for Filing a Lien
G00. Liens:G03. Administration	$	750.00	Correspondence, Postage
G00. Total Lien Expenses	**$**	**1,000.00**	
J00. Other Projects			
J00. Other Projects:J03. Procedures	$	3,565.00	Produce Policy & Procedures Manuals
J00. Total Other Projects	**$**	**3,565.00**	
K00. General Operating Expenses			
K00. Operating Expenses:K01. Contractors - Admin Sec	$	4,550.00	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings
K00. Operating Expenses:K02. Contractors - Bookkeeper	$	3,000.00	DeerHeart/Ronda Alexander
K00. Operating Expenses:K03. Contractors - Accountant	$	105.00	Federal & State Tax Filing
K00. Operating Expenses:K04. Contractors - Database	$	750.00	Research & Update Landowner Information
K00. Operating Expenses:K05. Contractors - Attorney	$	500.00	Legal Advice
K00. Operating Expenses:K06. Office Supplies	$	600.00	Letterhead, Envelopes, Labels, etc.
K00. Operating Expenses:K07. Postage and Delivery	$	415.00	Stamps, Shipping
K00. Operating Expenses:K08. Monthly Board Meetings	$	2,850.00	Meeting Minutes, Handouts, Refreshments
K00. Operating Expenses:K11. Rent	$	580.00	GLA File Storage, Board Meetings
K00. Operating Expenses:K12. Insurance	$	6,100.00	GLA Liability Insurance
K00. Operating Expenses:K13. Taxes	$	317.00	Park County Property Taxes
K00. Operating Expenses:K14. Licenses and Permits	$	70.00	Corporate Non-Profit Licensing
K00. Total General Operating Expenses	**$**	**19,837.00**	
M00. Annual Meeting/Elections			
M00. Annual Meeting/Elections:M03. Administration	$	890.00	Nomination & Election Packets, Meeting set-up & Coordination, Meeting Handouts
M00. Annual Meeting/Elections:M04. Postage and Delivery	$	386.00	Nomination & Election Packets
M00. Annual Meeting/Elections:M05. Refreshments	$	300.00	Annual Meeting food
M00. Annual Meeting/Elections:M06. Rent	$	75.00	Emigrant Hall Rental
M00. Total Annual Meeting/Elections Expenses	**$**	**1,651.00**	
Total 2007 Projected Expenses	**$**	**96,828.00**	
Total 2007 Projected Income	**$**	**96,828.00**	
2007 Balanced Projected Budget	**$**	**-**	

Glastonbury Landowner's Association
2007 Budget Draft

Ordinary Income/Expenses	Proposed Budget	Goals and Services
Income		
100. Assessments		
106. Dwelling 2004	0	
107. Dwelling 2005	0	
108. Dwelling 2006	0	
109. Dwelling 2007	$ 26,775.00	Propose a 5% increase on $25,500.00
130. Land 2004	0	
131. Land 2005	0	
132. Land 2006	0	
133. Land on 2006	$40,950.00	Propose a 5% increase on $39,000
150. GAV	$ 6,468.00	
160. Chrgs Late Accnts	0	
161. Penalties Late Accnts	0	
100. Assessments -Other	0	
Total 100. Assessments	**$74, 193.00**	
200. Architectural Fees		
201. Application	$ 570.00	
202. IF - House	$ 667.00	
203. IF - Structure 200/800 sq	$ 200.00	
205. IF Well	$ 200.00	
206. IF Driveway	$ 300.00	
207. IF Septic	$ 200.00	
208. IF Package	$1,700.00	
210. IF Subdivision	$ 800.00	
214. IF Major Variance	$300	

Glastonbury Landowner's Association
2007 Budget Draft

215. IF Mobile Home Package	$ 367.00	
200. Architectural Fees	**$5,304.00**	
300. Roads		
301. CUT - Road Paving Loan	$2,200.00	
302. Knap Weed Refund	$2,500.00	
303. Snow Plowing - Landowners	0	
Total 300. Roads	**$4,700.00**	
500. Interest Earned		
501. Savings Interest	$ 311.00	
Total 500. Interest Earned	**$ 311.00**	
700. Other Income		
701 Misc.	0	
702 Balance forward from 2006	0	
Total 700. Other Income	**0**	
Expense		
A00. Roads & Weeds		
A01. Contractors - Road Mtce	$22,450.00	
A02. Contractor-Snow Removal	$ 5,570.00	
A03. Contractors - Weed	$ 4,500.00	
A04. Travel	$ 184.00	
A05. Vehicle Reg. & Insurance	$ 1,667.00	
A06. Equipment Maintenance	$ 500.00	
A08. Road Improvement Loan	$33,226.00	
A09. Administration	$ 120.00	
A11. Miscellaneous	$ 500.00	

Glastonbury Landowner's Association
2007 Budget Draft

Total A00 Roads & Weeds	**$68,717.00**	
B00. Project Review		
B001 Contractors	$ 720.00	
B004. Administration	$ 271.00	
B005 Legal Fees	$ 100.00	
Total Project Review	**$ 1,090.00**	
C00 Complaints		
C01	$ 70.00	
C04. Legal Fees	$ 200.00	
C05. Miscellaneous	$ 30.00	
Total C00. Complaints	**$ 300.00**	
D00. Recreation		
D03. PVRC Insurance	$ 2,100.00	
D04. PVRC Park Electric	$ 960.00	
Total D00. Recreation	**$ 3,060.00**	
E00. Master Plan		
E-3. Administration	$ 200.00	
E04. Legal Fees	$ 800.00	
E05. Miscellaneous	$ 100.00	
Total E00. Master Plan	**$ 1,100.00**	
F00 Web Site		
F01. Contractors Dev. & Mtce	$ 300.00	
F02. URL/Domain Fee	$ 100.00	

Glastonbury Landowner's Association
2007 Budget Draft

Total F00. Web Site	**$ 400.00**	
G00. Liens		
G01. Lien Filing	$ 800.00	
G02.Travel	$ 50.00	
G03. Administration	$ 500.00	
Total G00. Liens	$ 1,350.00	
J00. Other Projects		
J02. Water Reservoir	$ 433.00	
Total Other Projects	**$ 433.00**	
K00. General Operating Expenses		
K01 Contractors Adm. Sec.	$ 2,941.00	
K02.Contractors - Bookkeeper	$ 3,855.00	
K03. Contractors - Accountant	$ 105.00	
K04. Contractor Database	$ 780.00	
K05. Contractors - Attorney	$ 165.00	
K06. Office Supplies	$ 579.00	
K07. Postage	$ 417.00	
K08. Monthly Board Meeting	$ 3,780.00	
K09. Bank Service Charges	$ 13.00	
K10. Petty Cash	$ 215.00	
K11. Rent	$ 140.00	
K12. Insurance	$ 4,805.00	
K13. Taxes	$ 487.00	
K14. Licenses & Permits	$ 67.00	
K17. Equipment Purchases	$ 40.00	

Glastonbury Landowner's Association
2007 Budget Draft

Total K00 Gen. Operating Expenses	**$ 18,389.00**	
M00. Annual Meeting / Elections		
M03. Administration	$ 890.00	
M04 Postage	$ 386.00	
M05. Refreshments	$ 230.00	
M06. Rent	$ 75.00	
Total M00. Annual Meetings/Ele.	**$ 1,581.00**	

Total Income $84,508
Total Expenses $94,080

Need To Cut $9,572

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 5, 2007

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1. Call to order.

The meeting was called to order by Laura Boise at 7:05 p.m., at the Wellsprings Fireplace Room. (Near Golden Ratio)

PRESENT: Laura Boise (President), Timothy Brockett (Vice-President), Janet Naclerio (Secretary), Charlene Murphy (Treasurer), Edward Anderson, Orlando Johnson, Dan Kehoe, Jr., Neil Kremer, Francis Regan, William Smith and Rich Spallone.

ABSENT: Denise Orr (GLA Administrative Secretary).

ALSO ATTENDING: Landowners: Frances Owen, Cristin Dhieux-Bray, Randy Fowle, Alan and Kirsty Peake, William Irby and Alyssa Angelis Allen.

2. Opening Prayer – Janet Naclerio.

3. Set Agenda.

4. Reading and Disposition of Minutes. Tabled.

5. Guest Speaker.

5.1 Ron Archuleta, District Ranger of the Livingston Ranger District, Gallatin National Forest discussed the program available through federal funding to treat weeds on private land. South Glastonbury is eligible for the emergency restoration program due to the impact of the Big Creek Fire. It was proposed that crews would spray weeds in late April or early May and that the GLA would enter into an agreement on behalf of the landowners involved. The GLA will contact the landowners adjacent to the property before an agreement is signed. Discussion.

6. Treasurer's Report – Charlene Murphy.

Charlene reviewed the January 2007 Bank Transactions. The 2007 Budget Projections (Draft) were distributed. Charlene commented there was a previous motion that GLA Board members are responsible for providing copies of meeting minutes, reports and all other pertinent documents needed for monthly meetings at their own expense. Discussion.

MOTION: Janet motioned and Tim seconded that all GLA Board members shall be provided with all reports, meeting minutes, etc., necessary for the completion of their duties as Board members. These items will be copied by the Administrative Secretary at her usual rate of pay and picked up by each Board member at the Emigrant General Store. **Motion carried.** (1 abstention – Neil).

7. Officers' Reports.

7.1 Code of Ethics Update – LB

Laura reported that a one-page document concerning the Code of Ethics was received from the GLA attorney and will be refined by the Executive Committee.

ACTION ITEM: E-mail Code of Ethics draft to the Board for review.

7.2 Executive Committee Report – LB
It was reported that the Executive Committee would meet one time per month to review the upcoming agenda for the purpose of insuring that nothing falls through the cracks.

7.3 Resignation of Frances Regan – LB/FR
Frances submitted his resignation to the Board (when?). The Board agreed to discuss his resignation in a private meeting following the Board meeting.

8. UNFINISHED BUSINESS - Committee Reports

8.1 Road and Weed – WS/RS

8.1.1 Proposal for sanding – William reported that the project is moving ahead. James Trisdale and others are sanding the GLA roads. There has been a problem with moisture in the sand and, as a remedy, heated dry sand (containing no moisture) will be purchased from a company in Belgrade

8.2 Community – LB/FR

8.2.2 Eleanor Shieffelin Complaint
Charlene reported the response document is almost completed for mailing.

8.2.3 Valery and Daniel O'Connel's Easement Issue
Laura reported the response document is almost completed for mailing.

8.2.4 Ev Johnston Complaint Update
Timothy reported that the document is almost completed for mailing.

8.3 Budget Committee – Executive Committee

8.3.1 2007 Budget Projections (Draft) - CRM
MOTION: Charlene motioned and William seconded to approve the updated 2007 GLA Budget draft, dated ? . **Motion carried unanimously.**

8.4 Master Plan Commity Report- NK

8.4.1 MP Mailing.
Neil reported that changes reflecting landowner input have been made to the Master Plan and the mailing will go out on February 6.

8.4.2 Placing Master Plan and MP Maps on GLA Website
MOTION: Neil motioned and Charlotte seconded to approve placing the PDF file of the Master Plan and maps on the GLA website on February 7, 2007. **Motion carried unanimously.**

9. NEW BUSINESS - Committee Reports

9. 1 Project Review– TB/RS

9.1.1 98-B1 and Lot 98-D (SG)/K. Ramp Application for 2 Wells
MOTION: Tim motioned and Rich seconded to approve Kathleen Ramp's drilling application for Lot 98-B-1 (SG) for the location of a

well at N45 degrees 20.333' , W 110 degrees 51.119' with the following conditions:
1. Should the proposed well be unsuccessful, Kathleen Ramp shall immediately contact the Project Review Committee to review an alternate well location for approval prior to drilling.
2. Any abandoned well must be handled according to state regulations which require one of the following actions to prevent possible groundwater contamination: (a) the well casings be pulled and the holes be filled with bentonite; (b) the well casings be cut off 3 feet below grade and the holes be filled with bentonite.
3. All disturbed land will be reseeded.
4. When complete, a well log will be provided to the GLA.
5. Annual 2007 assessments must be paid before drilling may begin.
6. The well must be set back a minimum of 100 feet from the drainfield and a minimum of 50 feet from the septic tank. **Motion carried unanimously.**

MOTION: Tim motioned and Rich seconded to approve Kathleen Ramp's well-drilling application for Lot 98-D (SG) for the location of a well at N45 degrees 20.355, W 110 degrees 51.326' with the following conditions:
1. Should the proposed well be unsuccessful, Kathleen Ramp shall immediately contact the Project Review Committee to review an alternate well location for approval prior to drilling.
2. Any abandoned well must be handled according to state regulations, which require one of the following actions to prevent possible groundwater contamination: (a) the well casings be pulled and the holes be filled with bentonite; (b) the well casings be cut off 3 feet below grade and the holes be filled with bentonite.
3. All disturbed land will be reseeded..
4. When complete, a well log will be provided to the GLA.
5. Annual 2007 assessments must be paid before drilling may begin.
6. The well must be set back a minimum of 100 feet from the drainfield and a minimum of 50 feet from the septic tank. **Motion carried unanimously.**

9.1.2 Kathleen Ramp Request for Waiver of Impact Fee and Sanitization Bond for Lot 98-D (SG) Well Application.
MOTION: Tim motioned and Rich seconded to deny Kathleen Ramp's request for a waiver of the impact and sanitation fees for her pending project application for drilling a well on Lot 98-D (SG). **Motion carried unanimously.**

9.2 Recreation – Janet Naclerio/Edward Anderson (Co-Chairs)
9.2.1 Letter of Appreciation to PVRC (Removed from Agenda.)
9.2.2 Update re: Donation of Building to PVRC.
A meeting of the PVRC members is in the process of being scheduled.

9.3 Road /Weed – William Smith/Rich Spallone (Co-Chairs).
9.3.1 Discuss GLA road budget. Tabled.
9.3.2 Vehicle liability insurance - CRM
ACTION ITEM: Charlene will check with our insurance company to determine if other drivers are covered under the policy when JT is not driving.
9.3.4 2007 Projected Road Work Checklist. Tabled.

9.4 Website – Edward Anderson
Edward distributed 3 handouts (GLA Landowners Database, GLA Database Survey, GLA Landowners Database.) Discussion.

9.5 Election – Charlene and ? (Co-chairs)
9.5.1 Brief review of annual meeting/discuss facilitation assistance. Tabled until April meeting.
ACTION ITEM: Board members who have comments/suggestions concerning how to improve the annual meeting, should e-mail them to Denise.

10. Comment Period for Attending Landowners. None.

11. Meeting Adjournment and Next Meeting. The meeting was adjourned at 9:35 p.m. with no further business. Next Meeting: March 5, 2007, 6:45 p.m.. Location to be announced.

NEW ACTION ITEMS:

RDWD020507	*Rich:* Contact specific landowners re: Forest Service weed spraying proposal.
EXC020507	*Exec Committee:* E-mail Code of Ethics draft to Board.
EXC020507	*Charlene:* Send approved budget to Board and Denise, etc.
MP020507	*Neil:* Forward Master Plan and maps for GLA Website
PR020507	*Tim/Denise:* Draft/send approval and disapproval notices to K. Ramp.
RDWD020507	*Charlene:*Check with insurance company to determine if other drivers are covered under the policy when JT is not driving.
EL020507	*Board:* Send any comments/suggestions re: how to improve annual meeting to Denise via e-mail.

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Glastonbury Landowners Association
Board of Directors Meeting Agenda
February 5, 2007

1. **Call to order; opening prayer**
2. **Set Agenda**
3. **Reading and Disposition of Minutes (1/8/07; 12/5/06; 12/11/06)**
4. **Treasurer's Report –Charlene**
5. **Officers' Reports**
   - **5.1 Code of Ethics Update - LB**
6. **UNFINISHED BUSINESS - Committee Reports**
   - **6.1 Project Review - TB/RS**
   - **6.2 Road and Weed – WS/RS**
     - **6.2.1 Vote approval of posting any GLA road signs not previously approved**
     - **6.2.2 Follow-up on guard rail damage – WS**
     - **6.2.3 Proposal for sanding**
   - **6.3 Community – LB/FR**
     - **6.3.1 Discuss Action Strategy for Unresolved Complaints.**
     - **6.3.2 Eleanor Schieffelin Complaint.**
     - **6.3.3 Valery & Daniel O'Connel's Easement Issue - LB**
     - **6.3.4 Ev Johnston Complaint Update - TB**
   - **6.4 Budget -Charlene M**
   - **6.5 Master Plan - NK**
     - **6.5.1 MP Mailing**
   - **6.6 Recreation – JN/EA (Co-Chairs)**
     - **6.6.1 Letter of Appreciation to PVRC**
     - **6.6.2 Update re: Donation of Building to PVRC**
   - **6.7 Web Site – EA (Chair)**
   - **6.8 Election – Charlene / ? (Co-Chairs)**
     - **6.8.1 Brief Review of Annual Meeting/Discuss Facilitation Assistance**
7. **NEW BUSINESS - Committee Reports**
   - **7.1 Project Review– TB/RS**
     - **7.1.1 Lot 98-D and 98-B1 (SG)/K. Ramp Application for 2 Wells**
   - **7.2 Road/Weed – WS/RS**
     - **7.2.1 Propose recommendations based on meeting with M. Spencer**
     - **7.2.2 Discuss GLA road budget.**
     - **7.2.3 Vehicle insurance**
     - **7.2.4 Follow-up on weed reimbursement grant income**
     - **7.2.5 2007 Projected Road Work Checklist**
     - **7.2.6 Determine where to locate fencing for major snow drift areas.**
     - **7.2.7 Discuss logging of live trees in High South**
     - **7.2.8 Review Forest Service Request re: Weed Spraying & GLA Response**
   - **7.3 Community – LB/FR**
     - **7.3.1 Update on handling "security issues" LB/FR**
   - **7.4 Budget -Executive Committee -Charlene**
     - **7.4.1 Approval of Additional Changes to 2007 Budget**
   - **7.5 Master Plan - NK**
   - **7.6 Recreation – JN/EA (Co-Chairs)**
   - **7.7 Web Site – EA (Chair)**
8. **Comment Period for Visiting Landowners.**
9. **Review List of Unfinished Business Carried Forward.**
10. **Meeting Adjournment. Next Meeting Date: March 5, 2007 at Golden Ratio Cafeteria.**
    (If the meeting location changes, it will be posted on the GLA website on the day of the meeting.) Note: If the Board receives additional items that need to be addressed at the meeting, these will be announced and added to the agenda during item #2 above.

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Draft*

March 5, 2007

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1. **Call to Order and Opening Prayer**
   The meeting was called to order by Laura Boise at 7:01 p.m., at Charlotte Mizzi's home in North Glastonbury. Janet Naclerio gave the opening prayer.
   PRESENT: Laura Boise (President), Timothy Brockett (Vice-President), Janet Naclerio (Secretary), Charlene Murphy (Treasurer), Edward Anderson, Orlando Johnson, Dan Kehoe, Jr., Neil Kremer, Charlotte Mizzi, Francis Regan, William Smith and Rich Spallone.
   ABSENT: None.
   ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); Landowner: Alyssa Angelis.

2. **Set Agenda**

3. **Reading and Disposition of Minutes (1/8/07; 2/5/07; 12/5/06; 12/11/06) – Tabled.**

4. **Treasurer's Report – CRM (Charlene)**
   Charlene distributed and reviewed the financial reports. She also distributed "Treasurer's Report 3-5-07" containing additional information regarding GLA's tax exempt status, insurance for snow truck, snowplowing the road to Jim Kelly's house, Board liability insurance, combined PVRC and Glastonbury Insurance and an idea for chip sealing NG roads. She reported that 35% of the assessments have been received as of this date.
   ACTION ITEM: Charlene – Check with insurance company re: coverage on creek easement.

5. **Officers' Reports**
   5.1 Executive Committee – LB, TB, JN, CRM
   5.1.1 Proposed mode of delivery of Board materials
   UNANIMOUS AGREEMENT: Procedure: The Board agreed that confidential information for Board members would be mailed by USPS to Board members prior to board meetings when necessary. Non-confidential meeting materials will be left in sealed envelopes at the Emigrant Store. All other materials will be emailed to Board members. Board members will bring their own hard copies of meeting materials to meetings unless they specifically request Denise to bring them.

   5.1.2 Clarification re: Board materials to be xeroxed prior to meeting
   See 5.1.1 above

   5.1.2 Update - Code of Ethics.
   Discussion included review of Code of Ethics document revised by atty Joe Swindlehurst and forwarded to Laura on January 30 via email.
   MOTION: Timothy motioned and Dan seconded to accept and adopt the "Board of Directors Ethics/Conflict of Interest Policy" as official policy and code for Board members. **Motion carried. (1 abstention from Orlando)**

   5.1.3 Procedure/flowchart for routing landowner concerns
   Ronda reviewed landowner concerns and proposed a flow chart for receiving and handling them. Discussion.

   5.1.4 PVRC Bylaws *(This item replaces 7.4 below)*
   Laura reported that Bylaws for the PVRC were under review. Charlotte reviewed some of the PVRC history. Tim reported that he is researching how non-profit status can be acquired.

ACTION ITEM: Charlotte: Bring lists of bylaw recommendations for the PVRC from residents and nearby landowners to the next meeting.
ACTION ITEM: Timothy, Laura, Janet, Charlene, Edward, Charlotte and Orlando to meet at Charlotte's home on Friday, 7 p.m., to discuss PVRC bylaws, etc.

5.1.5 Status of Finding a new Location for Board Meetings *(Added to Agenda)*
Laura reported: Emigrant Hall could be rented for $50/meeting. St. John's Church in Emigrant had been contacted about our interest in holding Board meetings in their meeting area; their response is pending.

6. UNFINISHED BUSINESS - Committee Reports

7. NEW BUSINESS - Committee Reports
7.1 Project Review– TB/RS
7.1.1 Parcel 40-B (SG) – R. Wallace Home Construction
Prior to discussion of the project on 40-B (SG), the board discussed Robert's previous application for lot 40-C (SG) (approved in Oct. 2006). There is a concern that the driveway for this home is not in compliance with driveway standards.
ACTION ITEM: Tim or Rich will contact R Wallace to discuss bringing 40-C (SG) home driveway up to standard.
Review of 40-B (SG) Home Construction
Discussion included a motion that failed.
MOTION: Tim motioned and Charlotte seconded that Robert's application can't be approved until previous violations with 40-C (SG) are corrected. This includes violations to the GLA Standards, Covenants, Master Plan or anything that isn't in compliance with the same. **Motion fails** (abstentions from Neil, Charlene, Dan, Janet and Orlando).
UNANIMOUS AGREEMENT: The board agreed that this application is put on hold until the April 2, 2007 board meeting.
ACTION ITEM: Board to send email suggestions to Tim concerning revisions to the above motion. The Board will then revisit this motion at the April Board meeting.

7.1.2 Parcel 32-A (NG) – E. Anderson Well Application
Tim reported that E. Anderson's well is in compliance with the GLA standards.
MOTION: Tim motioned and Charlene seconded to approve the application for Edward. Anderson's drilling on Parcel 32-A (NG) for a well at the location of N45 degrees 22.485 with the following conditions:
1. Should the proposed well be unsuccessful, Edward Anderson shall immediately contact the Project Review Committee to review an alternate well location for approval prior to drilling.
2. Any abandoned well must be handled according to state regulations which require one of the following actions to prevent possible groundwater contamination: (a) the well casings be pulled and the holes be filled with bentonite; (b) the well casings be cut off 3 feet below grade and the holes be filled with bentonite.
3. All land disturbed will be reseeded.
4. When completed, a well log will be provided to the GLA.
5. Any future drainfield must be set back a minimum of 50 feet from the well.
Discussion. **Motion carried unanimously.**

7.2 Road/Weed – WS/RS

7.2.1 Review recommendations based on meeting with M. Spencer - TB
Tim met with Mark Inman, Park County Planning Commissioner, and reported that he learned that the commissioners foresee a lot of growth in Paradise Valley and transportation challenges with emergency vehicles. The biggest issues the planners are focusing on have to do with controlling growth and making road and traffic efficient.
ACTION ITEM: Board members and landowners will get together to develop a position paper on behalf of Glastonbury landowners and post it on the county's website and GlA's website.

7.2.2 Review Public Road Easement for Stenberg Subdivision – James Kozlik
James Kozlik, who was assisting in the previously-approved Stenberg subdivision on Lot 22-A (NG), reported that the county has a new subdivision regulation that requires road access to a subdivision be dedicated as public right-of-way. Since all GLA roads are private, James asked the board to consider changing GLA roads from private to public in order to allow landowners to meet the new subdivision regulations. Discussion.
ACTION ITEM: James Kozlik and William Smith will write a fact sheet regarding the new county subdivision regulations, and forward it to the Board for their review.

7.2.3 Discuss GLA road budget – CRM
William Smith reported that the road budget is working out o.k.

7.2.4 Report re: weed reimbursement grant income – WS
William Smith reported that torodon (weed poison) will be delivered to Ed Schilling, who will store it for the GLA. Ed will attend a Road/Weed Committee meeting and propose an amount that landowners can pay him for spraying torodon on private land.
ACTION ITEM: William: Report Ed Schilling's torodon proposal amount at April meeting.

7.2.5 2007 Projected Road Work Checklist - WS/RS – Tabled.

7.2.6 Update: GLA's contact of landowners re: Request of Forest Service to Weed Spray - WS
ACTION ITEM: Executive Board members will handle contacting landowners re: the request of the Forest Service to weed spray.

7.2.7 Update re vehicle liability insurance – CRM
Charlene reported that she has handled GLA liability insurance.

7.2.8 Signature on GLA Responses to Complaint Letters - LB
Unanimous Agreement: The Board agreed that when it issues a response letter to a complaint, it will come from the entire GLA Board of Directors unless the Board decides that the signature should come from an individual Board member.

7.3 Master Plan – NK

7.3.1 Update re: help needed for MP Community Meeting on March 24
Discussion. Board members volunteered to help with meeting tasks.

7.4 Recreation – JN/EA (Co-Chairs) See 5.1.4 above

7.4.1 Update re: Donation of Building to PVRC

Janet distributed an informational sheet titled "PVRC Ideas."
Discussion occurred re: the potential donation of a building to the PVRC and various considerations and questions concerning the donation.

7.5 Web Site – EA (Chair) – Tabled.

8. Comment Period for Visiting Landowners. None.

9. Meeting Adjournment and Next Meeting.

The meeting was adjourned at 10:45 p.m. with no further business. Next Meeting: April 2, 2007, 6:45 p.m. Location to be announced.

2007-03-05_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting Agenda
March 5, 2007

IMPORTANT NOTE:
THE LOCATION OF THE GLA BOARD OF DIRECTOR MEETINGS IS IN THE PROCESS OF CHANGING. THE MARCH 5TH MEETING LOCATION WILL BE POSTED ON THE GLA WEBSITE BY SUNDAY, MARCH 4th.

1. **Call to order; opening prayer**
2. **Set Agenda (*All proposed agenda items must be submitted to the appropriate Board Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these items should be added to the agenda.)***
3. **Reading and Disposition of Minutes (1/8/07; 2/5/07; 12/5/06; 12/11/06)**
4. **Treasurer's Report – CRM (Charlene)**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB, TB, JN, CRM**
     - **5.1.1 Proposed mode of delivery of Board materials**
     - **5.1.2 Clarification re: Board materials to be xeroxed prior to meeting**
     - **5.1.2 Update - Code of Ethics**
     - **5.1.3 Procedure/flowchart for routing landowner concerns**
6. **UNFINISHED BUSINESS - Committee Reports**
7. **NEW BUSINESS - Committee Reports**
   - **7.1 Project Review– TB/RS**
     - **7.1.1 Parcel 40-B (SG) – R. Wallace Home Construction**
     - **7.1.2 Parcel 32-A (NG) – E. Anderson Well Application**
   - **7.2 Road/Weed – WS/RS**
     - **7.2.1 Review recommendations based on meeting with M. Spencer - TB**
     - **7.2.2 Review Public Road Easement for Stenberg Subdivision – James Kozlik**
     - **7.2.3 Discuss GLA road budget – CRM**
     - **7.2.4 Report re: weed reimbursement grant income - WS**
     - **7.2.5 2007 Projected Road Work Checklist - WS/RS**
     - **7.2.6 Update: GLA's contact of landowners re: Request of Forest Service to Weed Spray - WS**
     - **7.2.7 Update re vehicle liability insurance – CRM**
     - **7.2.8 Signature on GLA Responses to Complaint Letters -LB**
   - **7.3 Master Plan – NK**
     - **7.3.1 Update re: help needed for MP Community Meeting on March 24**
   - **7.4 Recreation – JN/EA (Co-Chairs)**
     - **7.4.1 Update re: Donation of Building to PVRC**
   - **7.5 Web Site – EA (Chair)**
8. **Comment Period for Visiting Landowners.**
9. **Meeting Adjournment. Next Meeting Date: April 2, 2007.**

3/5/07 MK

Treasurer's Report 3-5-07

Re: GLA tax exempt status

Tom Shellenburg – Landowner's Associations never pay federal income taxes because they are "Not for Profit" organizations
Helena has us listed as non-profit but does not list which kind- that requires federal application
The IRS has never received an application for any specific non-profit status

GLA Insurance for Snowplow Truck
With Progressive Ins Co. under the Western States Ins Co. ($880/year)
It is easy to add another driver to the policy, **if they are older and have a clean driving record** the premiums do not go up. Another driver can be easily added as needed.
Doug Nash: another snowplower who helped us out when JT was not available in Feb. Doug uses his own truck and charges $40/ hour.

JT using our truck charges $20/hour. JT reminded us that driving a heavy truck takes experience and $3800 in damage was done to the truck by an experienced driver in the past.

Snowplowing road to Kelly's house:
Covenants, Section 8.01 on page 18 states: The Association road maintenance responsibility is limited by and conditioned upon the Landowner's individual and collective payment of and aggregate amount of the 'annual community assessment' as provided in Section 11 The association is not obligated to provide maintenance or snowplowing in excess of the amount that has been paid by Landowners through the annual assessment.

Board Liability Insurance
With Western States Ins Co. $1,340 per year

Combined PVRC and Glastonbury Ins
With Key Ins Co in Livingston $6,100
(Used to be with Western States but they were going to raise premiums to over $10,000 and JT found cheaper rates with Key Ins Co)
COVERS: Common Lands, 20 acres in NG, and 20 acres in SG, liability for fire pond in SG, and all roads and streets in N&S Glast.
??should creek easements/access be added??
BUT it does not cover soccer fields because this had not been updated.
They are working on a quote for the soccer fields and building there. They asked if there were bleachers and if the parking lot was fenced off, size and construction of building (cinder block or stick built)
They are also working on a quote for a community center building –see PVRC notes

An idea for chip sealing NG roads
Old estimate about $60,000 to chip seal (3.2 miles at 15 cents per sq. ft.)
Could save $15,000 over 4 years to pay for this

2007-04-02_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Draft*

April 2, 2007

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.** The meeting was called to order by Laura Boise at 7 p.m., at Golden Ratio Woodworks in Emigrant.
   PRESENT: Laura Boise (President), Tim Brockett (Vice-President), Janet Naclerio (Secretary), Charlene Murphy (Treasurer), Gerald Dubiel, Dan Kehoe (left at 9:30 p.m./proxy to Neil), Eleanor Scheffelin (replacement), Edward Anderson (left at 10:30, gave proxy to Charlotte), Charlotte Mizzi, Paul Ranttalo, William Smith and Rich Spallone.
   ABSENT: Orlando Johnson
   ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); **Landowners:** Robert Wallace, Ian Scott and Alyssa Angelis.

2. **Set Agenda**

3. **Treasurers' Report – Charlene Murphy**
   3.1 Monthly Reports: Charlene reviewed "Check Detail, March 2007" and "Check Deposit, March 2007" and the "2007 Budget Variance Report, January – March 2007."
   UNANIMOUS AGREEMENT: The Board agreed to accept the above reports.

   3.2 Update re: potential liens
   Charlene reviewed status of old liens and reported that 15 new 60-day lien warning letters were sent out to landowners /past due assessments of $264 or more. 6 landowners have responded as of 4/2/07.

   3.3 Discuss possible use of collection agency or other solutions
   Discussion included reasons why 20 landowners w/liens have not paid assessments (eg. Hardship cases; refusal to pay out of protest, etc.) and contacting these landowners to negotiate payment plans. Laura volunteered to call landowners.
   ACTION ITEM: Charlene/Tim – bring a proposal concerning how the GLA can approach collection of past due assessment to the Board at the May meeting.

   3.4 Update on Insurance
   Charlene reviewed information on insurance for the GLA. See "Treasurer's Report, April 2, 2007" that Charlene distributed to Board members.

   3.5 Bookeeper Resignation *(added to agenda)*
   Ronda Alexander is resigning from the bookkeeper position due to health issues. She is willing to continue as bookkeeper until a replacement is found and trained.
   Discussion included sending out an announcement w/job description to the community.

4. **Officers' Reports**
   4.1 Executive Committee – LB, TB, JN, CRM
   4.1.1 Procedure/flowchart for routing landowner concerns. Tabled

   4.1.2 Read Mike Inman's letter about the County's position on the road easement issue – LB
   Tim reviewed the April 2, 2007 Park County Memo.
   ACTION ITEM: Tim – Research & get clarification re: the Park County memo and report back to the Board.
   Discussion was continued in agenda item 5.1.2 below.

   4.1.3 Update on PVRC Bylaws
   Discussion.
   ACTION ITEM: Board – send final input to Laura PVRC Committee.

ACTION ITEM: Laura – send proposed Bylaws to Board once final input is received.

4.1.4 Discuss whether it's necessary to hold a special Board meeting to review the allegations made at 3/24/07 Master Plan meeting – TB

Tim reviewed a "fact sheet" that he compiled concerning allegations made by Robert Wallace regarding Tim's alleged threat to sue him over Covenant violations by tenants-in-common on Robert's Parcel 84 (SG). Tim reviewed that he had actually told Robert that a neighbor may sue him concerning these violations. Robert Wallace explained his side of the story. He also stated he had emailed his tenants-in-common to handle Covenant violations on Parcel 84 (SG), but that he didn't assume responsibility for those violations. Robert questioned whether Tim should remain as a Board member as he felt that Tim had threatened him none-the-less. Ian Scott asked the Board for Tim's resignation. Discussion. Robert Wallace stated he didn't want to pursue the above issue and deferred to the GLA Board regarding Tim's position on the Board.

UNANIMOUS AGREEMENT: The Board agreed that it would not hold a special meeting or to pursue the issues associated with the above dispute.

5. UNFINISHED BUSINESS - Committee Reports

5.1 Project Review– TB/RS

5.1.1 Parcel 40-B (SG) – R. Wallace Home Construction

Tim reviewed how this application had been put on hold at the March 5, 2007 board meeting because Robert had not fulfilled the preliminary review conditions regarding his driveway on 40-C (SG) that he had agreed to fulfill on October 10, 2006. Since the March 5, 2007 meeting, Robert has fulfilled the requirements and meets the preliminary review conditions. Discussion re: 40-C and 40-B (SG) applications.

MOTION: Tim motioned and Rich seconded to approved Robert Wallace's 40-B (SG) construction application for a home, driveway and septic system with the following conditions: (1) Necessary septic permit is obtained prior to septic system construction; (2) Necessary electrical permit is obtained prior to electrical work starting; (3) That a plumbing permit is obtained prior to plumbing system construction; (4) That disturbed land be reseeded after construction and before the house is sold; (5) That a well application be submitted and approved before well drilling commences, and; (6) That the center of the house be located at N 45 degrees 19.647 minutes and W 110 degrees 48.604 minutes.

Discussion.

Motion Carried Unanimously.

5.1.2 Create a Committee to begin Researching the Public Road Easement - NK

Discussion. The Board agreed to have Neil, Rich, Tim and William create a temporary committee to research the public road easement issue.

ACTION ITEM: Temporary Public Road Easement Research Committee – Meet with Mark Hartwig, attorney, to determine how to contact landowners about this issue. Bring recommendations and proposals to the next Board meeting.

5.1.3 Revisit 3/5/07 processing applications w/Covenant violations motion, etc. - TB

The Board reviewed and discussed Tim's motion from the March 5, 2007 Board Meeting and his drafted motion dated April 2, 2007 (below) which he emailed and also distributed to the Board.

"Motion and Proposed Procedure for How the GLA Handles Applications for Landowners with Violations" April 2, 2007, authored by Timothy Brockett

In keeping with Section 3:19 of the Glastonbury Covenants, a landowner shall be in compliance with the GLA Covenants, Standards, preliminary project review approval conditions and Master Plan for all structures and improvements to their property before receiving approval for a new project. In the case where a clear violation does exist, the landowner shall make a good faith effort to rectify the violation.

PROCEDURE:

1) The Project Review Committee presents the application to the Board and provides documentation of the Covenant and/or other violation (s) as detailed in the above motion. Documentation may include photos and letters of complaint submitted by nearby landowners to the Board and any letters sent by the Board to the landowner regarding the violation (s).

2) The Board reviews the information to determine if the application should be put on hold until the landowner has made a "good-faith effort" to correct any clear violation(s) of the Covenants, Standards, Master Plan, etc. A vote by the Board shall follow.

3) If the Board determines that the application shall be put on hold, then the following steps shall take place:

a) The Board shall discuss possible action that it will recommend be taken to correct the violation(s), considering what is reasonable and feasible for the particular situation.

b) A letter shall be written from the Project Review Committee and the Board to the applicant that details the Covenant and/or other violation(s) and explains what needs to be done in order for the application to be considered by the Board for review.

c) When an applicant has taken action to correct the violation(s), the Project Review Committee will be contacted by the applicant. The Project Review Committee shall inspect the site and report to the Board.

d) The Board shall review the report and determine if a good-faith effort has been made to remedy the violation(s). A vote shall then be taken to determine if the Board shall proceed to process the project application.

4) If the Board determines that the applicant is not in violation of the Covenants, Standards, Master Plan, etc., it shall proceed to review and process the application.

MOTION: Tim motioned and Rich seconded to approve Tim Brockett's proposed "Motion and Procedure for How the GLA Board Handles Applications for Landowners with Violations" dated April 2, 2007, with the following addition to be included as the first line of Procedure #1: "The Project Review Committee will first meet with the applicant on site to discuss the possible violation." **Motion Carried. (1 abstention – Dan Kehoe)**

Discussion.

MOTION: Tim motioned and Eleanor motioned to amend the above motion by adding the following line to Procedure # 3: "The Board does not consider it to be the responsibility of the applicant when violations are committed by the applicant's tenants in common." With this amendment we accept the entire motion amended in its totality. **Motion carried unanimously.**

"Procedure for How the GLA Handles Applications for Landowners with Violations" Approved 4/2/07 (Based on above motion & amendments)

In keeping with Section 3:19 of the Glastonbury Covenants, a landowner shall be in compliance with the GLA Covenants, Standards, preliminary project review approval conditions and Master Plan for all structures and improvements to their property before receiving approval for a new project. In the case where a clear violation does exist, the landowner shall make a good faith effort to rectify the violation.

PROCEDURE:

1) The Project Review Committee will first meet with the applicant on site to discuss the possible violation. If there is a violation, the Committee will present presents the application to the Board and provides documentation of the Covenant and/or other violation s) as detailed in the above motion. Documentation may include photos and letters of complaint submitted by nearby landowners to the Board and any letters sent by the Board to the landowner regarding the violation(s).

2) The Board reviews the information to determine if the application should be put on hold until the landowner has made a "good-faith effort" to correct any clear violation(s) of the Covenants, Standards, Master Plan, etc. A vote by the Board shall follow.

3) The Board does not consider it to be the responsibility of the applicant when violations are committed by the applicant's tenants in common. If the Board determines, however, that the application shall be put on hold, then the following steps shall take place:

a) The Board shall discuss possible action that it will recommend be taken to correct the violation(s), considering what is reasonable and feasible for the particular situation.

b) A letter shall be written from the Project Review Committee and the Board to the applicant that details the Covenant and/or other violation(s) and explains what needs to be done in order for the application to be considered by the Board for review.

c) When an applicant has taken action to correct the violation(s), the Project Review Committee will be contacted by the applicant. The Project Review Committee shall inspect the site and report to the Board.

d) The Board shall review the report and determine if a good-faith effort has been made to remedy the violation(s). A vote shall then be taken to determine if the Board shall proceed to process the project application.

4) If the Board determines that the applicant is not in violation of the Covenants, Standards, Master Plan, etc., it shall proceed to review and process the application.

5.4 Approving Past Minutes Via Email *(Added to Agenda)*

UNANIMOUS APPROVAL: The Board will review and approve past meeting minutes via email when unable to do this at Board meetings. Any suggested changes/edits to the initial draft minutes should be emailed to Denise who will include them in final drafts to be emailed to the Board for final approval.

6. NEW BUSINESS - Committee Reports

6.1 Project Review – TB/RS

6.1.1 41-C & B (SG) Aza Ziegler Applications for 2 wells

Discussion.

Lot 41-C (SG) Well Application, Aza Ziegler
MOTION: Tim motioned and Rich seconded to approve Aza Ziegler's application for a well on Lot 41-C (SG) with the following conditions: (1) Any abandoned well must be handled according to State regulations which require one of the following actions to prevent possible groundwater contamination; (a) the well casings be pulled and the holes be filled with bentonite; (b) the well casings be cut off 3 feet below grade and the holes be filled with bentonite, (2) when completed, a well log will be provided to the GLA, and; (3) disturbed land be reseeded after construction. **Motion carried unanimously.**

Lot 41-B (SG) Well Application, Aza Ziegler
MOTION: Tim motioned and Charlene seconded to approve Asa Ziegler's application for a well on Lot 41-B (SG) with the following conditions (1) That necessary septic permit is obtained prior to septic system construction; (2) That plumbing permit is obtained prior to plumbing system construction; (3) That disturbed land be reseeded after construction; (4) that project is in compliance with all subdivision covenants; (5) that assessment fees are made current and the project impact fee & sanitation bond is paid as follows: Annual assessments for Lots 41 B & C; $132 + $132; Project Impact fee: $425, Refundable Sanitation Bond: $250. **Motion carried.**

6.1.2 56-A2 (SG) Alan Carter Residential Construction application
Neil Kremer reported that Alan Carter is the new owner of Lot 56-A2 as 3/26/07. Tim reviewed the application with Alan's revised driveway location.
MOTION: Tim motioned and Eleanor seconded to approve Alan Carter's updated home application, including a revised driveway location with the following conditions: (1) that necessary septic permit is obtained prior to septic system construction; (2) that necessary electrical permit is obtained prior to electrical work starting; (3) That plumbing permit is obtained prior to plumbing system construction, and; (4)) That disturbed land be reseeded after construction. **Motion carried. (1 abstention – Neil)**

6.2 Road/ Weed – WS/RS

6.2.1 Fees for torodon (stored by Ed Schilling) for private landowners - WS Tabled.

6.2.2 2007 Projected Road Work Checklist - WS/RS Tabled.

6.2.3 Update: Forest Service Request to Weed Spray - WS Tabled.

6.2.4 Report re: guard rail – WS Tabled.

6.2.5 Proposal for chip sealing – WS/RS/OJ Tabled.

6.2.6 Road Access Fact Sheet – WS/JK Tabled.

6.2.7 Vote approval of posting any GLA road signs not previously approved - WS
ACTION ITEM: William and Rich will email information to the Board regarding the above agenda items 6.2.1 – 6.2.7.

6.2.8 Road Grading on Dry Creek Road – NK *(added to agenda)*
Neil reported that the recent grading "flattened out" rather than "crowned" the road. Discussion.

ACTION ITEM: Neil – Call County Commissioners Ed Hillman and Larry Lahren to discuss Dry Creek Road grading issue as reported above.

6.3 Master Plan – NK

6.3.1 Update re: 3/24/07 Master Plan Meeting and Landowner Vote of Approval
Neil reviewed that the Master Plan was approved and was filed with "Exhibit B" attachment (describing voting details) at the Park County Courthouse in Livingston, MT.
ACTION ITEM: Denise– Send copies of the approved Master Plan that has been filed with the County to all Board members.
ACTION ITEM: Edward – post new Master Plan on GLA website.

6.4 Recreation – JN/EA (Co-Chairs)

6.4.1 Update re: Donation of Building to the PVRC – WS/TB
Discussion included details concerning PVRC possibly receiving multifunctional building from a local donor and the possibility that it may also be sold to a landowner.

6.5 Community Committee

6.5.1 Discuss facilitation training for Board Members. Tabled.

6.5.2 Noise complaint re: gun shooting by neighbor – ES & CRM
Discussion included complaint regarding loud gun shooting from an unknown source in the North Glastonbury neighborhood near Gemini Road.
ACTION ITEM: Rich – Research the gun shooting regulations with the county and follow up with neighbors in the area where the shooting occurred.

6.5.3 ATV's (All Terrain Vehicles) on GLA roads – CRM
Charlene reported that landowner Andy Corey complained that landowner Sabrina Hanan told him we couldn't ride his ATV (Honda pilot?) on Glastonbury Roads because it scared her horse. Discussion included: ATVs can be driven on GLA roads when following county regulations, which include the vehicle must be registered and the driver must bear a license to drive an ATV and drive within posted speed limits.
ACTION ITEM: Board – Revisit this issue after reviewing county regulations and past policies set by the GLA for driving on Glastonbury roads.

6.6 Web Site – EA (Chair) Tabled.

7. Comment Period for Visiting Landowners.

8. Meeting Adjourned at 11:30 p.m. without further business. Next meeting: May 7, 2007.

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Glastonbury Landowners Association
Board of Directors Meeting Agenda
April 2, 2007

NOTE: THE NEW LOCATION OF THE GLA BOARD OF DIRECTOR MEETINGS IS ST. JOHN'S CHURCH (ACROSS THE STREET FROM THE EMIGRANT POST OFFICE)

1. **Call to order; opening prayer**
2. **Set Agenda (*All proposed agenda items must be submitted to the appropriate Board Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these items should be added to the agenda.)***
3. **Treasurer's Report – CRM (Charlene)**
   - **3.1 Monthly Reports**
   - **3.2 Update re: potential liens**
   - **3.3 Discuss possible use of collection agency or other solutions**
   - **3.4 Update on Insurance**
4. **Officers' Reports**
   - **4.1 Executive Committee – LB, TB, JN, CRM**
     - **4.1.1 Procedure/flowchart for routing landowner concerns**
     - **4.1.2 Read Mike Inman's letter about the County's position on the road easement issue-LB**
     - **4.1.3 Update on PVRC Bylaws**
     - **4.1.4 Discuss whether it's necessary to hold a special Board meeting to review the allegations made at 3/24/07 MP meeting - TB**
5. **UNFINISHED BUSINESS - Committee Reports**
   - **5.1 Project Review– TB/RS**
     - **5.1.1 Parcel 40-B (SG) – R. Wallace Home Construction**
     - **5.1.2 Create a committee to begin researching the Public Road Easement- NK**
     - **5.1.3 Revisit 3//5/07 processing applications w/Covenant violations motion, etc. -TB**
6. **NEW BUSINESS - Committee Reports**
   - **6.1 Project Review– TB/RS**
     - **6.1.1 41-B1 (SG) Aza Ziegler Well Application**
     - **6.1.2 56-A2 (SG) Alan Carter Residential Construction application**
   - **6.2 Road/ Weed – WS/RS**
     - **6.2.1 Fees for torodon (stored by Ed Schilling) for private landowners - WS**
     - **6.2.2 2007 Projected Road Work Checklist - WS/RS**
     - **6.2.3 Update: Forest Service Request to Weed Spray - WS**
     - **6.2.4 Report re: guard rail - WS**
     - **6.25 Proposal for chip sealing – WS/RS/OJ**
     - **6.2.6 Road Access Fact Sheet – WS/JK**
     - **6.2.7 Vote approval of posting any GLA road signs not previously approved - WS**
   - **6.3 Master Plan – NK**
     - **6.3.1 Update re: 3/24/07 Master Plan Meeting and Landowner Vote of Approval**
   - **6.4 Recreation – JN/EA (Co-Chairs)**
     - **6.4.1 Update re: Donation of Building to the PVRC – WS/TB**
   - **6.5 Community Committee**
     - **6.5.1 Discuss facilitation training for Board Members**
     - **6.5.2 Noise complaint re: gun shooting by neighbor – ES & CRM**
     - **6.5.3 ATV's on GLA roads – CRM**
   - **6.6 Web Site – EA (Chair)**
7. **Comment Period for Visiting Landowners.**
8. **Meeting Adjournment. Next Meeting Date: May 7, 2007.**

4/2/07 MTG

Treasurer's Report April 2, 2007

I. Help with data base!

NG 6-A previous owner-Dave Thorpe Who owns this now?

II. New Liens:

15 new, 60-day Lien Warning letters were sent out to landowners who owe more than $264 past due

6 of these 15 have responded so far.

Old Liens:

There are 20 landowners with previous liens totaling about $63,000
Only one of these has a payment plan.

Six other landowners have payment plans.

Question: Has the idea of a collection agency been discussed in the past. Any ideas?

III. New Bookkeeper needed:

Ronda Alexander has no stop for health reasons. She is willing to stay on until someone else is trained. Any ideas?

IV. Insurance

A. Board liability ins. with Western States Ins. Co.
$1,341

B. Glastonbury roads, common lands, fire pond ins with Key Ins Co.
Covers creek access up to high water mark
$6,100

C. Soccer Fields-liability of spectators & building replacement with Key Ins. Co.-add this onto policy now
About $500 per year

D. present coverage is $1,000 medical – the agent recommends $5,000 medical can change this at time of renewal in July.

E. INS. QUOTE on proposed Community Center

$1,250 replace building
200 liability
75 extra if used for basketball &/or gym
total $1,525 (building 120' X 60' $125,000 worth)
($1,000 per medical liability)

Newsletter item, to be stuffed into April 2007 statements

Treasurer's Update – from Charlene Murphy
Total Budget: $96,828.00

64,000.00 roads, weeds, snowplowing = **66% of total budget**

(30,225.00 of the above road budget is spent on road paving loan**)

7,941.00 insurance

7,550.00 bookkeeper and admin. secretary

17,000.00 property taxes, state fees, attorney expenses, meeting room rent, postage, copies, accountant yearly fee, database updating, annual meeting expenses, website maintenance, special projects: Master Plan, Policy & Procedures Manual, etc.

**The Community of Glastonbury paved about five miles of its roads in 2001. We got the asphalt paving material at 2/3 cost because it was left over from a local project in the valley. We got a great, 8.5% interest, non-secured loan from the Bank of the Rockies. We will be paying on this loan until 2016.

Other expenses include administrative costs. All board members work without compensation. We have two part-time, paid employees, a bookkeeper and an administrative secretary.

I have been serving as the GLA treasurer since Dec. 2006, I feel confident that our assessments are spent wisely and prudently. We cut costs whenever possible. I would be happy to answer questions and furnish you with a detailed copy of the budget if you request it. Please email me at crh53@mcn.net or write to Charlene Murphy c/o GLA, PO Box 312, Emigrant, MT. 59027.

Robert Wallace SG 40-B application.

Chronology and Motion to Approve

Monday March 5th GLA Board Meeting – Robert Wallace's application is put "on hold" until the next Board meeting because he has not fulfilled the Preliminary Review conditions regarding his driveway on SG 40-C that he agreed to on October 10th, 2006

Tuesday March 6th – I spoke with Robert Wallace and he agreed to bring his driveway on SG 40C into compliance.

Sunday March 11th – Rich Spallone, William Smith and I visit Robert Wallace at SG 40C. We review his driveway and visit his proposed house site at SG 40B. Robert again agrees to bring his driveway into compliance and shows us the progress he has made. We agree to present an email motion to the GLA Board that will allow him to get started on clearing the land and foundation work on SG 40B. The motion is as follows:

Robert Wallace's application to build a house on SG 40B be granted preliminary approval that is effective immediately and is good until the GLA Board meets on April 2nd, 2007.

Monday March 12th - The Motion is approved and Robert Wallace is informed of the results.

Monday April 2nd – I visited SG 40C and saw that the driveway now meets the Preliminary Review conditions that Robert Wallace agreed to on October 10th, 2006. When the house is completed we will verify that the driveway meets GLA Road and Driveway Standards.

Robert Wallace does not yet know where his well will be located but he has paid the necessary fees commensurate with a well application. Thus I make a motion that:

We approve the application for a house, driveway and septic system on SG 40B with the following conditions:

1) Necessary septic permit is obtained prior to septic system construction.
2) Necessary electrical permit is obtained prior to electrical work starting.
3) That a plumbing permit is obtained prior to plumbing system construction.
4) That disturbed land be reseeded after construction and before the house is sold.
5) That a well application be submitted and approved before well drilling commences.
6) That the center of the house be located at N 45 degrees 19.647 minutes and W 110 degrees 48.604 minutes.

Submitted by Tim Brockett

PR Committee Co-Chairs: Tim Brockett + Rich Spallone

4/2/07 Meeting

Fact Sheet for Agenda Item # 4.1.4 dated April 2nd, 2007

On **Saturday, March 24th**, 2007 an allegation was made by Robert Wallace at the Master Plan meeting. Robert alleged that an unnamed GLA Board member recently threatened to "sue his pants off". Ian Scott then called for that board member's resignation. This series of events left many community members with the impression that a GLA Board member personally threatened to file a lawsuit against Robert Wallace.

On **Sunday, March 25th**, the board member that the allegations were made against responded with an email to fellow board members. It is as follows:

Good Morning Board Members,

Robert Wallace made an allegation at the Master Plan meeting that an unnamed board member told him that "he will get his pants sued off" for covenant violations on SG-84. Robert Wallace owns that land as a tenant-in-common with several other people. There have been several complaints to the Board regarding abandoned vehicles, trash and a shipping container on this land over the past year. The Board decided to write Robert Wallace and the other Tenants-in-common a complaint letter. Charlene finished it and Denise now has it.

Rich Spallone, William Smith and I spoke with Robert Wallace regarding his driveway violation when this comment came up. To the best of my knowledge the conversation went as follows.

Tim: Robert, The GLA Board has received complaints regarding covenant violations on a parcel that own, SG-84. Are you a part owner of that parcel?

Robert: Yes, but I am not responsible for the mess that others have left.

Tim: If one of the other owners did not pay their taxes then the IRS would slap a lien on that property. You would be held responsible for your fellow tenants-in-common actions.

Robert: You cannot hold me responsible for the actions of people I do not even know. That is not fair.

Tim: Do you understand that the GLA Covenants allow adjacent landowners to file suit against covenant violators? The GLA must provide 30 days written notice to the violators before a neighbor can sue.

Robert: The GLA is going to sue me for the actions of others? This is not fair. Why are you are picking on me?

Tim: The GLA is not interested in suing anyone. What I am trying to tell you is that once you are given 30 days written notice of covenant violations on land that you own, neighbors are legally entitled to file suit against you in Park County Court. I know one of your neighbors and he may just ***sue your pants off***.

At this point Robert quiets down and William Smith starts to talk to him. William urges Robert to get in contact with his neighbors, the tenants-in-common and work to get the mess cleaned up. If they refuse, then Robert should write a letter to them and put as much distance as possible, between himself and his neighbors.

To the best of my recollection this is what Robert is referring to when he commented about a board member "suing his pants off".

Sincerely,

Tim Brockett

On **Wednesday March 28th** Robert Wallace sent an email to several GLA board members. In the following excerpt his recollection of his conversation with Tim Brockett, Rich Spallone and William Smith on March 24th is as follows:

(1) During a recent conversation with me, Mr. Brockett explained why he had introduced a motion that would stop my project (40-B) dead in it's tracks.

Just coincidence, he said, and went on to say that the motion was not just for that project, but for other projects he had in mind. Although the PRC was now going to give me permission to go ahead on 40-B at this time, all my future projects would be denied because I was in violation on my Tract 84 in High South Glastonbury.

What violation? I asked.

His response: You personally are not in violation but your tenants-in-common on Tract 84 have violations, and these will be seen by the GLA/PRC as your violations and we will therefore stop all your future building here.

My reply: Surely the GLA would not use this ruling to force me to clean up violations by my neighbors. I have no authority to compel my neighbors to conform. This is expecting the impossible.

His response: The GLA sees it this way, Park County sees it this way. Then he threatened me with a lawsuit by his super-wealthy friend in High South who would sue me big time to make sure that these violations are taken care of.

End of fact sheet.

March 2007 Bank Transactions

Date	Check #	Code	Paid to whom	Check total	Deposits	Balance in account
			Previous Balance			**$29,170.37**
3/1/07	1091		DeerHeart	$ 189.70		$28,980.67
		K02	$ 11.25 - Parcel Ownership Issue - Thompson NG 41			
		E03	$ 8.80 - Master Plan Mailing Labels			
		K02	$ 63.75 - Receivables			
		K02	$ 15.00 - Account Reconciliation			
		K02	$ 52.50 - Financial Reporting			
		K02	$ 7.50 - Tax Preparation Reports			
		G03	$ 15.00 - Past Due Accounts Report - Liens			
		E03	$ 15.90 - Master Plan Members in Good Standing Repot			
3/3/07	1092	K11	John Fanuzzi - Jan/Feb Board Mtg Rental	$ 40.00		$28,940.67
3/9/07	1093	K-11	Denise Orr - GLA File Storage	$ 40.00		$28,900.67
3/12/07	EFT	K09	Bank of the Rockies - Safe Deposit Box	$ 12.50		$28,888.17
3/12/07	1094		Denise Orr	$ 988.00		$27,900.17
		K01	$ 325.00 - Administrative Secretary			
		G03	$ 52.00 - Liens			
		E03	$ 104.00 - Master Plan Meeting			
		K08	$ 507.00 - Monthly Board Meetings			
3/13/07	1095	K11	St John's Episcopal Church - Nine 2007 Monthly Board Meetings @ $25.00 each	$ 225.00		$27,675.17
3/14/07	Dep		Deposit		$ 3,995.79	$31,670.96
		100	$ 3,995.79 - Assessment Fees			
		SB02	$ 250.00 - Sanitation Bond/House			
		SB05	$ 100.00 - Sanitation Bond/Well			
		TX	($350.00) - Transfer to Sav - San Bonds			
3/21/07	1096		Void			
3/23/07	Dep	100	Assessment Fees		$ 1,335.03	$33,005.99
3/27/07	1097	D03	Park Electric - PVRC Electricity	$ 25.10		$32,980.89
3/28/07	Dep	100	Assessment Fees		$ 3,904.63	$36,885.52
			Savings	$ 4,768.58	**Ckg & Sav**	**$41,654.10**
			Pending Project Review Impact Fees	$ -		
			Sanitation Bonds	$ 6,575.00		
			Reserve Funds	$ 7,500.00		
			Total Savings	**$ 18,843.58**		
			Road Pavement Loan Outstanding Balance	**$197,979.26**	(As of 2-15-07)	

For 4/2/07 MG

03/29/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - March 2007

	Jan - Mar 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
108. Dwelling 2006	2,198.22			
109. Dwelling 2007	14,819.14	31,146.96	-16,327.82	47.58%
125. Land Prior to 2000	60.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
131. Land 2005	132.00			
132. Land 2006	3,249.46			
133. Land 2007	26,390.46	48,675.96	-22,285.50	54.22%
150. GAV	1,776.25	7,105.00	-5,328.75	25.0%
160. Finance Chrgs Late Accnts	153.26			
161. Penalties Late Accounts	152.20			
Total 100. Parcel Assessment Fees	49,250.99	86,927.92	-37,676.93	56.66%
200. Project Review Fees				
201. Application Fee	100.00	575.04	-475.04	17.39%
202. IF - House	250.00	750.00	-500.00	33.33%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
205. IF - Well	150.00	300.00	-150.00	50.0%
206. IF - Driveway	0.00	225.00	-225.00	0.0%
207. IF - Septic	0.00	225.00	-225.00	0.0%
208. IF - Package	425.00	1,700.04	-1,275.04	25.0%
210. IF - Subdivison	0.00	750.00	-750.00	0.0%
214. IF - Major Variance	0.00	300.00	-300.00	0.0%
215. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	925.00	5,400.12	-4,475.12	17.13%
300. Roads				
301. CUT - Road Paving Loan	505.95	2,200.00	-1,694.05	23.0%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	3,505.95	3,800.00	-294.05	92.26%
500. Interest Earned				
501. Savings Interest	80.03	300.00	-219.97	26.68%
Total 500. Interest Earned	80.03	300.00	-219.97	26.68%
700. Other Income				
703. Website Reality Listing	15.00			
Total 700. Other Income	15.00			
Total Income	53,776.97	96,428.04	-42,651.07	55.77%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - March 2007

	Jan - Mar 07	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - Other	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	1,100.00	3,200.00	-2,100.00	34.38%
A04. Travel	160.94	200.04	-39.10	80.45%
A05. Equipment Reg & Ins	440.00	1,665.00	-1,225.00	26.43%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A13. Contractors - SG Road Wrk				
A13G. Hercules Road	7,160.00			
Total A13. Contractors - SG Road Wrk	7,160.00			
Total A00. Roads & Weeds	19,832.76	64,000.08	-44,167.32	30.99%
B00. Project Review				
B01. Contractors	0.00	1,299.96	-1,299.96	0.0%
B04. Administration	0.00	275.04	-275.04	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	0.00	1,675.00	-1,675.00	0.0%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	138.75	200.00	-61.25	69.38%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	138.75	300.00	-161.25	46.25%
D00. Recreation				
D03. PVRC	75.30	2,099.96	-2,024.66	3.59%
Total D00. Recreation	75.30	2,099.96	-2,024.66	3.59%
E00. Master Plan				
E03. Administration	1,527.36	999.96	527.40	152.74%
E04. Legal Fees	647.50	800.04	-152.54	80.93%
E05. Miscellaneous	0.00	100.00	-100.00	0.0%
Total E00. Master Plan	2,174.86	1,900.00	274.86	114.47%
F00. Website				

Glastonbury Landowner's Association

2007 Budget Variance Report

January - March 2007

	Jan - Mar 07	Budget	$ Over Budget	% of Budget
F01. Contractors - Dev & Mtce	0.00	300.00	-300.00	0.0%
F02. URL/Domain Fee	0.00	99.96	-99.96	0.0%
Total F00. Website	0.00	399.96	-399.96	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	67.00	750.00	-683.00	8.93%
Total G00. Liens	67.00	1,000.00	-933.00	6.7%
J00. Other Projects				
J03. Procedures Proposal	0.00	3,565.02	-3,565.02	0.0%
Total J00. Other Projects	0.00	3,565.02	-3,565.02	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	728.00	4,550.04	-3,822.04	16.0%
K02. Contractors - Bookkeeper	785.45	3,000.00	-2,214.55	26.18%
K03. Contractors - Accountant	0.00	105.00	-105.00	0.0%
K04. Contractors - Database	60.00	750.00	-690.00	8.0%
K05. Contractors - Attorney	647.50	500.00	147.50	129.5%
K06. Office Supplies	84.41	600.00	-515.59	14.07%
K07. Postage and Delivery	453.74	414.96	38.78	109.35%
K08. Monthly Board Meetings	1,273.41	2,850.00	-1,576.59	44.68%
K09. Bank Service Charges	12.50			
K10. Cash Advance	-65.61			
K11. Rent	345.00	579.96	-234.96	59.49%
K12. Insurance	0.00	6,100.00	-6,100.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.57%
Total K00. General Operating Expenses	4,379.40	19,836.96	-15,457.56	22.08%
M00. Annual Meeting/Elections				
M03. Administration	247.00	889.98	-642.98	27.75%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	80.00			
Total M00. Annual Meeting/Elections	327.00	1,650.98	-1,323.98	19.81%
Total Expenses/Budget	26,995.07	96,427.96	-69,432.89	28.0%
Total Income/Budget	53,776.97	96,428.04	-42,651.07	55.77%

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 7, 2007

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
The meeting was called to order by Laura Boise at 7:06 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Eleanor Schieffelin (Vice-President), Janet Naclerio (Secretary), Charlene Murphy (Treasurer), Alyssa Allen, Edward Anderson, Charlotte Mizzi, Orlando Johnson, Neil Kremer, William Smith and Rich Spallone.
ABSENT: Dan Kehoe; Orlando Johnson (departed 8:55 pm).
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); Landowners: Linda Montana & Stephen Rolf; Frances Owen, Kristina Sones, Arlene Hoag, Miram & Charles Barker, Michael & Sheila Laverty and Ian Scott.

2. **Set Agenda**

3. **Treasurer's Report – Charlene Murphy**
3.1 Monthly Reports: Reviewed "April Bank Transactions" and "Budget Variance" reports
3.2 Quarterly newsletter. Board discussed positive landowner response concerning the quarterly newletter.
ACTION ITEM: Edward to post newsletter on GLA website.
ACTION ITEM: Board members should be thinking of new topics to put in future newsletter.
3.3 Bookkeeper position proposal
The Board reviewed two applications for the bookkeeper position..
ACTION ITEM: Laura will request our current bookkeeper to interview two applicants for the bookkeeper position and forward her recommendation to the Board.
3. 4 Discuss acquiring a new loan for chip sealing. Charlene reported her research on a possible loan extension. Discussion.
ACTION ITEM: William Smith, Rich Spallone and Ian Scott will work together on a chip sealing proposal & flow chart with payment options.

4. **Officers' Reports**
4.1 Executive Committee – LB, JN, CRM
4.1.1 Procedure/flowchart for routing landowner concerns
Laura briefly reviewed "Flowchart for Committee Chairs" distributed to each Board member. She reviewed that landowners who are unable to work out their complaints with their neighbors should *first* submit their concerns to the appropriate Board Committee instead of presenting them to the Board during a meeting.
4.1.2 Vote re: Vice-President
UNANIMOUS AGREEMENT: Eleanor Schieffelin is approved to fill the Vice President position on the GLA Board.

5. **UNFINISHED BUSINESS – Committee Reports**
5.1 Community Committee – LB
5.1.1 Report on research re: county policy on gun shooting,,etc. – RS
(RE: Follow up to Eleanor Schieffelin's complaint re: neighborhood gun shot noise) Rich reported that his research revealed there are no rules or regulations that the city can

enforce outside of city limits, etc. Board discussion included that the GLA Covenants, Section 5.05, site excessive noise and safety issues
ACTION ITEM: Laura will visit neighbor in question.
5.1.2 Research on ATV's on GLA roads – CRM/DO. Tabled.

6. NEW BUSINESS - Committee Reports

6.1 Project Review– AA/RS

6.1.1 Report on meeting w/M. Hartwig – NK/RS/WS
William clarified that GLA had not intended to meet with Hartwig; but landowners could contact Hartwig if they desired to speak to him.

6.1.2 Proposal: informing landowners re: public easement issue -NK/RS/WS
Discussion included, (a) Concern that the County wants the GLA to dedicate our private roads to public use, and; (b) the GLA will need to contact our attorney re: a response statement to Planning Board..
UNANIMOUS AGREEMENT: The Board agreed to inform GLA landowners concerning the public easement issue and how it encroaches upon private property rights
ACTION ITEMS: William, Ian Scott and Valerie O'Connel will compile points that explain how private property rights will be impacted by this issue and submit to Laura.

6.1.3 Lot 26 B-1 (NG) Ken & Anne Haug: Manufactured Home Placement & Variance – Tabled.

6.1.4 Lot 25-2 (NG) Michael & Sheila Laverty: Home Construction & Variance
Discussion and review of reasons for allowing a variance to the setback requirements of the house.
MOTION: Alyssa motioned and Laura seconded to approve Michaele & Sheila Laverty's home construction on Lot 25-2 (NG) based on the following conditions: (a) The Project Review Committee will be informed when the house and driveway are staked out to verify that setbacks as described are being met; (b) A septic permit is obtained prior to septic system construction; (c) An electrical permit is obtained prior to starting electrical work; (d) A plumbing permit is obtained prior to plumbing system construction, and; (e) Disturbed land be reseeded after construction. **Motion carried unanimously.**

6.2 Road/ Weed – WS/RS

6.2.1 Update re: Torodon fees for private landowners - WS. Tabled.

6.2.2 2007 Projected Road Work Checklist - WS/RS
Discussion included: (a) Recent grading on Capricorn; (b) Displacement of SG gravel; (c) Report from Francis Owen regarding unsafe drivers on SG roads, and; (d) The possibility of placing mirrors on blind corners.
ACTION ITEM: William to invite W. Wunsch to Road Committee meeting.
ACTION ITEM: Frances Owen to call W. Wunsch re: employees driving unsafely.

6.2.3 Update: Forest Service Request to Weed Spray - WS
Discussion included: (1) Rich and Laura don't have time to contact all potentially affected landowners; (2) Frances Owen's concern that FS spraying will kill many grass and wildflowers, etc.

MOTION: William motioned and Eleanor seconded that the GLA write a letter to the Forest Service explaining that the GLA would give the Forest Service permission to weed spray on GLA common use land *only*. **Motion carried.**

6.2.4 Report re: guard rail – WS. Tabled,

6.25 Proposal for chip sealing – WS/RS/OJ. Tabled.

6.2.6 Road Access Fact Sheet – WS/JK. Tabled.

6.2.7 Vote approval of posting any GLA road signs not previously approved - WS

Discussion included proposal to provide labor and materials to install a total of 25 roads signs within North and South Glastonbury.

MOTION: William motioned and Rich seconded to approve a total cost of $1,000 to put up road signs, which would cover the following: (a) James Trisdale to purchase one 10 ft long 4x4 treated wood post along with fastening hardware per sign, and install a total of 25 signs; (b) These signs will be erected along the edge of Glastonbury community roads throughout North and South Glastonbury at locations to be designated on maps furnished by William Smith with assistance from JT and James Kozlik, and; (c) JT will furnish all labor and equipment to dig the holes, fasten each sign securely to the 4x4 treated wood post, erect the post plumb, and backfill and compact the excavated earth to ensure the sign and post are stable and durable. **Motion carried unanimously.**

6.2.8 Weed Fair, May 19th at Emigrant Hall

ACTION ITEM: Forward Weed Fair information for telephone tree distribution.

6.3 Master Plan – NK

6.3.1 Discuss Plan of Action re: MP Mandate on Shelter Clean-Up - CRM

Based on the portion of the Master Plan which states that shelters needing clean-up, must submit a plan to the GLA Board for approval within one year of passing the Master Plan, the Board discussed contacting appropriate shelters.

ACTION ITEM: Alyssa to GLA draft a letter to shelters.

ACTION ITEM: Neil to research shelters that might need above letter.

ACTION ITEM: Neil/Denise copy Master Plan for each Board member.

6.4 Recreation – JN/EA (Co-Chairs)

6.4.1 Update re: Donation of Building to the PVRC – WS/RS

William reported that the donor of the building had a serious accident, therefore, William is not planning to pursue contacting the donor for the time being. It appears that the GLA still has a good chance of receiving the building.

ACTION ITEM: William, Rich and Charlene will inspect the building site at some point and determine cost analysis of transporting and constructing.

6.4.2 Update on Status of PVRC Bylaws – LB

Laura reported: (1) The PVRC needs to file a different tax return within 45 days if Bylaws are not adopted, and; (2) An attorney appointment has been made to review the Bylaws.

ACTION ITEM: Pending a return call from Department of State, Laura will contact Montana Department of Revenue to acquire a tax extension.

6.5 Community Committee

6.5.1 Discuss facilitation training for Board Members.
Laura reported that Penelope Price has offered to assist in facilitation training.

6.5.2 Update on Complaint re: SG, Parcel 84 – CRM
Charlene reported certain responses to GLA letter written to Parcel 84 landowners and that Mary Wallace was trying to assist in resolving the issue.
ACTION ITEM: Denise to e-mail original complaint letter re: Parcel 84 letter to Mary Wallace.

6.5.3 Valery & Daniel O'Connel's Easement Issue - LB
Discussion.
ACTION ITEM: Laura will walk the creek area with Valerie and write a new response.
ACTION ITEM: Valerie will research the Forest Service rules re: the use of easements around creeks.

6.5.4 Charles Barker Complaint re: Parcel 42 (SG)/M. Holland & E. Orsen
Charles reported that his neighbor, claiming open range rights, allows his horse to roam on Charles' property. Discussion included GLA Covenants override open range rights, suggestions to Charles concerning handling the issue and a request that he submit a formal complaint if he is unable to resolve his complaint with his neighbor.

6.5.5 Pouwell Gelderloos Complaint re: Taurus Road Problem
ACTION ITEM: William to contact Mike Atkins.

6..6 Election Committee – CRM (Chair) and pending co-chair
Annual Election Date: Charlene reported that the Annual Meeting is scheduled for November 10 and Emigrant Hall is not available on that date. Per the Boards' approval, she rescheduled the meeting for November 17, 2007.
ACTION ITEM: Denise to change election documents to reflect new date for the Annual Meeting.
ACTION ITEM: Edward to post new date on website meeting date list.

7. **Comment Period for Visiting Landowners.** Landowners comments noted in items above.
8. **Meeting Adjournment and Next Meeting.** The meeting was adjourned at 10:50 p.m. with no further business. Next Meeting: Jun 4, 2007, 6:45 p.m., at St. John's Church

NEW ACTION ITEMS

TR050707.1 *Edward:* to post newsletter on GLA website.

TR050707.2 *Board:* Think of new topics to put into newsletter in the future.

TR050707.3 *Laura:* Contact Ronda re: interviewing applicants for bookkeeper.

TR050707.4 *William, Rich and Ian Scott:* Work together on a chip sealing proposal & flow chart with payment options.

ER050707.1 *Denise:* Change contact list, etc., to reflect new Vice-President.

ER050707.2	*Edward:* Change website contact list to reflect new Vice-President.
CC050707 .1	*Laura:* Visit NG neighbor re: gunshot noise.
CC050707.2	*William, Ian Scott and Valerie O'Connell:* Compile points that explain how private property rights will be impacted by county regulations & submit to Laura.
PR050707	*Alyssa/Denise:* Draft/send approval form for Laverty.
RDWD050707.1	*William:* invite W. Wunsch to Road Committee meeting.
RDWD050707.2	*Frances Owen:* call W. Wunsch re: employees driving unsafely.
RDWD050707.3	*?* : Write letter to the Forest Service based on motion regarding weed spraying.on common use land only.
RDWD050707.4	*William/Rich:* Facilitate posting road signs based on conditions of approval
RDWD050707.5	*?:* Forward Weed Fair information to Telephone Tree for distribution.
MP050707.1	*Alyssa:* Draft GLA letter to shelters w/clean-up and safety issues,
MP050707.2	*Neil:* Research which shelters that might need above letter.
MP050707.3	*Neil/Denise:* Copy Master Plan for each Board member.
RC050707.1	*William, Rich and Charlene* Inspect the building site at some point and determine cost analysis of transporting and constructing.
RC050707.2	*Laura:* Pending a return call from Department of State, contact Montana Department of Revenue to acquire a tax extension.
CC050707.3	*Denise:* E-mail original complaint letter re: Parcel 84 letter to Mary Wallace.
CC050707.4	*Laura:* Walk the creek area with Valerie and write a new response.
CC050707.5	*Valerie:* Research the Forest Service rules re: use of easements around creeks.
CC050707.6	*William:* Contact Mike Atkins.
ED050707.1	*Denise:* Change election documents to reflect new annual meeting date.
ED050707.2	*Edward:* Post new annual meeting date on website.

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Glastonbury Landowners Association
Board of Directors Meeting Agenda
May 7, 2007

NOTE: THE NEW LOCATION OF THE GLA BOARD OF DIRECTOR MEETINGS IS ST. JOHN'S CHURCH (ACROSS THE STREET FROM THE EMIGRANT POST OFFICE)

1. **Call to order and opening prayer.**
2. **Set Agenda** ***(All proposed agenda items must be submitted to the appropriate Board Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these items should be added to the agenda.)***
3. **Treasurer's Report – CRM**
   - **3.1 Monthly Reports**
   - **3.2 Quarterly newsletter**
   - **3.3 Bookkeeper position proposal**
   - **3.4 Discuss acquiring a new loan for chip sealing**
4. **Officers' Reports**
   - **4.1 Executive Committee – LB, JN, CRM**
     - **4.1.1 Procedure/flowchart for routing landowner concerns**
     - **4.1.2 Follow-up clarification re: County's intentions on Public Road Easement Issue**
     - **4.1.3 Vote re: Vice-President**
5. **UNFINISHED BUSINESS – Committee Reports**
   - **5.1 Community Committee – LB**
     - **5.1.1 Report on research re: county policy on gun shooting, etc. – RS**
     - **5.1.2 Research on ATV's on GLA roads – CRM/DO**
6. **NEW BUSINESS - Committee Reports**
   - **6.1 Project Review– AA/RS**
     - **6.1.1 Report on meeting w/M. Hartwig – NK/RS/WS**
     - **6.1.2 Proposal: informing landowners re: public easement issue -NK/RS/WS**
     - **6.1.3 Lot 26 B-1 (NG) Ken & Anne Haug: Home Construction - AA**
     - **6.1.4 Lot 25-2 (NG) Michael & Sheila Laverty: Home Construction - AA**
   - **6.2 Road/ Weed – WS/RS**
     - **6.2.1 Update re: Torodon fees for private landowners - WS**
     - **6.2.2 2007 Projected Road Work Checklist - WS/RS**
     - **6.2.3 Update: Forest Service Request to Weed Spray - WS**
     - **6.2.4 Report re: guard rail – WS**
     - **6.2.5 Proposal for chip sealing – WS/RS/OJ**
     - **6.2.6 Road Access Fact Sheet – WS/JK**
     - **6.2.7 Vote approval of posting any GLA road signs not previously approved - WS**
   - **6.3 Master Plan – NK**
     - **6.3.1 Discuss Plan of Action re: MP Mandate on Shelter Clean-Up - CRM**
   - **6.4 Recreation – JN/EA (Co-Chairs)**
     - **6.4.1 Update re: Donation of Building to the PVRC – WS/RS**
     - **6.4.2 Update on Status of PVRC Bylaws – LB**
   - **6.5 Community Committee**
     - **6.5.1 Discuss facilitation training for Board Members.**
     - **6.5.2 Update on Complaint re: SG, Parcel 84 – CRM**
   - **6.6 Web Site – EA (Chair)**
7. **Comment Period for Visiting Landowners**
8. **Meeting Adjournment. Next Meeting Date: June 4, 2007.**

Glastonbury Landowner's Association

2007 Budget Variance Report

January - April 2007

	Jan - Apr 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
107. Dwelling 2005	69.84			
108. Dwelling 2006	2,290.55			
109. Dwelling 2007	16,245.39	31,146.96	-14,901.57	52.16%
125. Land Prior to 2000	60.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	234.78			
131. Land 2005	226.83			
132. Land 2006	3,473.80			
133. Land 2007	28,540.21	48,675.96	-20,135.75	58.63%
150. GAV	1,776.25	7,105.00	-5,328.75	25.0%
160. Finance Chrgs Late Accnts	188.04			
161. Penalties Late Accounts	175.36			
Total 100. Parcel Assessment Fees	53,481.05	86,927.92	-33,446.87	61.52%
200. Project Review Fees				
201. Application Fee	100.00	575.04	-475.04	17.39%
202. IF - House	250.00	750.00	-500.00	33.33%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
205. IF - Well	300.00	300.00	0.00	100.0%
206. IF - Driveway	0.00	225.00	-225.00	0.0%
207. IF - Septic	0.00	225.00	-225.00	0.0%
208. IF - Package	850.00	1,700.04	-850.04	50.0%
210. IF - Subdivison	0.00	750.00	-750.00	0.0%
214. IF - Major Variance	0.00	300.00	-300.00	0.0%
215. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	1,500.00	5,400.12	-3,900.12	27.78%
300. Roads				
301. CUT - Road Paving Loan	505.95	2,200.00	-1,694.05	23.0%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	3,505.95	3,800.00	-294.05	92.26%
500. Interest Earned				
501. Savings Interest	116.12	300.00	-183.88	38.71%
Total 500. Interest Earned	116.12	300.00	-183.88	38.71%
700. Other Income				
703. Website Reality Listing	15.00			
Total 700. Other Income	15.00			

Glastonbury Landowner's Association

2007 Budget Variance Report

January - April 2007

	Jan - Apr 07	Budget	$ Over Budget	% of Budget
Total Income	58,618.12	96,428.04	-37,809.92	60.79%
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - Other	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	1,100.00	3,200.00	-2,100.00	34.38%
A04. Travel	160.94	200.04	-39.10	80.45%
A05. Equipment Reg & Ins	440.00	1,665.00	-1,225.00	26.43%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A13. Contractors - SG Road Wrk				
A13G. Hercules Road	7,160.00			
Total A13. Contractors - SG Road Wrk	7,160.00			
Total A00. Roads & Weeds	19,832.76	64,000.08	-44,167.32	30.99%
B00. Project Review				
B01. Contractors	0.00	1,299.96	-1,299.96	0.0%
B04. Administration	1.74	275.04	-273.30	0.63%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	1.74	1,675.00	-1,673.26	0.1%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.38%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.51%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	100.40	600.00	-499.60	16.73%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
D03. PVRC - Other	5.07			
Total D03. PVRC	105.47	1,100.00	-994.53	9.59%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - April 2007

	Jan - Apr 07	Budget	$ Over Budget	% of Budget
Total D00. Recreation	105.47	1,100.00	-994.53	9.59%
E00. Master Plan				
E03. Administration	1,870.38	999.96	870.42	187.05%
E04. Legal Fees	647.50	800.04	-152.54	80.93%
E05. Miscellaneous	223.33	100.00	123.33	223.33%
Total E00. Master Plan	2,741.21	1,900.00	841.21	144.27%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	300.00	-300.00	0.0%
F02. URL/Domain Fee	0.00	99.96	-99.96	0.0%
Total F00. Website	0.00	399.96	-399.96	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	147.68	409.04	-261.36	36.1%
Total G00. Liens	147.68	659.04	-511.36	22.41%
J00. Other Projects				
J03. Procedures Proposal	0.00	3,565.02	-3,565.02	0.0%
Total J00. Other Projects	0.00	3,565.02	-3,565.02	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,029.38	4,550.04	-3,520.66	22.62%
K02. Contractors - Bookkeeper	995.45	3,000.00	-2,004.55	33.18%
K03. Contractors - Accountant	0.00	105.00	-105.00	0.0%
K04. Contractors - Database	97.50	750.00	-652.50	13.0%
K05. Contractors - Attorney	647.50	500.00	147.50	129.5%
K06. Office Supplies	224.29	600.00	-375.71	37.38%
K07. Postage and Delivery	497.27	414.96	82.31	119.84%
K08. Monthly Board Meetings	1,601.95	2,850.00	-1,248.05	56.21%
K09. Bank Service Charges	36.50			
K10. Cash Advance	-65.61			
K11. Rent	365.00	579.96	-214.96	62.94%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	1,341.00	7,441.00	-6,100.00	18.02%
K13. Taxes	120.00	317.00	-197.00	37.86%
K14. Licenses and Permits	55.00	70.00	-15.00	78.57%
Total K00. General Operating Expenses	6,945.23	21,177.96	-14,232.73	32.8%
M00. Annual Meeting/Elections				
M03. Administration	247.00	889.98	-642.98	27.75%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - April 2007

	Jan - Apr 07	Budget	$ Over Budget	% of Budget
M07. Miscellaneous	80.00			
Total M00. Annual Meeting/Elections	327.00	1,650.98	-1,323.98	19.81%
Total Expenses/Budget	30,240.62	96,428.04	-66,187.42	31.36%
Total Income/Budget	58,618.12	96,428.04	-37,809.92	60.79%

Treasurer's report May 7, 2007

1. Quarterly Newsletter
   Good response so far.
   Costs-Ronda does not send out statements to those who have a zero balance, so there was some additional costs to the newsletter
      Copies-$39.00
      Extra postage -$56.94, due to weight & those with zero balance

2. Bookkeeper update and proposal

3. loan extension for chip sealing
   provide current financial statement
   last 2 years tax returns
   list of officers and other board members
   cash flow projections for the year
   future assessments
   2 or 3 bids
   Use the 20-acre lots and future assessments as "collateral"

See other side for possible loan, $75,000 at 8.5% interest for 5 or 8 yrs.

4. MP expenses 2005 & 2006 = $1,501.02
   2007 = 2,741.21
   total = $4,242.23
   2003 & 2004 ask about attorney fees
   1997 – 2002 – figure out if 50% or 100% of submitted bills were paid
   should be $12,000 – 14,000 left of money raised from 1995-1997

5. Update complaint letter SG84

read Burns letter-his shelter is not a part of the problem
copy of original letter from Everett Johnson for Mary Wallace
Branson's trailer 100 yards from road
Lundberg has old trailer- flat tires, cargo container
LaShomb-piles of wood & stuff, some under blue tarps – looks unsightly

6. Date for annual meeting

(over)

Note Date:	May 02, 2007
Maturity Date:	Jun 02, 2012
Principal Advance:	$75,000.00
Amount Financed:	$75,000.00
Finance Charge:	$17,664.57
APR:	8.5000%
Total Principal:	$75,000.00
Total Interest:	$17,664.57
Total of Payments:	**$92,664.57**

Payment Schedule

Description	Date	Frequency		Number	Amount
Regular Payment	Jun 02, 2007	Monthly		60	$1,519.10
Regular Payment	Jun 02, 2012	Monthly	5yrs	1	$1,518.57

Total Principal:	$75,000.00
Total Interest:	$16,590.39
Total of Payments:	**$91,590.39**

Payment Schedule

Description	Date	Frequency		Number	Amount
Regular Payment	Jun 02, 2007	Quarterly		19	$4,579.53
Regular Payment	Mar 02, 2012	Quarterly	5yrs	1	$4,579.32

Total Principal:	$75,000.00
Total Interest:	$28,997.47
Total of Payments:	**$103,997.47**

Payment Schedule

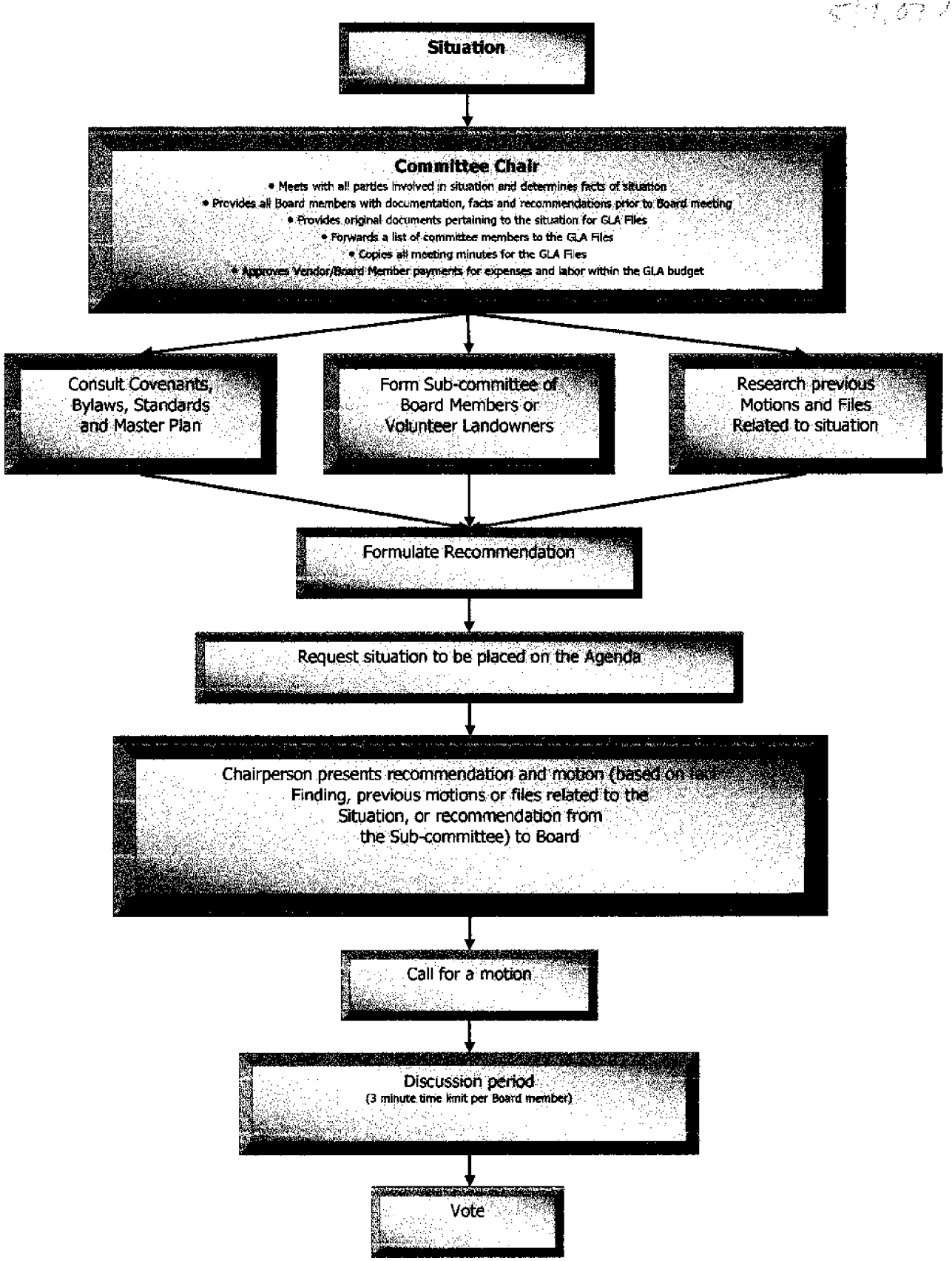
Description	Date	Frequency		Number	Amount
Regular Payment	Jun 02, 2007	Monthly	8yrs	96	$1,072.15
Regular Payment	Jun 02, 2015	Monthly		1	$1,071.07

Total Principal:	$75,000.00
Total Interest:	$28,695.60
Total of Payments:	**$103,695.60**

Payment Schedule

Description	Date	Frequency		Number	Amount
Regular Payment	Jun 02, 2007	Quarterly	8yrs	32	$3,142.30
Regular Payment	Jun 02, 2015	Quarterly		1	$3,142.00

Flowchart for Committee Chairs



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Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 4, 2007

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
The meeting was called to order by Laura Boise at 7:15 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Eleanor Schieffelin (Vice-President), Charlene Murphy (Treasurer), Alyssa Angelis Allen, Edward Anderson, Charlotte Mizzi, Orlando Johnson, Neil Kremer, William Smith and Rich Spallone.
ABSENT: Janet Naclerio (Secretary), Dan Kehoe
ALSO ATTENDING: Denise Orr (GLA Administrative Secretary)
Landowners: John Brettschneider, Pat Brettschneider, Ron Wartman, Rik Pittendorfer, Kathleen Rakela, Francis Owen, Michael and Shiela Laverty.
Guest: Hertha Lund, attorney.

2. **Set Agenda**

3. **Treasurer's Report – Charlene Murphy**
3.1 Monthly Reports: Review bank transaction and budget variance reports.
MOTION: Charlotte motioned and Eleanor seconded to accept the "May 2007 Bank Transactions" and "2007 Budget Variance Report, January – May 2007." **Motion carried.**
3.2 Bookkeeper position
Discussion/vote concerning hiring a new bookkeeper.
MOTION: Alyssa motioned and Charlotte seconded to hire Arlene Hoag to fill the position of GLA Bookkeeper based on the recommendation of our outgoing Bookkeeper. **Motion carried.** (2 abstained - Charlene and Neil)

4. **Officers' Reports**
4.1 Executive Committee – LB, JN, CRM
4.1.1 Review/discuss new subdivision regulations – LB/NK/WS
Discussion included: (a) Potential impact of new Park County subdivision regulations on landowners; (b) Responding to the new regulations, and; (c) The Park County Planning Commission's public meeting on June 21 to address new regulations.

4.1.2 Comments from Hertha Lund, attorney
Hertha reviewed her extensive experience in representing landowners re: litigation issues with the government. The Board asked her to comment on the new subdivision regulations and other agenda items. Discussion. Following Hertha's exit, the Board discussed hiring Hertha at a discounted rate offered by her law firm and handling the expense with Master Plan reimbursement funds.
MOTION: Alyssa motioned and Charlotte seconded to hire Hertha Lund at the discounted rate of $150 hour (with a $5,000 total cap) to perform attorney services for the GLA Board. Her services will include: (a) Researching and compiling a professional response comment sheet regarding the new county subdivision regulations prior to June 21 (with an initial $1,000 retainer);

File: MtgMins 06 04 07
Draft: 06 10 07; 06 12 07 - FINAL
Approved: 07 18 07

(b) Advising the GLA Board regarding the content of discussions at public GLA Board meetings, and; (c) Advising the GLA Board concerning how to best handle complaint issues. **Motion carried unanimously.**

ACTION ITEM: Hertha will forward a draft of her contract to the Board to include the conditions she reviewed at the meeting.

ACTION ITEM: William Smith and Valerie O'Connel will forward information regarding the County subdivision regulations to Hertha..

ACTION ITEM: Hertha volunteered, *free of charge,* to present the response comments she develops re: the new subdivision laws at: (a) A public meeting to be sponsored by the GLA prior to the June 21 meeting (date to be determined), and; (b) The June 21 County Planning Commissioners meeting in Livingston.

5. UNFINISHED BUSINESS – Committee Reports

5.1 Community Committee

5.1.1 Research on ATV's on GLA roads – CRM/DO. Tabled.

5.2 Master Plan - NK

5.2.1 Letter to shelters that need exterior clean up or have safety issues - AAA
ACTION ITEM: Neil will send a draft copy of the above letter to Laura and Denise.

5.2.2 Research shelters that need letter - NK
Neil reported that he is developing a list that will be used for 5.2.1.

6. NEW BUSINESS: Committee Reports

6.1 Project Review– AA/RS

6.1.1 Lot 25-2 (NG): Sheila and Michael Laverty: Well application and variance
Due to concerns with the output from a shared well in their subdivision, the Lavertys proposed installing a new well in close proximity to the existing shared well. Discussion.
MOTION: Alyssa motioned and Charlene seconded to approve the location of the Laverty's new well as described in the variance application being approximately 26 feet from the boundary. **Motion carried.** (1 abstention - Orlando)

Unanimous Agreement: The Board pointed out to the Lavertys that their current subdivision covenants require that they participate in the expenses for the existing shared well, which they are electing not to use. The Board suggested that they make any necessary modifications to their subdivision covenants to reflect the appropriate financial obligations for the shared well.

6.1.2 Lot 26-B1 (NG): Anne and Kenneth Haug: Manufactured home placement and variance. Discussion.

File: MtgMins 06 04 07
Draft: 06 10 07; 06 12 07 - FINAL
Approved: 07 18 07

MOTION: Alyssa motioned and Neil seconded to approve Anne and Kenneth Haug's manufactured home placement on Lot 26-B1 (NG). **Motion carried.** (1 abstention – Charlene)

6.1.3 21-B (SG): Christine and Duncan Johnston: Well application and variance
Due to a seismologist's findings, the Johnstons proposed placing a well 35 feet from the boundary. Neighboring landowners were contacted and agreed in writing to accept this new placement.
MOTION: Neil motioned and Alyssa seconded to approve the location of the new well being approximately 35 feet from the boundary, and if the water use exceeds 35 gallons per minute and/or 10 acre feet per year, the Johnstons will apply for a beneficial water permit through the DNRC. **Motion carried unanimously.**

6.1.4 Parcel 57 SG: Neil and Linda Kremer: Boundary adjustment proposal
Discussion.
MOTION: Charlotte motioned and Alyssa seconded to approve the boundary adjustment as proposed by Neil and Linda Kremer, namely that 17 acres of Parcel 57 would be incorporated into Parcel 56-B (SD 402) and 3.2 acres would remain in Tract 57-A. **Motion carried.** (1 abstention – Neil)

6.1.5 Parcel 45 NG: Marcie Bodeaux / Zigmond Mayer Subdivision – TABLED.

6.1.6 Parcel 27 (SG): Kathleen Rakela's Request for Rosalee Lane on Neighboring Parcel 25 (SG) to be dedicated as a GLA Road
The Board examined the need described by Kathleen Rakela to use Rosalee Lane as a way to access certain lots in her subdivision on Parcel 27, and her request to have this road dedicated as a GLA road.
MOTION: Charlotte motioned and Eleanor seconded that Kathleen Rakela and all Parcel 25 (SG) landowners would first attempt to reach a mutual agreement allowing Kathleen to use Rosalee Lane without it being dedicated as a GLA road, including an equitable plan for handling the expenses of any necessary improvement and maintenance of the road. If all parties agree that having Rosalee Lane dedicated as a GLA road will satisfy their needs for allowing the road to be used by Kathleen, the GLA will agree to accept Rosalee Lane as a GLA road with the following conditions: (1) The portion of the road to be accepted will start where Rosalee Lane connects to Arcturus and will end at the turnaround of Rosalee Lane, and; (2) Rosalee Lane must be improved to meet the GLA Road Standards level prior to acceptance. **Motion carried.** (2 Opposed - Neil & Charlene)

6.2 Road/ Weed – WS/RS

6.2.1 Update re: Torodon fees for private landowners - WS. Tabled.

6.2.2 2007 Projected Road Work Checklist - WS/RS. Tabled.

6.2.3 Letter to Forest Service re GLA's Permission to Spray Weeds on Common Use Land Only – WS.
ACTION ITEM: Denise/Laura to draft/send letter based on prior Board motion.

6.2.4 Report re: guard rail – WS. Tabled.

File: MtgMins 06 04 07
Draft: 06 10 07; 06 12 07 - FINAL
Approved: 07 18 07

6.2.5 Proposal for chip sealing – WS/RS/OJ. Tabled.

6.2.6 Road Access Fact Sheet - Tabled.

6.2.7 Report on Fire Pond Status - WS

Discussion included: (a) The Fire Department requires a 30,000 gallon on site; (b) E-Mail Letter from Cynthia Blocker, dated May 10, 2007, on behalf of Duncan Johnston & Kirsten Hardesty, concerning problems with the pond; (c) The GLA needs to maintain the pond and actively remedy the problems mentioned in Cynthia's e-mail.
ACTION ITEM: Neil, Rich and William will check out the SG fire pond liner and hire someone (1-2hrs) to open it up and determine the scope of work that will be needed in order to maintain the pond for fire protection.

6.3 Recreation – JN/EA (Co-Chairs)

6.3.1 Update re: Inspection of Potential Building to be Donated to the PVRC – WS/RS/CRM. No report.

6.3.2 Update re: PVRC Bylaws/Extension for Filing Tax Forms - LB

Laura reported: (a) She spoke to T. Olsen of the I.R.S. and the PVRC has been granted a filing extension, and; (b) The PVRC committee will meet June 7.

6.4 Community Committee

6.4.1 Discuss facilitation training for Board Members. Tabled.

6.4.2 Report on Visit to NG Landowner re: Gunshot Noise/Safety Issue – LB.

Laura was given landowner information (Lot 82, De Wayne Patterson) and will now be able to visit.

6.4.4 John Brettschneider (landowner) re: Lot 82 (SG)

John discussed his complaint with the Board re: Lot 82 (SG).
ACTION ITEMS: (1) Denise to forward history of complaint re: Lot 82 (SG) to Complaint Committee. (2) Rich Spallone will research possible solutions and cost estimates, and; (3) The Complaint Committee will draft a letter to Lot 82 landowner, offering possible solutions and include appropriate excerpts from the Covenants.

6.4.5 Complaint Subcommittee - LB

Discussion concerning forming a committee to develop a complaint process.
MOTION: Charlene motioned and Eleanor seconded to form a committee to formulate a process that will be applied consistently to complaints received by the GLA. The Committee may possibly draft form letters concerning eyesore complaints, especially associated with shelters; letters will include appropriate GLA Bylaw excerpts.
Motion passed unanimously.
Discussion.
UNANIMOUS AGREEMENT: Laura, Neil and Orlando will be on the Complaint Process Committee and will request Dan Kehoe's assistance.

6.5 Web Site – EA (Chair). No Report.

6.6 Election Committee – CRM (Chair)

6.6.1 Determine Committee Members

Charlene reviewed that she had volunteered to chair the Election Committee on the condition that another Board member would co-chair with her. Eleanor volunteered.

7. Comment Period for Visiting Landowners.

File: MtgMins 06 04 07
Draft: 06 10 07; 06 12 07 - FINAL
Approved: 07 18 07

8. **Meeting Adjournment and Next Meeting.** The meeting was adjourned at 10:45 p.m. with no further business. **Next Meeting:** Monday, July 16, 2007, 6:45 p.m. at St. John's Church. **(later rescheduled to Wednesday, July 18)**

NEW ACTION ITEMS

OR060407 *William Smith and Valerie O'Connel:* forward information regarding the County subdivision regulations to Hertha.

MP060407.1 *Neil:* send draft copy of letter to shelters that need exterior clean up or have safety issues to Laura and Denise.

MP060407.2 *Neil:* Complete list of shelters that need clean up letter.

PR060407 *Alyssa/Denise:* Draft mail approval to project applications for Laverty, Haug, Johnston, Kremer and Rakela.

RDWD060407.1 *Denise/Laura:* Draft/send letter to Forest Service re: weed spraying.

RDWD060407.2 *Neil, Rich & William:* Check out the SG fire pond liner and hire someone for 1-2 hours to open it up and determine the scope of work that will need to be done to maintain the pond for fire protection.

CM060407.1 *Laura:* Visit NG Landowner re: gunshot noise/safety issue

CM060407.2 *Denise:* Forward history of complaint re: Lot 82 (SG) to Complaint Committee.

CM060407.3 *Rich:* Research possible solutions and cost estimates re: Lot 82 (SG) eyesores

CM060407.4 *Laura:* Draft a letter to Parcel 82 landowner, offering possible solutions and include appropriate excerpts from the Covenants.

CM060407.5 *Laura/Neil/Orlando/Dan:* Formulate complaint process.

File: MtgMins 06 04 07
Draft: 06 10 07; 06 12 07 - FINAL
Approved: 07 18 07

2007-06-04_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting Agenda
June 4, 2007

NOTE: THE NEW LOCATION OF THE GLA BOARD OF DIRECTOR MEETINGS IS ST. JOHN'S CHURCH (ACROSS THE STREET FROM THE EMIGRANT POST OFFICE)

1. **Call to order; opening prayer**
2. **Set Agenda** (*All proposed agenda items must be submitted to the appropriate Board Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these items should be added to the agenda.)*
3. **Treasurer's Report – CRM**
   - **3.1 Monthly Reports**
   - **3.2 Bookkeeper position**
4. **Officers' Reports**
   - **4.1 Executive Committee – LB, JN, CRM**
     - **4.1.2 Review/discuss new subdivision regulations – LB/NK/WS**
5. **UNFINISHED BUSINESS - Committee Reports**
   - **5.1 Community Committee**
     - **5.1.1 Research on ATV's on GLA roads – CRM/DO**
   - **5.2 Master Plan - NK**
     - **5.2.1 Letter to shelters that need exterior clean up or have safety issues - AAA**
     - **5.2.2 Research shelters that need letter - NK**
6. **NEW BUSINESS - Committee Reports**
   - **6.1 Project Review– AA/RS**
     - **6.1.1 25-2 NG: Sheila and Michael Laverty: Well application**
     - **6.1.2 Lot 26-B1 (NG): Anne and Kenneth Haug: Manufactured home placement**
     - **6.1.3 Lot 21-B SG: Christine and Duncan Johnston: Well application**
     - **6.1.4 Parcel 57 SG: Neil and Linda Kremer: Boundary adjustment**
     - **6.1.5 Parcel 45 NG: Marcie Bodeaux / Zigmond Mayer Subdivision**
     - **6.1.6 Parcel 27-SG Kathleen Rakela Subdivision Road**
   - **6.2 Road/ Weed – WS/RS**
     - **6.2.1 Update re: Torodon fees for private landowners - WS**
     - **6.2.2 2007 Projected Road Work Checklist - WS/RS**
     - **6.2.3 Letter to Forest Service re GLA's Permission to Spray Weeds on Common Use Land Only - WS**
     - **6.2.4 Report re: guard rail - WS**
     - **6.2.5 Proposal for chip sealing – WS/RS/OJ**
     - **6.2.6 Road Access Fact Sheet - ?**
     - **6.2.7 Report on Fire Pond Status - WS**
   - **6.3 Recreation – JN/EA (Co-Chairs)**
     - **6.3.1 Update re: Inspection of Potential Building to be Donated to the PVRC – WS/RS/CRM**
     - **6.3.2 Update re: PVRC Bylaws/Extension for Filing Tax Forms - LB**
   - **6.4 Community Committee**
     - **6.4.1 Discuss facilitation training for Board Members**
     - **6.4.2 Report on Visit to NG Landowner re: Gunshot Noise/Safety Issue - LB**
   - **6.5 Web Site – EA (Chair)**
   - **6.6 Election Committee**
     - **6.6.1 Determine Committee Members**
7. **Comment Period for Visiting Landowners.**
8. **Meeting Adjournment.**

Next Meeting Date: MONDAY, JULY 16, 2007.

Glastonbury Landowner's Association

2007 Budget Variance Report

January - May 2007

	Jan - May 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
107. Dwelling 2005	69.84			
108. Dwelling 2006	2,747.86			
109. Dwelling 2007	18,427.64	31,146.96	-12,719.32	59.16%
125. Land Prior to 2000	60.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	234.78			
131. Land 2005	358.83			
132. Land 2006	4,295.09			
133. Land 2007	31,447.46	48,675.96	-17,228.50	64.61%
150. GAV	3,552.50	7,105.00	-3,552.50	50.0%
160. Finance Chrgs Late Accnts	292.19			
161. Penalties Late Accounts	254.56			
Total 100. Parcel Assessment Fees	61,940.75	86,927.92	-24,987.17	71.26%
200. Project Review Fees				
201. Application Fee	175.00	575.04	-400.04	30.43%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
205. IF - Well	375.00	300.00	75.00	125.0%
206. IF - Driveway	150.00	225.00	-75.00	66.67%
207. IF - Septic	150.00	225.00	-75.00	66.67%
208. IF - Package	850.00	1,700.04	-850.04	50.0%
210. IF - Subdivison	0.00	750.00	-750.00	0.0%
214. IF - Major Variance	0.00	300.00	-300.00	0.0%
215. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	2,450.00	5,400.12	-2,950.12	45.37%
300. Roads				
301. CUT - Road Paving Loan	987.35	2,200.00	-1,212.65	44.88%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	3,987.35	3,800.00	187.35	104.93%
500. Interest Earned				
501. Savings Interest	191.07	300.00	-108.93	63.69%
Total 500. Interest Earned	191.07	300.00	-108.93	63.69%
700. Other Income				
703. Website Reality Listing	15.00			
Total 700. Other Income	15.00			
Total Income	68,584.17	96,428.04	-27,843.87	71.13%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - May 2007

	Jan - May 07	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - Other	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	1,100.00	3,200.00	-2,100.00	34.38%
A04. Travel	160.94	200.04	-39.10	80.45%
A05. Equipment Reg & Ins	440.00	1,665.00	-1,225.00	26.43%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A13. Contractors - SG Road Wrk				
A13G. Hercules Road	7,160.00			
Total A13. Contractors - SG Road Wrk	7,160.00			
Total A00. Roads & Weeds	27,389.08	64,000.08	-36,611.00	42.8%
B00. Project Review				
B01. Contractors	0.00	1,299.96	-1,299.96	0.0%
B04. Administration	1.74	275.04	-273.30	0.63%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	1.74	1,675.00	-1,673.26	0.1%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.38%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.51%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	142.00	600.00	-458.00	23.67%
D03B. PVRC Insurance	160.02	500.00	-339.98	32.0%
D03. PVRC - Other	5.07			
Total D03. PVRC	307.09	1,100.00	-792.91	27.92%
Total D00. Recreation	307.09	1,100.00	-792.91	27.92%
E00. Master Plan				

GLA 02338

Glastonbury Landowner's Association

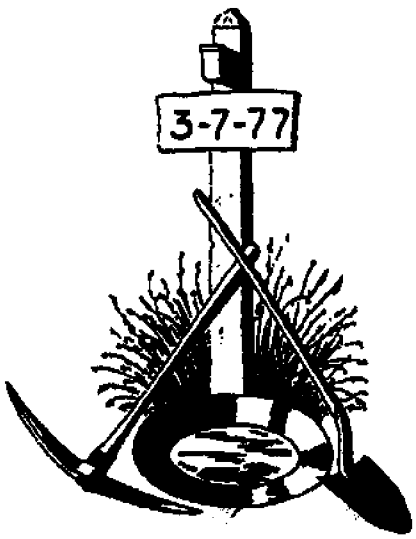
2007 Budget Variance Report

January - May 2007

	Jan - May 07	Budget	$ Over Budget	% of Budget
E03. Administration	1,870.38	999.96	870.42	187.05%
E04. Legal Fees	647.50	800.04	-152.54	80.93%
E05. Miscellaneous	223.33	100.00	123.33	223.33%
Total E00. Master Plan	2,741.21	1,900.00	841.21	144.27%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	300.00	-300.00	0.0%
F02. URL/Domain Fee	0.00	99.96	-99.96	0.0%
Total F00. Website	0.00	399.96	-399.96	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	162.68	409.04	-246.36	39.77%
Total G00. Liens	162.68	659.04	-496.36	24.68%
J00. Other Projects				
J03. Procedures Proposal	0.00	3,565.02	-3,565.02	0.0%
Total J00. Other Projects	0.00	3,565.02	-3,565.02	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,029.38	4,550.04	-3,520.66	22.62%
K02. Contractors - Bookkeeper	1,168.15	3,000.00	-1,831.85	38.94%
K03. Contractors - Accountant	120.00	105.00	15.00	114.29%
K04. Contractors - Database	162.95	750.00	-587.05	21.73%
K05. Contractors - Attorney	647.50	500.00	147.50	129.5%
K06. Office Supplies	224.29	600.00	-375.71	37.38%
K07. Postage and Delivery	513.67	414.96	98.71	123.79%
K08. Monthly Board Meetings	1,601.95	2,850.00	-1,248.05	56.21%
K09. Bank Service Charges	36.50			
K10. Cash Advance	-65.61			
K11. Rent	365.00	579.96	-214.96	62.94%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	1,341.00	7,441.00	-6,100.00	18.02%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.57%
Total K00. General Operating Expenses	7,199.78	21,177.96	-13,978.18	34.0%
M00. Annual Meeting/Elections				
M03. Administration	247.00	889.98	-642.98	27.75%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	91.00			
Total M00. Annual Meeting/Elections	338.00	1,650.98	-1,312.98	20.47%
Total Expenses/Budget	38,279.11	96,428.04	-58,148.93	39.7%
Total Income/Budget	68,584.17	96,428.04	-27,843.87	71.13%

MADISON COUNTY SUBDIVISION REGULATIONS

SEPTEMBER 2006



Note:
These Regulations have been formatted to fit website requirements. Some minor alterations to the official version have been made.

Drafted by the
Madison County Planning Office and Planning Board.

Revised and Adopted by the
Madison County Board of Commissioners.

For More Information, Contact the
Madison County Planning Office
P.O. Box 278
Virginia City, MT 59755

(406) 843-5250
planner@3rivers.net

GLA 02341

Satisfaction of Improvements Guarantee until a specific period of time has passed, so that the performance of the guaranteed improvement can be properly evaluated.

c. Road access.

Roads providing primary access to and through a proposed subdivision must be accessible to the public, via:

(1) Rights-of-way dedicated for public use;
(2) Recorded public access and utility easements; and/or
(3) Recorded roads in subdivisions in existence before November 2000 (last Subdivision Regulations update) that have no history of ever blocking public access, and for which a homeowners association has recorded a "plat approval" covenant that assures continued public access.

"Gated Communities" are not permitted.

Subdivision roads shall be maintained by the property owners within the subdivision. Subdivisions that do not abut a public road maintained by Madison County or the State of Montana may be required to have a long-term maintenance agreement with the responsible party (e.g., Forest Service or Bureau of Land Management or other subdivision). Madison County will not be responsible for subdivision road maintenance.

Primary roads must be maintained in passable condition on a year-round basis. If Madison County doesn't have the resources to maintain a county road, the property owners within the proposed subdivision may be required to enter into a maintenance agreement with the county.

d. Relation to adjacent areas.

(1) When a proposed subdivision will adjoin unsubdivided land and reasonable access thereto must pass through the new subdivision, roads and right-of-way may be required so as to allow suitable access to the unsubdivided land. In such cases, proposed roads shall be extended to the boundary lines of the tract to be subdivided. Said access should be negotiated between the affected landowners.

Where a prescriptive easement exists, it may be required to be shown on the final plat.

(2) When a new subdivision will adjoin subdivided land, the arrangement of roads in the new subdivision may be required to

2007-07-18_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 18, 2007

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura Boise at 7:07 p.m., at St. John's Church.

PRESENT: Laura Boise (President), Eleanor Schieffelin (Vice-President), Janet Naclerio (Secretary) arrived 9:40; Charlene Murphy (Treasurer), Alyssa Angelis Allen, Edward Anderson, Dan Kehoe, Neil Kremer, William Smith and Rich Spallone.

ABSENT: Orlando Johnson, Charlotte Mizzi

ALSO ATTENDING: Denise Orr (GLA Administrative Secretary)

Guest: Mike Graham (Fire Marshal)

Landowners: Val O'Connell, Frances Owen

2. Set Agenda

3. Meeting Minutes – Status of approval via e-mail

The Board reviewed its e-mail vote on the May 5 and June 4, 2007 meeting minutes.

UNANIMOUS AGREEMENT: The meeting minutes of May , 2007 and June 4, 2007 are approved based on the results of the e-mail vote by the Board. (1 Abstention from Janet for May 5 minutes; she was not present for that meeting.)

4. Treasurers' Report – Charlene Murphy

4.1 Monthly Reports: Charlene reviewed "June 2007 Bank Transactions" and "2007 Budget Variance Report, January-June 2007."

UNANIMOUS AGREEMENT: The Board agreed to accept the above reports

File: MtgMins 07 18 07
Draft: 07 25 07 - Final
Approved: Via E-mail

4.2 Procedures Manual for GLA Bookkeeper

Charlene presented an extensive manual, professionally compiled and developed by Ronda Alexander, which details all of the responsibilities and procedures for the GLA Bookkeeper. Discussion.

ACTION ITEM: Charlene and Neil will send card and flowers to Ronda in gratitude for her service and the manual, etc.

5. Officers' Reports

5.1 Executive Committee – LB/ES/JN/CRM

5.1.1 Review recent meetings re: new subdivision regulations

Discussion included how to announce the 7/19/07 County Planners Meeting at the Livingston Courthouse, in which new regulations will be discussed and open for public comment.

ACTION ITEM: Laura and William will attend the 7/19 County meeting and then hold a committee meeting to determine what changes the GLA recommends be made to the new county regulations. These changes will be sent to County Planners and will include documentation of the state law that requires all roads to grant emergency vehicle access.

ACTION ITEM: Laura will help schedule a potential meeting with County Planners on August 6 or 20th at Emigrant Hall. Charlene will inquire about booking Emigrant Hall.

ACTION ITEM: Laura will ask Hertha to request from Tara DuPuy to identify which county regulations are currently in effect.

File: MtgMins 07 18 07
Draft: 07 25 07 - Final
Approved: Via E-mail

5.1.2 Donations Raised at June 19, 2007 Town Hall Meeting re: New County Regulations

MOTION: Eleanor motioned and William seconded to use the $500 (and no more) raised at the June 19, 2007 Town Hall Meeting as a retained to be used for GLA legal funds. **Motion carried unanimously.**

6. UNFINISHED BUSINESS – Committee Reports

6.1 Master Plan – NK

6.1.1 Review draft letter to shelters for clean up and/or safety issues – OJ/NK/LB

Discussion

6.2 Road and Weeds – WS/RS

6.2.1 Report on fire pond & discuss possible future solutions – WS/RS/NK/LB

Discussion. Neil reported on the current condition of the fire pond. Alyssa reported on her meeting with the Hardesty's, who have given easement rights to the GLA to have the fire pond on their property.

Mike Graham reported: (1) A few weeks ago, the SG fire pond was taken off the list of a valid water source for firefighters due to low water content; (2) According to new regulations , all water source sites have to be self-replenishing from a well and can never be obstructed, and; (3) The Yellowstone River cannot be used based on safetyissues.

Discussion: The Board and Mike Graham discussed the possibility of constructing a fire station in South Glastonbury with Church donated land and a well. Mike believes that funding could be acquired and local companies, such as Kenyon Noble, would probably donate materials. Mike has extensive experience in writing

grants and offered to help to the GLA to write a grant to fund this project.
ACTION ITEM: If and when the SG fire pond is ready to be excavated, remember to contact Charlene Kaufman (her property must be crossed to reach the pond).
ACTION ITEM: Laura and Neil will research what it takes to build a fire station and will stay in touch with Mike Graham re: station projects and water rights.
ACTION ITEM: Dan to contact Barbara Hopkins re: E Johnson water rights in South Glastonbury.

6.2.2 Hydrant on Venus Way: Mike rcommented that the hydrant donated to Glastonbury a couple of years ago hasn't been installed and needs to be in compliance with water tank needs to be in compliance with water tank regulations. Discussion.
ACTION ITEM: William will contact the DEQ for a permit to dig/install the hydrant on Venus Way.

6.3 Community - LB

6.3.1 Complaint Sub-Committee – LB/NK

6.3.1.1 Status of developing complaint process – LB/NK/OJ/DK

Laura reported that this project is in process.

6.3.1.2 J. Brettschneider complaint re: Parcel 81 (SG) – LB

a) Research solutions re: Parcel 81 (SG) – RS

Discussion.
ACTION ITEM: Laura will call Hansard after Mike Atkins is contacted.
ACTION ITEM: Charlene will update Brettschneider re: the status of response from owners regarding parcel clean-up.

File: MtgMins 07 18 07
Draft: 07 25 07 - Final
Approved: Via E-mail

6.3.1.3 E. Johnston complaints re: Parcel 81 (SG) & other matters - LB

Discussion.

ACTION ITEM: Charlene will update Johnston re: status of response of owners Regarding parcel clean up.

6.3.1.4 Parcel 82 (NG) – Visit to Parcel 82 (NG) re: gunshot noise/safety - LB

Laura reported that due to difficulties in contacting the owner, the letter regarding firing of guns in Glastonbury, will be sent to Parcel 82 (NG) owner.

6.3.1.5 Mike Rosa complaint re: travel trailers

Discussion.

ACTION ITEM: Alyssa to contact Mike Rosa to explain the GLA's policy re: travel trailers and to follow up with e-mail; copy e-mail to Denise.

6.3.1.6 Al Vinci Letter re: regulations

Board discussed.

ACTION ITEM: Laura to call Al to encourage him to direct questions to the Park County Planning Commission.

6.3.2 Vote of Approval of Signs for NG Fair

UNANIMOUS AGREEMENT: The Board agreed that the signs were in compliance with GLA sign standards and could be posted.

7. NEW BUSINESS - Committee Reports

7.1 Project Review – AA/RS

7.1.1 Parcel 45 (NG): Marcie Bodeaux/Zygmond Mayer Subdivision

Alyssa gave an overview of the subdivision plan and explained the need to handle the Application through the variance process.

MOTION: Alyssa motioned and Dan seconded to place the subdivision application for Parcel 45 (NG) from Marcie Bodeaux and Zygmond Mayer into the variance process and

to charge $400 for the variance fee. **Motion carried unanimously.**

7.1.2 Lot 22–D (SG): Justin Woodruff addition to house

Alyssa reviewed the application.

MOTION: Alyssa motioned and Rich seconded to approve Justin Woodruff's application for an addition to his house on Lot 22-D (SG) with the conditions that electrical and plumbing permits be obtained and any disturbed land be reseeded after construction. **Motion carried unanimously.**

7.1.3 Lot 54–A (SG): Zeccolo house/well/driveway/septic

Alyssa reviewed the application.

MOTION: Alyssa motioned and Rich seconded to approve the Zeccolo house/well/driveway/septic Application on Lot 54-A (SG) with the following conditions: (1) The proper electrical, septic, and plumbing permits be obtained; (2) Any disturbed land be reseeded after construction, and; (3) A road Approach permit for the driveway be obtained from the county. **Motion carried.** (Abstained – Neil and Janet)

7.1.4 Lot 88–A (SG): Tim Brockett well application

Alyssa and Rich reviewed the application.

MOTION: Alyssa motioned and Rich seconded to approve Tim Brockett's well application on Lot 88-A (SG) with the following conditions: (1) Should the proposed well be unsuccessful, Tim will immediately contact the Project Review Committee to review an alternate well location for approval prior to drilling. (2) Any abandoned well must be handled according to State regulations which require one of the following actions to prevent possible groundwater contamination: (a) the well casings be pulled and the holes be filled with bentonite; (b) the well casings be cut off 3 feet below grade and the holes be

filled with bentonite. (3) All disturbed land will be reseeded. (4) When complete, a well log will be provided to the GLA. **Motion carried unanimously.**

7.2 Road/Weed–WS/RS

7.2.1 Update re: Torodon fees for private landowners – WS

7.2.2 2007 Projected road work checklist – WS/RS

Discussion included preparing information to be sent to landowners, including: (1) A breakdown of what it currently costs to maintain roads, and; (2) Alternative options and costs for road maintenance, etc.

7.2.3 Report re: guard rail – WS

7.2.4 Proposal for chip sealing – WS/RS/OJ

7.2.5 Road access fact sheet

7.3 Recreation – JN/EA (Co-Chairs)

7.3.1 Update re: Inspection of potential building to be donated to the PVRC – WS/RS/CRM William explained that the building donation is cancelled.

7.4 Election Committee – CRM

Charlene and Denise briefly reviewed upcoming election tasks.

7. 5 Budget Committee – CRM/LB/JN/ES/OJ

7.5.1 Status of 2008 draft budget

Review of budget in progress.

8. Comment Period for Visiting Landowners.

9. Meeting Adjournment. Next Meeting Date: Monday, 8-13-07.

File: MtgMins 07 18 07
Draft: 07 25 07 - Final
Approved: Via E-mail

2007-07-18_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

WEDNESDAY, JULY 18, 2007

(revised)

NOTE: THE NEW LOCATION OF THE GLA BOARD OF DIRECTOR MEETINGS IS ST. JOHN'S CHURCH (ACROSS THE STREET FROM THE EMIGRANT POST OFFICE)

1. **Call to order; opening prayer**
2. **Set Agenda (*All proposed agenda items must be submitted to the appropriate Board Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these items should be added to the agenda.)***
3. **Meeting Minutes – Status of approval via e-mail**
4. **Treasurers' Report – CRM**
   - **4.1 Monthly Reports**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/ES/JN/CRM**
     - **5.1.1 Review recent meetings re: new subdivision regulations**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Master Plan – NK**
     - **6.1.1 Review draft letter to shelters for clean up and/or safety issues – OJ/NK/LB**
   - **6.2 Road and Weeds – WS/RS**
     - **6.2.2 Report on fire pond & discuss possible future solutions – WS/RS/NK/LB**
   - **6.3 Community - LB**
     - **6.3.1 Complaint Sub-Committee – LB/NK**
       - **6.3.1.1 Status of developing complaint process – LB/NK/OJ/DK**
       - **6.3.1.2 J. Brettschneider complaint re: Parcel 81 (SG) – LB**
         - **a) Research solutions re: Parcel 81 (SG) – RS**
         - **b) Review possible solutions to Hansard, Parcel 81 (SG) – LB**
       - **6.3.1.3 E. Johnston complaints re: Parcel 81 (SG) & other matters - LB**
       - **6.3.1.4 Parcel 82 (NG) – Visit to Parcel 82 (NG) re: gunshot noise/safety**
7. **NEW BUSINESS - Committee Reports**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Parcel 45– NG): Marcie Bodeaux/Zygmond Mayer subdivision**
     - **7.1.2 Lot 22– D (SG): Woodruff addition to house**
     - **7.1.3 Lot 54–A (SG): Zeccolo house/well/driveway/septic**
     - **7.1.4 Lot 88–A (SG): Tim Brockett/well application**
   - **7.2 Road/Weed–WS/RS**
     - **7.2.1 Update re: Torodon fees for private landowners – WS**
     - **7.2.2 2007 Projected road work checklist – WS/RS**
     - **7.2.3 Report re: guard rail – WS**
     - **7.2.4 Proposal for chip sealing – WS/RS/OJ**
     - **7.2.5 Road access fact sheet**
   - **7.3 Recreation – JN/EA (Co-Chairs)**
     - **7.3.1 Update re: Inspection of potential building to be donated to the PVRC – WS/RS/CRM**
   - **7.4 Election Committee – CRM**
   - **7. 5 Budget Committee – CRM/LB/JN/ES/OJ**
     - **7.5.1 Status of 2008 draft budget**
8. **Comment Period for Visiting Landowners.**
9. **Meeting Adjournment. Next Meeting Date: Monday, August 13, 2007.**

7/18/07

GLA 02353

07/17/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
107. Dwelling 2005	69.84			
108. Dwelling 2006	2,878.63			
109. Dwelling 2007	19,420.85	31,146.96	-11,726.11	62.4%
125. Land Prior to 2000	60.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	234.78			
131. Land 2005	428.83			
132. Land 2006	4,425.85			
133. Land 2007	32,440.68	48,675.96	-16,235.28	66.6%
150. GAV	3,552.50	7,105.00	-3,552.50	50.0%
160. Finance Chrgs Late Accnts	305.07			
161. Penalties Late Accounts	254.56			
Total 100. Parcel Assessment Fees	64,271.59	86,927.92	-22,656.33	73.9%
200. Project Review Fees				
201. Application Fee	175.00	575.04	-400.04	30.4%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
205. IF - Well	375.00	300.00	75.00	125.0%
206. IF - Driveway	150.00	225.00	-75.00	66.7%
207. IF - Septic	150.00	225.00	-75.00	66.7%
208. IF - Package	850.00	1,700.04	-850.04	50.0%
210. IF - Subdivison	0.00	750.00	-750.00	0.0%
214. IF - Major Variance	0.00	300.00	-300.00	0.0%
217. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	2,450.00	5,400.12	-2,950.12	45.4%
300. Roads				
301. CUT - Road Paving Loan	987.35	2,200.00	-1,212.65	44.9%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	3,987.35	3,800.00	187.35	104.9%
500. Interest Earned				
501. Savings Interest	239.26	300.00	-60.74	79.8%
Total 500. Interest Earned	239.26	300.00	-60.74	79.8%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
700. Other Income				
703. Website Reality Listing	15.00			
704. Donations for legal fund	405.00			
Total 700. Other Income	420.00			
Total Income	71,368.20	96,428.04	-25,059.84	74.0%
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - Other	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	1,100.00	3,200.00	-2,100.00	34.4%
A04. Travel	160.94	200.04	-39.10	80.5%
A05. Equipment Reg & Ins	880.00	1,665.00	-785.00	52.9%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A12. Contractors - NG Road Wrk	12,250.00			
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	6,500.00			
A13D. Leo Drive	1,300.00			
A13G. Hercules Road	7,680.00			
A13. Contractors - SG Road Wrk - Other	3,930.00			
Total A13. Contractors - SG Road Wrk	19,410.00			
Total A00. Roads & Weeds	52,329.08	64,000.08	-11,671.00	81.8%
B00. Project Review				
B01. Contractors	0.00	1,299.96	-1,299.96	0.0%
B04. Administration	1.74	275.04	-273.30	0.6%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	1.74	1,675.00	-1,673.26	0.1%

GLA 02354

07/17/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.4%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.5%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	198.55	600.00	-401.45	33.1%
D03B. PVRC Insurance	160.02	500.00	-339.98	32.0%
D03. PVRC - Other	5.07			
Total D03. PVRC	363.64	1,100.00	-736.36	33.1%
Total D00. Recreation	363.64	1,100.00	-736.36	33.1%
E00. Master Plan				
E03. Administration	1,870.38	999.96	870.42	187.0%
E04. Legal Fees	647.50	800.04	-152.54	80.9%
E05. Miscellaneous	223.33	100.00	123.33	223.3%
Total E00. Master Plan	2,741.21	1,900.00	841.21	144.3%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	300.00	-300.00	0.0%
F02. URL/Domain Fee	0.00	99.96	-99.96	0.0%
Total F00. Website	0.00	399.96	-399.96	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	162.68	409.04	-246.36	39.8%
Total G00. Liens	162.68	659.04	-496.36	24.7%
J00. Other Projects				
J03. Procedures Proposal	0.00	3,565.02	-3,565.02	0.0%
Total J00. Other Projects	0.00	3,565.02	-3,565.02	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,029.38	4,550.04	-3,520.66	22.6%
K02. Contractors - Bookkeeper	1,415.65	3,000.00	-1,584.35	47.2%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	162.95	750.00	-587.05	21.7%
K05. Contractors - Attorney	1,647.50	500.00	1,147.50	329.5%
K06. Office Supplies	224.29	600.00	-375.71	37.4%
K07. Postage and Delivery	513.67	414.96	98.71	123.8%
K08. Monthly Board Meetings	1,676.95	2,850.00	-1,173.05	58.8%
K09. Bank Service Charges	36.50			
K10. Cash Advance	-65.61			
K11. Rent	425.00	579.96	-154.96	73.3%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	1,341.00	7,441.00	-6,100.00	18.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.6%
Total K00. General Operating Expenses	8,582.28	21,177.96	-12,595.68	40.5%
M00. Annual Meeting/Elections				
M03. Administration	247.00	889.98	-642.98	27.8%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	91.00			
Total M00. Annual Meeting/Elections	338.00	1,650.98	-1,312.98	20.5%
Total Expense	64,658.16	96,428.04	-31,769.88	67.1%
Net Ordinary Income	6,710.04	0.00	6,710.04	100.0%
Net Income	**6,710.04**	**0.00**	**6,710.04**	**100.0%**

GLA 02356

---- Original Message ----
From: Timothy Brockett
Sent: Saturday, March 31, 2007 10:34 AM
To: Denise Orr; Charlene Murphy; Charlotte Mizzi; Dan Kehoe, Jr.; Edward Anderson; Eleanor Schieffelin; Janet Naclerio; Laura Boise; Neil Kremer; Orlando Johnson; Rich Spallone; William Smith
Subject: Project Review

Hello Board Members and Denise,

Courtesy of Alyssa, attached is a revised and more detailed map of Alan Carter's driveway, house and septic site. I emailed a PDF file of Alan Carter's application to all Board members on Friday. Please let me know if you did not receive it; I will email you another.

At the next meeting all Board members will have a chance to review the Project Review motion we approved at the last meeting. I spoke with many people about this motion. Here is a copy of the motion, detailed comments and a recommedation follow.

I make a motion that in keeping with section 3.19 of the Glastonbury Covenants, a landowner shall be in compliance with the covenants, standards, preliminary approval conditions and master plan for all structures and improvements to their property before receiving approval for a new project. In the case where a clear violation does exist, the landowner shall make a good- faith effort to rectify the violation(s).

The general thoughts I received were that the motion is in line with the covenants and gives the Board another way of dealing with covenant violations. The negative aspect of this motion is that it could be abused to unfairly penalize an applicant. This is where I think we, the Board, need to have a written procedure to deal with Project Review applications that come from landownwers who have clear covenant violations. Our **POLICY** was set by accepting the motion. Our **PROCEDURE** should be that whenever the Project Review Committee receives an application, that it believes should be held because the applicant has a clear covenant violation, then:

1) Project Review should present the application to the Board and provide documentation of the covenant violation. Documentation should include photos, letters of complaint submitted by nearby landowners to the Board and any letters sent by the Board to the landowner regarding covenant violations.

2) The Project Review committee should then ask the Board if it agrees that the appliacation should be put on hold until the landowner has made a "good faith effort" or is in compliance with the covenants. A vote by the Board should follow.

3) If the Board agrees with the Project Review Committee to put the application on hold, then the a letter should follow from Project Review and the Board to the applicant that details the covenant violations and explains what needs to be done in order for the Project Review application to move forward.

4) If the Board disagrees with the Projectt Review Committee's recomendation to place the application on hold, then the Project Review committee should present the applicant's application immediately so the Board may consider and vote on it.

Please let me know what you think. We can modify and then vote on this procedure and make it part of our Policy and Procedures manual. Then everything is spelled out clearly and all parties are assured of fair and equitable treatment.

Sincerely,
Tim Brockett

2007-08-13_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 13, 2007

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7:05 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Eleanor Schieffelin (Vice-President), Janet Naclerio (Secretary) arrived at 9:40 p.m.; Charlene Murphy (Treasurer), Alyssa Angelis Allen, Edward Anderson, Dan Kehoe, Neil Kremer, Orlando Johnson, Charlotte Mizzi, William Smith and Rich Spallone.
   ABSENT:
   ALSO ATTENDING: Denise Orr (GLA Administrative Secretary); **Landowners:** Frances Owen, Kristina Sones, Bob Sones, Sally Muto and Chuck Muto.

2. **Set Agenda**

3. **Meeting Minutes – Status of approval via e-mail. Tabled.**

4. **Treasurers' Report – Charlene Murphy**
   4.1 Monthly Reports: Charlene reviewed "Check Detail, July 2007" and "Check Deposit, July 2007" (these 2 reports will, from this date forward, replace the Bank Transactions report) and the "2007 Budget Variance Report, January –July 2007." Charlene also reviewed projected income.

   UNANIMOUS AGREEMENT: The Board agreed to accept the above reports.

   Attending landowners requested to review the Treasurers' reports. Discussion including the possibility of posting the reports on the website. Charlene agreed to send the reports to the requesting landowners

   ACTION ITEM: Denise will forward to Charlene the 5-year spread sheet (used in previous years) as a sample of a report that might be distributed at the annual meeting..

5. **Officers' Reports**
   5.1 Budget Committee - Executive Committee/Orlando/Charlotte
   5.1.1 Committee Budget Proposals received from chairs for 2008
   ACTION ITEM: Each Chair should submit their 2008 committee budget estimates to Charlene no later than 8/27.

   5.1.2 Status of research for proposal of 2008 Draft Budget – CRM
   A budget meeting is scheduled August 27, 2007, 7 p.m.

   5.2 Election Committee – CRM/ES 5.2.2 Review election process August through November – CRM
   Discussion/review of the election process and annual meeting.
   Unanimous Agreement: Per Orlando's suggestion, the annual meeting will be held from 9 a.m. – 12 p.m. instead of 10 a.m. – 1 p.m. .

   5.2.2.1 Board members who plan to run in November
   Charlene asked Board members who are completing their terms to inform her by e-mail

File: MtgMins 08 13 07
Draft: 08 10 15; 09 10 15 - FINAL
Approved: Via email

as to whether or not they plan to run in November.

5.2.2.2 Volunteers for Nominating Committee
Charlene passed around a volunteer sign-in sheet for the annual meeting/elections, etc.

ACTION ITEM: Find a mediator and timekeeper for the annual meeting.

5.3 Executive Committee – LB/ES/JN/CRM

5.3.1 Review recent meetings re: new subdivision regulations
Laura reported that she, William and Val met with the Park County (PC) Planners to discuss the regulations.
ACTION ITEM: Send to Laura suggested changes to new regulations that can be presented to the PC Planners at the next meeting.
ACTION ITEM: Eleanor will call Val and compile two lists of suggested changes to fire regulations and road regulations.

Tara Depuy Memo to Park County Planning Board, dated 7/19/07
Laura reported that GLA received a copy of Tara's memo to the PC Planning Board which states that "all roads in North and South Glastonbury are not subject to the current definition of legal and physical access in the 2006 Park County Subdivision Regulations that require roads or easements to be dedicated to the public." (Memo was distributed to the Board)

Lawsuit: Park County Planners
Laura reported that our attorney asked her to convey to the Board that those who desire to protest the process that the County Planners originally followed (to present the new subdivision regulations) could enter into a lawsuit that is about to be filed. The timeline for filing is August 20, 2007. The GLA's legal expense of entering the lawsuit could be limited to $500.
Discussion.
MOTION: Charlotte motioned and Edward seconded to approve, upon the advice of our attorney, to participate in the lawsuit that is being filed against Park County. The GLA will contribute $500 for legal fees. **Motion carried. (2 Abstained: Dan and Eleanor)**
ACTION ITEM: Laura will ask attorney if the GLA could join the lawsuit later than Aug. 20 and if so, what would be the ramifications.

Position Paper on the New County Subdivision Regulations.
ACTION ITEM: Laura to ask our attorney to develop a position paper that will update the landowners concerning the GLA's stance regarding the new subdivision regulations, etc. The GLA will then post it on our website and at the post office; it will also include it in our upcoming newsletter mailing.
ACTION ITEM: Val O'Connel will try to get the fire regulations from the Park County website and onto the GLA website.

5.3.2 Road Access Fact Sheet –LB, Tabled.

File: MtgMins 08 13 07
Draft: 08 10 15; 09 10 15 - FINAL
Approved: Via email

5.3.3 GLA work load allocation - AA/LB
Alyssa reviewed the extensive work load that is upon the GLA, the challenges in completing the work, the professional skills needed to do so and the expectations and demands of the landowners upon the Board. Discussion.
ACTION ITEM (A): Ask our attorney what the GLA Board's legal responsibilities are per the GLA Covenants, Bylaws, Articles and Master Plan.

ACTION ITEM (B): Prepare a presentation for the annual meeting (also send to landowners in a mailing) to include:
a) The responsibilities of the GLA Committees
b) The GLA Board Priority List
c) Present options to the landowner to vote upon concerning exactly what services it wants the GLA to perform. In each option, ask the landowner if he is willing to pay a certain cost for services (i.e.-complaint processing fee, etc.)

ACTION ITEM (C): Based on the feedback that the GLA receives from landowners from above Action Items (A) & (B), publish a statement which explains exactly what the GLA Board does and does not do.

Complaint Policy
The Board discussed changing the complaint process as follows: The Complaint Committee would: (1) After receiving the initial formal letter of complaint, it would send the appropriate GLA policy to the alleged offender; (2) If the the behavior in question is not resolved within a certain amount of time, the GLA would issue a statement that it does not have the jurisdiction to go further and therefore, it would give permission to both parties to handle the complaint through mediation or arbitration..
MOTION: Charlotte motioned and Alyssa seconded to send the above process to our attorney and ask if the GLA could use it to replace our past complaint procedures.
Motion carried unanimously.

5.3.3. 1 Policies/Procedures project
UNANIMOUS AGREEMENT: The Board agreed to allow more time for Denise to withdraw from attending GLA meetings and taking the minutes, so as to allow her to work on the Policies/Procedures project. Beginning at the September 19th meeting, Charlotte and Janet will be responsible for the minutes. Denise will still help in preparing materials for meetings and set up.

6. UNFINISHED BUSINESS – Committee Reports
6.1 Master Plan
UNANIMOUS AGREEMENT: The Board agreed that Charlotte will take over Neil's position as Chair for the MP Committee. (Neil resigned from the Board effective when a replacement is found)
6.1.1 Status of response from A. Shaw re: Neil's MP expense letter
Neil reported that he has received no response.

File: MtgMins 08 13 07
Draft: 08 10 15; 09 10 15 - FINAL
Approved: Via email

6.2 Road and Weeds – WS/RS

6.2.1 Status on research re: SG fire pond water rights – DK
No report.

6.2.2 Research re: constructing a new fire station – LB/NK
Neil reported that there is a $10,00 gallon water tank available for $2,500.
ACTION ITEM: Rich will check out the water tank reported by Neil..

6.2.3 Installation of hydrant on Venus Way – WS/RS
William reported that he will complete research on installing hydrant

ACTION ITEM: Charlotte will contact Church regarding donating some of its reserved land (including water rights for drilling a well), for the purpose of building a fire station.

ACTION ITEM: William and Rich will meet with Frances Owen to inspect her well for possible use as a fire hydrant in Upper South Glastonbury

ACTION ITEM: Neil Kremer and Rain Zecoola will write up a proposal regarding the fire station.

6.3 Community - LB

6.3.1 Complaint Sub-Committee – LB
ACTION ITEM: Find a volunteer to assist the complaint committee to handle minor complaints, using form letters.

6.3.1.1 Status of developing complaint process & letters – LB/DK
Laura reported that this was in process and our attorney will assist. .

6.4.1.2 Status of list of shelters w/problems – DK .
Dan reported this is in process and he'll consult with Philip Hoag.

6.4.1.3 Status of complaints re: Parcel 81 (SG) – LB/RS
Charlene and Laura reported a letter was sent to Brettschnieder and Johnston to review the current status of responses to their complaints. Laura reported that she spoke with Hansard and he agreed to clean up his parcel and meet with her and James Kozlik.

6.4.1.4 Status of Ev. Johnston complaints - LB
See 6.4.1.3 above and 7.3.1.2 below.

6.4.1.5 Status of complaint re: gunshot/noise on Parcel 82 (NG) - LB
Laura read firearms letter sent to Parcel 82 (NG) owner. .
Discussion
ACTION ITEM: Add to firearms letter that the GLA recommends landowners avoid firing arms in the early morning or late evening.

File: MtgMins 08 13 07
Draft: 08 10 15; 09 10 15 - FINAL
Approved: Via email

MOTION: Orlando motioned that the GLA establish a rifle range for common use. **Motion failed.**

ACTION ITEM: Board will send to Laura any ideas to assist in handling the the firearms issue.

7. NEW BUSINESS - Committee Reports

7.1 Project Review – AA/RS

7.1.1 Parcel 45 (NG): Bodeaux/Mayer subdivision variance - AA

Discussion included a review of the subdivision design that would allow the existing shelter to be on its own lot and honor existing Tenant-in-Common interests.

MOTION: Alyssa motioned and Charlene seconded to accept the subdivision variance request for Lot 45 NG with the following conditions: (1) Any disturbed land will be reseeded, and; (2) The lot with the shelter shall not be developed to become a site with a dwelling.

Discussion.

Motion carried unanimously.

7.2 Road/Weed–WS/RS

7.2.1 Proposal for upgrading roads

7.2.1.1 2007 Projected road work checklist – WS/RS. Tabled.

7.2.1.2 Proposal for chip sealing – WS/RS/OJ. Tabled.

7.2.2 Report re: guard rail – WS. Tabled.

7.3 Community Committee -- LB

7.3.1 Complaint Sub-Committee -- LB

7.3.1.1 Rattlesnake complaints (NG) – LB

7.3.1.2 Knapweed complaint re: Parcel 81 (SG) –LB

The GLA ehecked out Ev. Johnston's complaint re: knapweed on Parcel 81 (SG); it hired a company to spray Parcel 81.

ACTION ITEM: Send bill/letter to Parcel 81 owners. Notify Ev. Johnston.

7.3.1.3 ATV speeding/road damage complaints (NG) -- LB

Laura reported that she has received 3 complaints regarding: ATV's in Glastonbury. Mike Rosa and Ron Sones spoke about incidents where ATV drivers are tearing up roads, doing donuts, trespassing on to private property and making a lot of noise. Ron has talked to some of the parents of ATV drivers, but this has not seemed to help.

Discussion.

ACTION ITEM: Research/document snowmobiles, motorcycle, ATV laws and rules in Glastonbury Covenants.

ACTION ITEMS: Compile letter re: GLA policy on ATVs, have attorney review it, send to appropriate landowners and post on website. The letter will describe ATV driver requirements, including: driver must retain current

driver's license, possess current vehicle insurance in compliance with Montana law, possess current legal vehicle registration, follow safe driving methods, observe stop signs and posted speed limits, use common sense regarding safety based on weather, avoid disturbing neighbors with noise, etc. Landlords must also be responsible for informing their renters about these policies.

Discussion included possibility of a last resort penalty for repeated offenders that would involve getting a court injunction that states the offender cannot drive on GLA roads.

7.3.1.4 Gun shooting and arrow complaint on Pisces Way (NG) -- LB
Laura reviewed the complaint.
Discussion.

7.3.1.5 Consider possible rule changes re: ATVs and Guns - LB
Discussion
ACTION ITEM: Post the firearms, ATV and fire hazard policies on GLA website and in the next GLA newsletter to landowners.

7.4 Recreation – JN/EA (Co-Chairs)

7.4.1 Rattlesnake warning signs posted at PVRC fields - LB
Laura reported that snakes have been reported in North and South Glastonbury.
Warning signs have been posted at the soccer field.
ACTION ITEM: Rich will research the cost of removing snakes.
ACTION ITEM: Laura will ask telephone tree contact to announce snake warnings.

7.4.2 Mowing soccer fields - LB/CRM
J. Trisdale mowed the grass around the fields. .

ACTION ITEM: Include mowing around soccer fields for protection from snakes. in PVRC Section of Policies and Procedures Manual.

7.4.3 Status of PVRC Bylaws/non-profit status – LB
Laura reported that she learned new information concerning the Bylaws. She recently filed a 501-C3 document recently on the due date.

7.5 Website - EA

7.5.1 Report on posting rattlesnake caution notice on GLA website –LB
Laura reported notice was posted. .

7.5.2 Report on posting discharge of firearms letter on GLA website – LB
Laura reported that the firearms letter has been sent to Edward to post.

8. Comment Period for Visiting Landowners.

File: MtgMins 08 13 07
Draft: 08 10 15; 09 10 15 - FINAL
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9. **Meeting adjourned at 10:15 pm.** A private meeting followed for the purpose of electing a replacement for Neil Kremer's vacancy due to his resignation.
Next Meeting Date: Wednesday, September 19, 2007.

NEW ACTION ITEMS

TR081207	*Denise:* forward to Charlene the 5- year spread sheet.
BC081307	*Committee Chairs:* Submit committee 2008 budget estimates to Charlene no later than 8/27.
EC081307.1	*Charlene:* Find a mediator and timekeeper for the annual meeting.
EC081307.2	*Board:* Send to Laura suggested changes to new regulations that can be presented to the PC Planners at the next meeting.
EC081307.3	*Eleanor:* Call Val and compile two lists of suggested changes to fire regulations and road regulations.
EC081307.4	Laura: Ask attorney if the GLA could join the lawsuit later than Aug. 20 and request a written position paper to be posted on website, in post office and include in upcoming newsletter..
EC081307.5	*Val O'Connel:* Ttry to get the fire regulations off the Park County website and onto the GLA website.
EC081307.6	*Laura:* Ask attorney what the GLA Board's responsibilities are per our Covenants, Bylaws, Articles and Master Plan.
EC081307.7	*Alyssa/Board:* See 5.3.3 above. Prepare a presentation re: GLA responsibilities for the annual meeting and also include in a mailing to the landowners for a vote-based on response, publish statement that explains what the GLA does and does not do.
EC081307.8	*Laura:* Ask attorney to review proposed complaint process.
RDWD081307.1	*Rich:* Check out the water tank reported by Neil.
RDWD081307.2	*William:* Complete research on installing hydrant.
RDWD081307.3	*Charlotte:* Contact Church regarding donating land, etc.
RDWD081307.4	*William/Rich:* Meet with Frances Owen to inspect her well.
RDWD081307.5	*Neil/Rain:* Write up a proposal regarding the fire station.

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CM081307.1 *Laura/Board:* Find a volunteer to assist the complaint committee to handle minor complaints, using form letters.

CM081307.2 *Denise*: Add to firearms letter that the GLA recommends landowners avoid firing arms in the early morning or late evening.

CM081307.3 *Board:* Send to Laura any ideas to assist in handling the firearms issue.

PR081307 *Alyssa:* Send approval form to Bodeaux/Mayer

CM081307.4 *William/Rich/Denise:* Send bill/letter to Parcel 81 owners re: knapweed. Notify Ev. Johnston.

CM081307.5 *?* Research/document snowmobiles, motorcycle, ATV laws and rules in Glastonbury Covenants.

CM081307.6 *Denise/Laura:* Draft letter re: GLA policy on ATVs

CM081307.7 *Laura/Denise/Edward:* Post the firearms, ATV and fire hazard policies on GLA website and in the next GLA newsletter to landowners.

CM081307.8 *Rich:* Research the cost of removing snakes.

CM071307.9 *Laura:* Contact telephone tree person to announce snake warnings.

CM071307.10 *Denise:* Include mowing around soccer fields for protection from snakes. in PVRC Section of Policies and Procedures Manual.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
MONDAY, AUGUST 13, 2007 – ST. JOHN'S CHURCH, EMIGRANT

1. Call to order; opening prayer
2. Set Agenda (*Please submit all proposed agenda items to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda.)*
3. Meeting Minutes – approval via e-mail
4. Treasurers' Monthly Reports – CRM
5. Officers' Reports
   - 5.1 Budget Committee - CRM
     - 5.1.1 Budget Proposals received from chairs for 2008
   - 5.2 Election Committee – CRM/ES
     - 5.2.2 Review election process August thru November – CRM
       - 5.2.2.1 Board members who plan to run in November
       - 5.2.2.2 Board volunteers for Annual Meeting
   - 5.3 Executive Committee – LB/ES/JN/CRM
     - 5.3.1 Review recent meetings re: new subdivision regulations/road access
     - 5.3.3 GLA work load allocation - AA/LB
       - 5.3.3. 1 Policies/Procedures project report - LB
6. UNFINISHED BUSINESS – Committee Reports
   - 6.1 Master Plan
     - 6.1.1 Status of response from A. Shaw re: Neil's MP expense letter – NK
   - 6.3 Road and Weeds – WS/RS
     - 6.3.1 Status on research re: SG fire pond water rights – DK
     - 6.3.2 Research re: possible ideas for fire station at SG –NK/LB
     - 6.3.3 Research re: installation of hydrant on Venus Way – WS/RS
   - 6.4 Community - LB
     - 6.4.1 Complaint Sub-Committee – LB
       - 6.4.1.1 Status of developing new complaint process & letters – LB/DK
       - 6.4.1.2 Status of letter re: shelter problems – LB/DK
       - 6.4.1.3 Status of complaints re: Parcel 81 (SG) – LB/RS
       - 6.4.1.4 Status of E. Johnston complaints (SG) - LB
       - 6.4.1.5 Status of complaint re: gunshot/noise on Parcel 82 (NG) - LB
       - 6.4.1.6 Status of road encroachment complaint on Parcel ? (NG) – LB
7. NEW BUSINESS - Committee Reports
   - 7.1 Project Review – AA/RS
     - 7.1.1 Parcel 45 (NG): Bodeaux/Mayer subdivision variance - AA
   - 7.2 Road/Weed–WS/RS
     - 7.2.1 Proposal for upgrading roads
       - 7.2.1.1 2007 Projected road work checklist – WS/RS
       - 7.2.1.1 Proposal for chip sealing – WS/RS/OJ
     - 7.2.2 Report re: guard rail – WS
   - 7.3 Community Committee – LB
     - 7.3.1 Complaint Sub-Committee – LB
       - 7.3.1.1 Rattlesnake complaints (NG) – LB
       - 7.3.1.2 Knapweed complaint re: Parcel 81 (SG) –LB
       - 7.3.1.3 ATV speeding/road damage complaints (NG) – LB
       - 7.3.1.4 Gun shooting and arrow complaint on Pisces Way (NG) – LB
       - 7.3.1.5 Consider possible rule changes re: ATVs and Guns - LB
   - 7.4 Recreation – JN/EA (Co-Chairs)
     - 7.4.1 Rattlesnake warning signs posted at PVRC fields - LB
     - 7.4.2 Mowing soccer fields - LB/CRM
     - 7.4.3 Status of PVRC Bylaws/non-profit status - LB
   - 7.5 Website
     - 7.5.1 Report on posting rattlesnake caution notice on GLA website -LB
     - 7.5.2 Report on posting discharge of firearms letter on GLA website - LB
8. Comment Period for Visiting Landowners.
9. Meeting Adjournment. Next Meeting Date: WEDNESDAY, SEPTEMBER 19, 2007.

(Note: The September meeting originally scheduled for the 10th was changed to the 19th)

August 14, 2007

Dear Glastonbury Landowner,

The Glastonbury Landowners Association (GLA) has recently received several complaints regarding unsafe or disturbing driving practices by individuals on Glastonbury platted and private roads. These complaints have included trespassing on to private property; disturbances from loud noises produced by ATVs and, in some cases, damage to private roads and newly surfaced platted roads.

This letter is to bring to your attention the updated policy,* adopted by the GLA Board on August 13, 2007, regarding driving on Glastonbury common roads

Please carefully review this policy and be sure to pass it on to your family, guests and/or renters.

POLICY

Driving Requirements and Safety Standards on Glastonbury Common Roads

All individuals driving vehicles on Glastonbury common roads (including, but not limited to ATVs, recreational vehicles, snow mobiles and motorcycles) are required to uphold the following:

- Possess a current driver's license and vehicle registration.
- Possess current vehicle insurance in compliance with Montana law.
- Follow legal and safe driving methods, including caution when approaching children and pedestrians. Use common sense and safe practices when safety conditions and weather such as snow or ice necessitate slowing down.
- Observe stop signs, speed limit signs and other warning signs.
- Avoid being a nuisance to your neighbors with loud vehicle noise or music.
- Avoid driving your vehicle in ways that will damage the common roads. (Examples: Driving fast on newly graded surfaces; "donuting")
- Do not litter on roads or sides of roads.
- Respectfully observe your neighbor's private property; do not trespass upon your neighbor's roads or land without permission.

Thank you for your kind cooperation.

Sincerely,

THE BOARD OF DIRECTORS

* See Glastonbury Covenants, Section 8. Roads and Easements: (e.) The Association shall from time to time make, alter and enforce rules of health, safety, convenience and conduct on the platted road easements, including, but not limited to, speed limits, signals and signs, traffic regulations, weight and size limits, recreational usage, livestock usage, etc.; (i.) No motor vehicle shall be operated on the platted road easements in the Community except by a person having a valid operator's or driver's license, and all such operations shall be in accordance with any limitations contained in the license; and (j.) No Landowner may encroach upon any platted road easement bordering upon, joining or crossing the Landowner's parcel with fences, structures, improvements or any other use inconsistent with this section, except as permitted in writing by the Association.

Policy Driving Requirements
Ltr 8/14/07

07/17/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
107. Dwelling 2005	69.84			
108. Dwelling 2006	2,878.63			
109. Dwelling 2007	19,420.85	31,146.96	-11,726.11	62.4%
125. Land Prior to 2000	60.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	234.78			
131. Land 2005	428.83			
132. Land 2006	4,425.85			
133. Land 2007	32,440.68	48,675.96	-16,235.28	66.6%
150. GAV	3,552.50	7,105.00	-3,552.50	50.0%
160. Finance Chrgs Late Accnts	305.07			
161. Penalties Late Accounts	254.56			
Total 100. Parcel Assessment Fees	64,271.59	86,927.92	-22,656.33	73.9%
200. Project Review Fees				
201. Application Fee	175.00	575.04	-400.04	30.4%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
205. IF - Well	375.00	300.00	75.00	125.0%
206. IF - Driveway	150.00	225.00	-75.00	66.7%
207. IF - Septic	150.00	225.00	-75.00	66.7%
208. IF - Package	850.00	1,700.04	-850.04	50.0%
210. IF - Subdivison	0.00	750.00	-750.00	0.0%
214. IF - Major Variance	0.00	300.00	-300.00	0.0%
217. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	2,450.00	5,400.12	-2,950.12	45.4%
300. Roads				
301. CUT - Road Paving Loan	987.35	2,200.00	-1,212.65	44.9%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	3,987.35	3,800.00	187.35	104.9%
500. Interest Earned				
501. Savings Interest	239.26	300.00	-60.74	79.8%
Total 500. Interest Earned	239.26	300.00	-60.74	79.8%

July

GLA 02370

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
700. Other Income				
703. Website Reality Listing	15.00			
704. Donations for legal fund	405.00			
Total 700. Other Income	420.00			
Total Income	71,368.20	96,428.04	-25,059.84	74.0%
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - Other	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	1,100.00	3,200.00	-2,100.00	34.4%
A04. Travel	160.94	200.04	-39.10	80.5%
A05. Equipment Reg & Ins	880.00	1,665.00	-785.00	52.9%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A12. Contractors - NG Road Wrk	12,250.00			
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	6,500.00			
A13D. Leo Drive	1,300.00			
A13G. Hercules Road	7,680.00			
A13. Contractors - SG Road Wrk - Other	3,930.00			
Total A13. Contractors - SG Road Wrk	19,410.00			
Total A00. Roads & Weeds	52,329.08	84,000.08	-11,671.00	81.8%
B00. Project Review				
B01. Contractors	0.00	1,299.96	-1,299.96	0.0%
B04. Administration	1.74	275.04	-273.30	0.6%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	1.74	1,675.00	-1,673.26	0.1%

GLA 02371

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.4%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.5%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	198.55	600.00	-401.45	33.1%
D03B. PVRC Insurance	160.02	500.00	-339.98	32.0%
D03. PVRC - Other	5.07			
Total D03. PVRC	363.64	1,100.00	-736.36	33.1%
Total D00. Recreation	363.64	1,100.00	-736.36	33.1%
E00. Master Plan				
E03. Administration	1,870.38	999.96	870.42	187.0%
E04. Legal Fees	647.50	800.04	-152.54	80.9%
E05. Miscellaneous	223.33	100.00	123.33	223.3%
Total E00. Master Plan	2,741.21	1,900.00	841.21	144.3%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	300.00	-300.00	0.0%
F02. URL/Domain Fee	0.00	99.96	-99.96	0.0%
Total F00. Website	0.00	399.96	-399.96	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	162.68	409.04	-246.36	39.8%
Total G00. Liens	162.68	659.04	-496.36	24.7%
J00. Other Projects				
J03. Procedures Proposal	0.00	3,565.02	-3,565.02	0.0%
Total J00. Other Projects	0.00	3,565.02	-3,565.02	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,029.38	4,550.04	-3,520.66	22.6%
K02. Contractors - Bookkeeper	1,415.65	3,000.00	-1,584.35	47.2%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	162.95	750.00	-587.05	21.7%
K05. Contractors - Attorney	1,647.50	500.00	1,147.50	329.5%
K06. Office Supplies	224.29	600.00	-375.71	37.4%
K07. Postage and Delivery	513.67	414.96	98.71	123.8%
K08. Monthly Board Meetings	1,676.95	2,850.00	-1,173.05	58.8%
K09. Bank Service Charges	36.50			
K10. Cash Advance	-65.61			
K11. Rent	425.00	579.96	-154.96	73.3%

GLA 02372

Glastonbury Landowner's Association

2007 Budget Variance Report

January - June 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	1,341.00	7,441.00	-6,100.00	18.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.6%
Total K00. General Operating Expenses	8,582.28	21,177.96	-12,595.68	40.5%
M00. Annual Meeting/Elections				
M03. Administration	247.00	889.98	-642.98	27.8%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	91.00			
Total M00. Annual Meeting/Elections	338.00	1,650.98	-1,312.98	20.5%
Total Expense	64,658.16	96,428.04	-31,769.88	67.1%
Net Ordinary Income	6,710.04	0.00	6,710.04	100.0%
Net Income	**6,710.04**	**0.00**	**6,710.04**	**100.0%**

GLA 02373

2007-09-19_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 19, 2007

CONFIDENTIAL – DO NOT COPY

1. **Call to Order/Opening Prayer**
The meeting came to order at 6:59 p.m., at St. John's Church, Emigrant, Montana. It was decided that a private meeting would follow the regularly scheduled meeting beginning at 9:30 p.m. Charlotte gave the opening prayer.
Present: Laura Boise (President), Janet Naclerio (Secretary), Eleanor Schieffelin (Vice-President), Charlene Murphy (Treasurer), Edward Anderson, Rain Zeccolo, Charlotte Mizzi, William Smith, Alyssa Angelis Allen, and Rich Spallone.
Not Present: Orlando Johnson, Dan Kehoe, Jr.
Landowners Present: Frances Owen, Val O'Connell; guest sign-in sheet not located.

2. **Set Agenda**
Requested agenda item 8.1 to be removed. All voted to remove this item.

3 **Meeting Minutes** - Approval via e-mail.

4. **Treasurer's Monthly Reports – CRM**
The Board reviewed "Check and Deposit Detail Report, August 2007" and "Variance Report, August 2007." Discussion.
MOTION: Edward motioned and Janet seconded to accept the Treasurer's reports. **Motion carried unanimously.**

5. **Officers' Reports**
5.1 Budget Committee – CRM/OJ/CM/LB/JN
5.1.1 Review/discuss 2008 Budget Proposal
Charlene presented the proposed 2008 budget as prepared by the Budget Committee. Further development will be done on the budget and it will be reviewed and voted upon at the October Board meeting.

5.2 Election Committee – CRM/ES
5.2.1 Review election/annual meeting tasks/preparation, etc. – CRM
As of this date no nominations have been received. Nominations are due in one week.
5.3 Update: new subdivision regulations/road access issue. Tabled.

6. **UNFINISHED BUSINESS – Committee Reports**
6.1 Master Plan
6.1.1 Status of response from A. Shaw- re: Neil's MP expense letter- NK
No response as of this date.
6.2 Road & Weeds – WS/RS
6.2.1 Status of research re: SG fire pond water rights – DK
The fire department does not consider the pond as viable water source.

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6.2.2 Research re: possible ideas for fire station at SG – LB Tabled.

6.2.3 Report re: Meeting w/Frances Owen re: possible upper south hydrant – WS/RS

The area easement on Frances Owens' property needs to be an approved site. The water from the well needs to go into a 10,000 gallon -cistern tank. The cost for the project is $10,200, which includes excavation, etc. This is inclusive with the exception of the monthly fee for electric.

6.2.4 Status of Research re: Installation of Fire Hydrant on Venus Way – WS/RS

William Smith stated that an application has to be made and re-filed with RHQ for the installation of the fire hydrant at Venus Way.

6.3 Community – LB

6.3.1 Complaint Sub-Committee – LB

6.3.1.1 Status of developing new complaint process & letters – LB/DK

Laura stated that she would work with Hertha Lund for developing a new complaint process and the legalities involved with this process.

6.3.1.2 Status of letter re: shelter problems – LB/DK

Pending attorney review.

6.3.1.3 Status of solutions re: complaints concerning Parcel 81 (SG)-LB/RS

Pending attorney review.

6.3.1.4 ATV speeding/road damage complaints (NG) – LB Tabled.

6.3.1.5 Review possible changes to ATV's & Gun rules – LB Tabled.

7. NEW BUSINESS – Committee Reports

7.1 Project Review – AA/RS

7.1.1 Parcel 56 (NG) K. Rakela Sign Variance Application

MOTION: Charlotte motioned and Rain seconded to deny the Kathleen. Rakela's sign variance application. **Motion carried unanimously.**

UNANIMOUS CONCENT: Return the $50 waiver fee and $25 application fee to Kathleen. .

7.1.2 Parcel 108 (SG)/ Dennis & Wendy Riley – House addition application

MOTION: Alyssa motioned and Charlene seconded to approve the Riley's house addition application. **Motion carried.** (1 abstention – Rich)

7.2 Roads/Weed – WS/RS

7.2.1 Proposal for upgrading roads. Tabled.

7.2.1.1 2007 Projected road work checklist – WS/RS Tabled.

7.2.1.2 Proposal for chip sealing – WS/RS/OJ Tabled.

7.2.1.3 Committee meeting report – WS Tabled.

7.2.2.4 Land Donation for fire station – CM Tabled.

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7.2.2.5 Report re: guard rail – WS Tabled.

7.3. Community Committee- LB Tabled.

7.3.1 Draft of ATV Letter – LB/DO Tabled.

7.3.2 Complaints. Tabled.

7.3.3 Removing snakes – RS

Rich introduced Roger Seaman, who specializes in rattlesnake removal. Roger distributed rattlesnake elimination information, including how to find their source (dens). He agreed to submit this information and his contact information to our web-site. Roger estimated it would take a few afternoons to locate the snakes in the soccer field; his estimated cost for removing snakes is $310 per transmitter plus Roger's labor of $300-$400 per day.

8. Comment period for Visiting Landowners

8.1 Update on Township Research – Val O'Connell

This update was removed from the agenda per Board decision.

9. Meeting Adjournment. The meeting adjourned at 9:40 p.m. Next meeting will take place on Wednesday, October 10 at St. John's Church in Emigrant. **NOTE: THIS DATE WAS LATER CHANGED TO MONDAY, OCTOBER 15.**

NEW ACTION ITEMS:
(I didn't put the number on these due to time - Denise)

William Smith: Contact Marty Malone, County Extension Agent, regarding the weed grant.

Laura Boise: Review Bylaws to determine if there is a bidding process for contracts.

Rich: Gather information on the cost of electricity for a pump for a fire hydrant (on proposed easement on Frances Owens' property in High South) plus all other pertinent information. Alyssa will help Rich.

Laura: Follow up with attorney regarding complaint process letter.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda - REVISED
WEDNESDAY, SEPTEMBER 19, 2007 – ST. JOHN'S CHURCH, EMIGRANT

1. **Call to order; opening prayer**
2. **Set Agenda** (*Please submit all proposed agenda items to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda.)*
3. **Meeting Minutes – approval via e-mail**
4. **Treasurers' Monthly Reports – CRM**
5. **Officers' Reports**
   - **5.1 Budget Committee - CRM**
     - **5.1.1 Review/discuss 2008 Budget Proposal**
   - **5.2 Election Committee – CRM/ES**
     - **5.2.1 Review election/annual meeting tasks/preparation. etc. – CRM**
   - **5.3 Executive Committee – LB/ES/JN/CRM**
     - **5.3.1 Update: new subdivision regulations/road access issue**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Master Plan**
     - **6.1.1 Status of response from A. Shaw re: Neil's MP expense letter – NK**
   - **6.2 Road and Weeds – WS/RS**
     - **6.2.1 Status on research re: SG fire pond water rights – DK**
     - **6.2.2 Status of research re: possible ideas for fire station in SG –LB**
     - **6.2.3 Report re: Meeting w/Frances Owen re: possible upper south hydrant-WS/RS**
     - **6.2.4 Status of research re: installation of hydrant on Venus Way – WS/RS**
   - **6.3 Community - LB**
     - **6.3.1 Complaint Sub-Committee – LB**
       - **6.3.1.1 Status of developing new complaint process & letters – LB/DK**
       - **6.3.1.2 Status of letter re: shelter problems – LB/DK**
       - **6.3.1.3 Status of solutions re: complaints concerning Parcel 81 (SG) – LB/RS**
       - **6.3.1.4 ATV speeding/road damage complaints (NG) – LB**
       - **6.3.1.5. Review possible changes re: ATVs and Gun rules - LB**
7. **NEW BUSINESS - Committee Reports**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Parcel 56 (NG): K. Rakela Sign Application**
     - **7.1.2 Parcel 108 (SG): Dennis & Wendy Riley -Addition to house**
   - **7.2 Road/Weed–WS/RS**
     - **7.2.1 Proposal for upgrading roads**
       - **7.2.1.1 2007 Projected road work checklist – WS/RS**
       - **7.2.1.2 Proposal for chip sealing – WS/RS/OJ**
       - **7.2.1.3 Committee meeting report – WS**
     - **7.2.2 Status on research re: Fire Station, etc.**
       - **7.2.2.1 Possible ideas for fire station in SG –LB**
       - **7.2.2.2 SG fire pond water rights – DK**
       - **7.2.2.3 Land donation – CM**
       - **7.2.2.4 Meeting w/Frances Owen re: possible upper south hydrant –WS/RS**
     - **7.2.3 Status of research re: installation of hydrant on Venus Way – WS/RS**
     - **7.2.4 Report re: guard rail – WS**
   - **7.3.1 Community Committee – LB**
     - **7.3.1.1 Draft of ATV Letter – LB/DO**
     - **7.3.1.2 Removing snakes - RS Guest speaker - 7:30 pm (5-10 minutes max.)**
8. **Comment Period for Visiting Landowners.**
   - **8.1 Update on Township Research – Val O'Connell**
9. **Meeting Adjournment. Next Meeting Date: WEDNESDAY, October 10, 2007.**
   (Note: The next meeting is on a Wednesday)

09/06/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - August 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
107. Dwelling 2005	69.84			
108. Dwelling 2006	3,280.58			
109. Dwelling 2007	22,051.60	31,146.96	-9,095.36	70.8%
125. Land Prior to 2000	60.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	234.78			
131. Land 2005	529.83			
132. Land 2006	5,255.80			
133. Land 2007	36,167.09	48,675.96	-12,508.87	74.3%
150. GAV	5,328.75	7,105.00	-1,776.25	75.0%
160. Finance Chrgs Late Accnts	353.09			
161. Penalties Late Accounts	313.96			
Total 100. Parcel Assessment Fees	73,845.32	86,927.92	-13,082.60	85.0%
200. Project Review Fees				
201. Application Fee	283.92	575.04	-291.12	49.4%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
204. IF - Structures Over 800sf	200.00			
205. IF - Well	450.00	300.00	150.00	150.0%
206. IF - Driveway	150.00	225.00	-75.00	66.7%
207. IF - Septic	150.00	225.00	-75.00	66.7%
208. IF - Package	1,001.79	1,700.04	-698.25	58.9%
210. IF - Subdivison	150.00	750.00	-600.00	20.0%
211. IF - Road	200.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	0.00	300.00	-300.00	0.0%
217. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	3,385.71	5,400.12	-2,014.41	62.7%
300. Roads				
301. CUT - Road Paving Loan	1,476.12	2,200.00	-723.88	67.1%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
303. Snowplowing				
303A. Bank of the Rockies	300.00			
303B. Emigrant Post Office	225.00			
Total 303. Snowplowing	525.00			
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	5,001.12	3,800.00	1,201.12	131.6%
500. Interest Earned				
501. Savings Interest	327.13	300.00	27.13	109.0%
Total 500. Interest Earned	327.13	300.00	27.13	109.0%
700. Other Income				
703. Website Reality Listing	15.00			
704. Donations for legal fund	455.00			
Total 700. Other Income	470.00			
Total Income	83,029.28	96,428.04	-13,398.76	86.1%
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%

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Glastonbury Landowner's Association

2007 Budget Variance Report

January - August 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - ...	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	2,987.50	3,200.00	-212.50	93.4%
A04. Travel	160.94	200.04	-39.10	80.5%
A05. Equipment Reg & Ins	880.00	1,665.00	-785.00	52.9%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A12. Contractors - NG Road Wrk				
A12C. Capricorn Drive	2,600.00			
A12F. Gemini Road	780.00			
A12J. Sirius Drive	2,600.00			
A12K. Taurus Road	2,600.00			
A12. Contractors - NG Road Wrk - O...	3,670.00			
Total A12. Contractors - NG Road Wrk	12,250.00			
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	6,500.00			
A13D. Leo Drive	1,300.00			
A13G. Hercules Road	7,680.00			
A13. Contractors - SG Road Wrk - O...	3,930.00			
Total A13. Contractors - SG Road Wrk	19,410.00			
Total A00. Roads & Weeds	61,772.90	64,000.08	-2,227.18	96.5%
B00. Project Review				
B01. Contractors	0.00	1,299.96	-1,299.96	0.0%
B04. Administration	1.74	275.04	-273.30	0.6%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	1.74	1,675.00	-1,673.26	0.1%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.4%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.5%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	370.22	600.00	-229.78	61.7%
D03B. PVRC Insurance	703.78	500.00	203.78	140.8%
D03. PVRC - Other	5.07			
Total D03. PVRC	1,079.07	1,100.00	-20.93	98.1%
D05. Legal Fees	300.00			
D06. Miscellaneous	70.00			
Total D00. Recreation	1,749.07	1,100.00	649.07	159.0%
E00. Master Plan				
E03. Administration	1,908.63	999.96	908.67	190.9%
E04. Legal Fees	647.50	800.04	-152.54	80.9%
E05. Miscellaneous	223.33	100.00	123.33	223.3%
Total E00. Master Plan	2,779.46	1,900.00	879.46	146.3%

GLA 02381

09/06/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - August 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	208.33	300.00	-91.67	69.4%
F02. URL/Domain Fee	87.05	99.96	-12.91	87.1%
Total F00. Website	295.38	399.96	-104.58	73.9%
G00. Liens				
G01. Lien Filing	16.00	250.00	-234.00	6.4%
G03. Administration	290.18	409.04	-118.86	70.9%
Total G00. Liens	306.18	659.04	-352.86	46.5%
J00. Other Projects				
J03. Procedures Proposal	866.25	3,565.02	-2,698.77	24.3%
Total J00. Other Projects	866.25	3,565.02	-2,698.77	24.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,854.88	4,550.04	-2,695.16	40.8%
K02. Contractors - Bookkeeper	2,180.10	3,000.00	-819.90	72.7%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	162.95	750.00	-587.05	21.7%
K05. Contractors - Attorney	6,122.50	500.00	5,622.50	1,224.5%
K06. Office Supplies	306.18	600.00	-293.82	51.0%
K07. Postage and Delivery	631.13	414.96	216.17	152.1%
K08. Monthly Board Meetings	2,375.45	2,850.00	-474.55	83.3%
K09. Bank Service Charges	36.50			
K10. Cash Advance	84.39			
K11. Rent				
K11A Special Mtgs	75.00			
K11. Rent - Other	465.00	579.96	-114.96	80.2%
Total K11. Rent	540.00	579.96	-39.96	93.1%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	6,100.00	6,100.00	0.00	100.0%
Total K12. Insurance	7,441.00	7,441.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.6%
Total K00. General Operating Expenses	21,910.08	21,177.96	732.12	103.5%
M00. Annual Meeting/Elections				
M03. Administration	247.00	889.98	-642.98	27.8%
M04. Postage and Delivery	143.50	386.00	-242.50	37.2%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	211.00			
Total M00. Annual Meeting/Elections	676.50	1,650.98	-974.48	41.0%
Total Expense	90,497.09	96,428.04	-5,930.95	93.8%
Net Ordinary Income	-7,467.81	0.00	-7,467.81	100.0%
Net Income	**-7,467.81**	**0.00**	**-7,467.81**	**100.0%**

DRAFT
9 -19 -07

Policy Re: ATVS Driving Safety Requirements in Glastonbury

To Glastonbury Landowners,

In recent months the Glastonbury Landowners Association (GLA) has received several complaints regarding unsafe or disturbing driving practices by individuals on Glastonbury platted and private roads. These complaints have included trespassing on private property, disturbances from loud noises produced by ATVs and, in some cases, damage to private roads and newly surfaced platted roads.

Policy Re: Driving Safety Requirements on Platted Roads in Glastonbury

Please carefully review the following and be sure to pass these requirements on to your family, guests and/or renters.

All individuals who drive vehicles (including snow mobiles, motorcycles and ATVs) on Glastonbury common roads are required to uphold the following:

- Retain a current driver's license
- Possess current vehicle insurance in compliance with Montana law
- Possess current legal vehicle registration
- Follow safe driving methods, including caution when approaching children and pedestrians
- Observe stop signs and posted speed limits
- Use common sense regarding safety when weather and safety conditions (such as snow or ice) necessitate slowing down
- Avoid disturbing neighbors with excessive vehicle noise
- Avoid driving your vehicle in ways that will damage the roads
  (For example, "donuting"and speeding on newly graded surfaces is damaging)
- Respectfully observe private property; Do not trespass upon private roads or land

Thank you for upholding these driving standards and for passing this information on to others as appropriate. We hope that all landowners, renters, guests and their children will enjoy a sense of peace and security in a community that respects safe and courteous driving practices.

Sincerely,

THE BOARD OF DIRECTORS

Glastonbury Landowner's Association

2007 Operating Budget

Income/Expense Categories	2007 Projected Budget	Notes
Projected Income		
100. Assessment Fees for Land and Dwellings		
		$ 55,825 - 385 Parcels x $145.00
		(-) 3,049 - Uncollectable Lien Accounts
		(-) 1,305 - Subdivision Waivers
		(-) 2,795 - Uncollectible 2007 Fees (5%)
100. Assessments:133. Land 2007	$ 48,676.00	$ 48,676 - Total Land Assessment Fees
		$ 35,235 - 243 Dwellings x $145.00
		(-) 2,323 - Uncollectable Lien Accounts
		(-) 1,765- Uncollectible 2007 Fees (5%)
100. Assessments:108. Dwelling 2007	$ 31,147.00	$ 31,147 - Total Assessment Fees
100. Assessments:150. GAV	$ 7,105.00	$ 7,105 - Golden Age Village (49 x $145.00)
100. Total Assessment Fee Income	**$ 86,928.00**	
200. Project Review Fees for Landowner Building Projects		
200. Project Review Fees:201. Application Fee	$ 575.00	Non-refundable Application Fee
200. Project Review Fees:202. IF - House	$ 750.00	
200. Project Review Fees:203. IF - Structures 200/800sf	$ 300.00	
200. Project Review Fees:205. IF - Well	$ 300.00	
200. Project Review Fees:206. IF - Driveway	$ 225.00	
200. Project Review Fees:207. IF - Septic	$ 225.00	
200. Project Review Fees:208. IF - Package	$ 1,700.00	House, Well, Driveway and Septic
200. Project Review Fees:210. IF - Subdivison	$ 750.00	
200. Project Review Fees:214. IF - Major Variance	$ 300.00	
200. Project Review Fees:215. IF - Mobile Home Package	$ 275.00	Mobile Home, Well, Driveway and Septic
200. Project Review Fees:216. Road Use Fee	$ -	Businesses with Employees
200. Total Project Review Fee Income	**$ 5,400.00**	
300. Roads		
		1.0% of Loan Interest paid by Church Universal
300. Roads:301. CUT - Road Paving Loan	$ 2,200.00	Triumphant
300. Roads:302. Knap Weed Refund	$ 1,600.00	50% Refund from Park County
300. Total Road Income	**$ 3,800.00**	
500. Interest Earned		
500. Interest Earned:501. Savings Interest	$ 300.00	Interest Earned from Savings Account
500. Total Interest Earned Income	**$ 300.00**	
Total 2007 Projected Income	**$ 96,428.00**	

GLA 02384

Glastonbury Landowner's Association

2007 Operating Budget

Income/Expense Categories	2007 Projected Budget	Notes
Projected Expenses		
A00. Roads & Weeds		
A00. Roads & Weeds:A01. Contractors - Road Mtce	$ 21,940.00	Grading, Gravel, Sanding
A00. Roads & Weeds:A02. Contractors - Snow Removal	$ 5,500.00	Snow Plowing, Fences
A00. Roads & Weeds:A03. Contractors - Weed Control	$ 3,200.00	Weed Spraying, Mowing
A00. Roads & Weeds:A04. Travel	$ 200.00	Inspect Roads & Weeds
A00. Roads & Weeds:A05. Equipment Reg & Ins	$ 1,665.00	
A00. Roads & Weeds:A06. Equipment Mtce	$ 500.00	
A00. Roads & Weeds:A07. Discounts - Weed Control	$ 150.00	GLA Landowner Discount Program
A00. Roads & Weeds:A08. Road Improvement Loan	$ 30,225.00	1st National Bank of Rockies
A00. Roads & Weeds:A09. Administration	$ 120.00	Correspondence, Postage
A00. Roads & Weeds:A11. Miscellaneous	$ 500.00	
A00. Total Road Expenses	**$ 64,000.00**	
B00. Project Review		
B00. Project Review:B01. Contractors	$ 1,300.00	
B00. Project Review:B04. Administration	$ 275.00	Correspondence, Postage
B00. Project Review:B05. Legal Fees	$ 100.00	
B00.. Total Project Review Expenses	**$ 1,675.00**	
C00. Complaints		
C00. Complaints:C01. Contractors	$ 70.00	
C00. Complaints:C04. Legal Fees	$ 200.00	
C00. Complaints:C05. Miscellaneous	$ 30.00	
C00. Total Complaint Expenses	**$ 300.00**	
D00. Recreation		
		$ 500 - Liability Insurance $ 600 - Electricity
D00. Recreation:D03. Paradise Valley Recreation Center	$ 1,100.00	$ 1,100 - Total PVRC Expenses
D00. Total Recreation Expenses	**$ 1,100.00**	
E00. Master Plan		
E00. Master Plan:E03. Administration	$ 1,000.00	Correspondence, Postage
E00. Master Plan:E04. Legal Fees	$ 800.00	
E00. Master Plan:E05. Miscellaneous	$ 100.00	
E00. Total Master Plan Expenses	**$ 1,900.00**	
F00. Website		
F00. Website:F01. Contractors - Dev & Mtce	$ 300.00	
F00. Website:F02. URL/Domain Fee	$ 100.00	
F00. Total Website Expenses	**$ 400.00**	

GLA 02385

Glastonbury Landowner's Association

2007 Operating Budget

Income/Expense Categories	2007 Projected Budget	Notes
G00. Liens		
G00. Liens:G01. Lien Filing	$ 250.00	Fees for Filing a Lien
G00. Liens:G03. Administration	$ 409.00	Correspondence, Postage
G00. Total Lien Expenses	**$ 659.00**	
J00. Other Projects		
J00. Other Projects:J03. Procedures	$ 3,565.00	Produce Policy & Procedures Manuals
J00. Total Other Projects	**$ 3,565.00**	
K00. General Operating Expenses		
K00. Operating Expenses:K01. Contractors - Admin Sec	$ 4,550.00	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings
K00. Operating Expenses:K02. Contractors - Bookkeeper	$ 3,000.00	Financial accounting, landowner data
K00. Operating Expenses:K03. Contractors - Accountant	$ 105.00	Federal & State Tax Filing
K00. Operating Expenses:K04. Contractors - Database	$ 750.00	Research & Update Landowner Information
K00. Operating Expenses:K05. Contractors - Attorney	$ 500.00	Legal Advice
K00. Operating Expenses:K06. Office Supplies	$ 600.00	Letterhead, Envelopes, Labels, etc.
K00. Operating Expenses:K07. Postage and Delivery	$ 415.00	Stamps, Shipping
K00. Operating Expenses:K08. Monthly Board Meetings	$ 2,850.00	Meeting Minutes, Handouts, Refreshments
K00. Operating Expenses:K11. Rent	$ 580.00	GLA File Storage, Board Meetings
K00. Operating Expenses:K12. Insurance	$ 7,441.00	$ 1,341 - GLA Board Liability Insurance $ 6,100 - GLA Community Insurance $ 7,441 - Total Insurance Expenses
K00. Operating Expenses:K13. Taxes	$ 317.00	Park County Property Taxes
K00. Operating Expenses:K14. Licenses and Permits	$ 70.00	Corporate Non-Profit Licensing
K00. Total General Operating Expenses	**$ 21,178.00**	
M00. Annual Meeting/Elections		
M00. Annual Meeting/Elections:M03. Administration	$ 890.00	Nomination & Election Packets, Meeting set-up & Coordination, Meeting Handouts
M00. Annual Meeting/Elections:M04. Postage and Delivery	$ 386.00	Nomination & Election Packets
M00. Annual Meeting/Elections:M05. Refreshments	$ 300.00	Annual Meeting
M00. Annual Meeting/Elections:M06. Rent	$ 75.00	Emigrant Hall Rental
M00. Total Annual Meeting/Elections Expenses	**$ 1,651.00**	
Total 2007 Projected Expenses	**$ 96,428.00**	
Total 2007 Projected Income	**$ 96,428.00**	
2007 Balanced Projected Budget	**$ -**	

GLA 02386

2007-10-15_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 15, 2007

CONFIDENTIAL – DO NOT COPY

1. Call to order / Opening Prayer

The meeting was called to order by Laura Boise at 7:05 p.m., at St John's Church.
PRESENT: Laura Boise (President), Janet Naclerio (Secretary), Charlene Murphy (Treasurer), Orlando Johnson, Rain Zeccolo, Charlotte Mizzi, Alyssa Angelis, William Smith.
ABSENT: Eleanor Schieffelin (Vice President), Dan Kehoe, Jr., Edward Anderson, Rich Spallone.
ALSO ATTENDING: Landowners: Frances Owen, Valerie O'Connell, ...(need the other attendees)

2. Set Agenda

3. Meeting Minutes – approval via e-mail

September 19th Minutes to be reviewed next week after changes are completed.

4. Treasurer's Monthly Reports – CRM

MOTION: Orlando Johnson motioned and Alyssa seconded to accept the Treasurers' Reports. **Motion carried unanimously**

5. Officers' Reports

5.1 Budget Committee - CRM

5.1.1 Review/discuss 2008 Budget Proposal

The Road Committee proposed a budget of $69,910; when it meets, it will re-designate some of money as a capital expense. The Board agreed to change the name of budget item COO from Complaints to "Landowner Issues."
The Board discussed that a volunteer manager consultant was needed to suggest ways to streamline the GLA's workload.

5.1.1.1 Vote Re: 2008 Assessments

MOTION: Orlando motioned and William seconded to increase the GLA 2008 assessments from $145 each per lot and dwelling to $159. **Motion carried unanimously.**

MOTION: Janet motioned to approve the **2008 Budget Proposal.** William seconded the motion. **Motion carried unanimously.**

5.1.2 Tracking Receivable Data for North and South Glastonbury (WHAT DATA IS THIS. VAGUE.

Discussion and review of information was presented. The data will be collected for the Board's purposes.

File: MtgMins 10 15 07
Draft: 11 03 15 - Final
Approved: Via Email mid Nov.

5.2 Election Committee - CRM/ES

5.2.1 Review election/annual meeting tasks/preparation, etc. – CRM

ACTION ITEM: Committee Chairs need to send their annual meeting presentation outlines via e-mail to Charlene by November 1; Also send a list inform handouts that will need to be xeroxed for the meeting

The annual meeting is scheduled to start at 9 a.m. and end at noon. Board members are requested to arrive by 8:00 a.m. Candidates will be given 3-minutes for their presentations, followed by a question an answer period.

UNANIMOUS AGREEMENT: The Board approved the proposed Annual Meeting/Elections Meeting agenda

5.3 Executive Committee - LB/ES/CRM

5.3.1 Update: new subdivision regulations/road access issue. (No notation about this subject was given…was this tabled?)

6. Unfinished Business – Committee Reports

6.1 Project Review –AA/RS

6.1.1 Parcel 56 NG – K. Rakela Sign Variance –Further discussion – AA

MOTION: Alyssa motioned and Charlene seconded that the Project Review Committee inform Kathleen Rakela that according to the Master Plan, a neighborhood review would need to be conducted in order for the Board to have sufficient input to make a decision about her variance request. Alyssa will ask Kathleen to indicate to the Board if she wishes to proceed by having the Project Review Committee do further evaluation of the landowners affected and of the costs for conducting the variance process. (The Committee's findings would then be presented to the Board.) If, at the appropriate time, Kathleen wishes to proceed with the variance, the $50 already paid (for a minor variance) shall apply toward the major variance fee. If Kathleen does not wish to proceed with the variance, the $50 shall be refunded in full.
Motion carried unanimously

6.2 Master Plan

6.2.1 Status report from Alan Shaw re: MP Expense

Charlene reported that Alan Shaw requested receipts for all expenses incurred for the Master Plan. The Church will reimburse the GLA when receipts are received.

6.3 Community - LB

6.3.1 Complaint Sub-Committee – LB

Complaint related issues are tabled pending attorney review
Complaints will be dealt with at a special meeting.

7. NEW BUSINESS – Committee Reports

7.1 Project Review – AA/RS

7.1.1 Parcel 74 (SG) Richard & Alyssa Allen – Tool Shed Addition

Alyssa Allen withdrew from the Chair of the Project Review Committee for this application and made a presentation as a landowner.
MOTION: Charlene motioned and Orlando seconded to accept Richard and Alyssa Allen's tool shed application as presented with the condition that any disturbed land will be re-seeded after construction. **Motion carried.**
(1 abstention - Alyssa)

7.2 Road/Weed – WS/RS

7.2.1 Committee Report regarding road issue – WS/RS

The Road Committee now has 10 to 12 people participating; it is working on deep issues to address the fabric of the community. **(This is a vague statement and really says nothing. Was anything significant reported?)**

7.2.2 Report re: Weed Grant Information – WS *Removed from agenda.*

7.2.3 Status on research re: Fire Station, etc. – LB *Removed from agenda.*
Fire Station research is currently on hold.

7.2.4 Report on cost of electricity, etc., for pump for the fire hydrant in high south (Frances Owen's property) RSW/AA Tabled.

7.2.5 Report on research of Bylaws re: contractor bidding practices
MOTION: Charlotte motioned and Orlando seconded to have an exception to the GLA policy that the Board must have two bids from contractors when circumstances justify having one bid. **Motion carried unanimously.**
Orlando recommended that there should be a memo of record that if there is only one bid, the memo shall state the reason for the acceptance of one bid.

7.2.6 Report on Roger Seaman proposal for snake removal – RS Tabled

7.3 Abandoned Cars on Road Sides of Trail Creek Area

The Board discussed vehicles that are parked on land that is outside of the Community of Glastonbury. It reviewed a map of the Trail Creek area and

determined that the area is county land/easement and therefore, concerned landowners should be advised to contact the Sheriff to remove the vehicles.

8. **Comment period for Visiting Landowners**
Frances Owen requested GLA participation in the cost of installing a fence between Glastonbury land and Nelson Story's land due to problems with cattle roaming on to her property. The GLA owns Parcel 96 (SG) which is common use land and borders Nelson Story's land. William and Laura will research this issue.

9. **Meeting Adjournment at 10:10 pm. Next Meeting:** Monday, November 12, 2007 at St. John's Church.

NEW ACTION ITEMS

Janet: Call Eileen Story to change the next meeting from November 5 to November 12

Committee Chairs: Submit to Charlene (via e-mail) by November 1, an outline of annual meeting committee report plus a list of handouts to be xeroxed for the meeting.

William/Laura: Research and getting definitive information regarding free ranging cows.

File: MtgMins 10 15 07
Draft: 11 03 15 - Final
Approved: Via Email mid Nov.

2007-10-15_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
MONDAY, OCTOBER 15, 2007 -- ST. JOHN'S CHURCH, EMIGRANT

1. **Call to order; opening prayer**
2. **Set Agenda (*Please submit all proposed agenda items to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda.)***
3. **Meeting Minutes – approval via e-mail**
4. **Treasurers' Monthly Reports – CRM**
5. **Officers' Reports**
   - **5.1 Budget Committee - CRM**
     - **5.1.1 Review/discuss 2008 Budget Proposal**
       - **5.1.1. 1 Vote re: 2008 assessments**
   - **5.2 Election Committee – CRM/ES**
     - **5.2.1 Review election/annual meeting tasks/preparation, etc. – CRM**
   - **5.3 Executive Committee – LB/ES/JN/CRM**
     - **5.3.1 Update: new subdivision regulations/road access issue**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 Parcel 56 NG – K. Rakela Sign Variance - Further Discussion- AA**
   - **6.2 Master Plan**
     - **6.2.1 Status of response from A. Shaw re: MP expense**
   - **6.3 Community - LB**
     - **6.3.1 Complaint Sub-Committee – LB**
     - **Complaint related issues are tabled pending attorney review.**
7. **NEW BUSINESS - Committee Reports**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Parcel 74 (SG)/Richard & Alyssa Allen - Tool Shed Addition**
   - **7.2 Road/Weed–WS/RS**
     - **7.2.1 Committee report regarding road issues – WS/RS**
     - **7.2.2 Report re: Weed Grant information-WS**
     - **7.2.3 Status on research re: Fire Station, etc.-LB)**
     - **(Fire station research is currently on hold)**
     - **7.2.4 Report on cost of electricity, etc., for a pump for fire hydrant in high south (Frances Owens property) – RS/AA**
     - **7.2.5 Report on researh of Bylaws re: contractor bidding practices**
     - **7.2.6 Report on Roger Seaman proposal for snake removal -RS**
8. **Comment Period for Visiting Landowners.**
9. **Meeting Adjournment. Next Meeting Date: Monday, November 5, 2007.**

Accounts Receivable Data for North and South Glastonbury

2007	North Glastonbury		South Glastonbury	
	53,306.60		41,151.53	
2006				
	48,523.76		36,661.35	
2005				
	47,614.62		35,244.23	
2004				
	45,347.14		29,774.60	
2003				
	39,877.60		28,960.00	
2002				
	36,114.40		28,080.00	
2001				
	34,386.20		27,740.00	
2000				
	33,980.17		22,003.83	
TOTAL A.R. 2000-2007	$339,150.49		$249,615.54	$89,534.95(more A.R. for NG)
Subtract total Liens 2000-2007	$50,249.89		$24,427.11	
Subtract liens from A.R.	$288,900.06		$255,188.43	$63,712.17 (more paid by NG 2000-2007)

This information is taken from accounts receivable data. The difference of accounts receivable totals from 2000-2007 shows North Glastonbury had $89,534.95 more accounts receivable than South Glastonbury. However, the Accounts Receivable is not what was actually paid due to unpaid liens. The liens are then subtracted and the final number of $63,712.17 shows the greater amount paid by North Glastonbury due to the greater number of dwellings.

10/10/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - September 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
107. Dwelling 2005	69.84			
108. Dwelling 2006	3,364.08			
109. Dwelling 2007	23,536.20	31,146.96	-7,608.76	75.6%
125. Land Prior to 2000	60.00			
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	234.78			
131. Land 2005	536.83			
132. Land 2006	5,350.70			
133. Land 2007	38,031.69	48,675.96	-10,644.27	78.1%
150. GAV	5,328.75	7,105.00	-1,776.25	75.0%
160. Finance Chrgs Late Accnts	353.09			
161. Penalties Late Accounts	320.56			
Total 100. Parcel Assessment Fees	77,388.52	86,927.92	-9,539.40	89.0%
200. Project Review Fees				
201. Application Fee	408.92	575.04	-166.12	71.1%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	0.00	300.00	-300.00	0.0%
204. IF - Structures Over 800sf	400.00			
205. IF - Well	525.00	300.00	225.00	175.0%
206. IF - Driveway	225.00	225.00	0.00	100.0%
207. IF - Septic	300.00	225.00	75.00	133.3%
208. IF - Package	1,001.79	1,700.04	-698.25	58.9%
209. IF - Mobile Home	100.00			
210. IF - Subdivison	150.00	750.00	-600.00	20.0%
211. IF - Road	200.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	400.00	300.00	100.00	133.3%
217. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	4,510.71	5,400.12	-889.41	83.5%
300. Roads				
301. CUT - Road Paving Loan	1,476.12	2,200.00	-723.88	67.1%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
303. Snowplowing				
303A. Bank of the Rockies	300.00			
303B. Emigrant Post Office	225.00			
Total 303. Snowplowing	525.00			
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	5,001.12	3,800.00	1,201.12	131.6%
500. Interest Earned				
501. Savings Interest	367.44	300.00	67.44	122.5%
Total 500. Interest Earned	367.44	300.00	67.44	122.5%
700. Other Income				
703. Website Reality Listing	15.00			
704. Donations for legal fund	455.00			
Total 700. Other Income	470.00			
Total Income	87,737.79	96,426.04	-8,690.25	91.0%
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - September 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal ...	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	2,987.50	3,200.00	-212.50	93.4%
A04. Travel	160.94	200.04	-39.10	80.5%
A05. Equipment Reg & Ins	880.00	1,665.00	-785.00	52.9%
A06. Equipment Misc	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A12. Contractors - NG Road Wrk				
A12C. Capricorn Drive	2,600.00			
A12F. Gemini Road	780.00			
A12J. Sirius Drive	2,600.00			
A12K. Taurus Road	2,600.00			
A12. Contractors - NG Road Wrk - ...	3,670.00			
Total A12. Contractors - NG Road Wrk	12,250.00			
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	6,500.00			
A13D. Leo Drive	1,300.00			
A13G. Hercules Road	7,680.00			
A13. Contractors - SG Road Wrk - ...	3,930.00			
Total A13. Contractors - SG Road Wrk	19,410.00			
Total A00. Roads & Weeds	61,772.90	64,000.08	-2,227.18	96.5%
B00. Project Review				
B01. Contractors	847.50	1,299.96	-452.46	65.2%
B04. Administration	1.74	275.04	-273.30	0.6%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
B06. Miscellaneous	50.00			
Total B00. Project Review	899.24	1,675.00	-775.76	53.7%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.4%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.5%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	446.12	600.00	-153.88	74.4%
D03B. PVRC Insurance	703.78	500.00	203.78	140.8%
D03. PVRC - Other	5.07			
Total D03. PVRC	1,154.97	1,100.00	54.97	105.0%
D05. Legal Fees	300.00			
D06. Miscellaneous	70.00			
Total D00. Recreation	1,524.97	1,100.00	424.97	138.6%
E00. Master Plan				
E03. Administration	1,908.63	999.96	908.67	190.9%
E04. Legal Fees	647.50	800.04	-152.54	80.9%
E05. Miscellaneous	223.33	100.00	123.33	223.3%
Total E00. Master Plan	2,779.46	1,900.00	879.46	146.3%

GLA 02396

Glastonbury Landowner's Association

2007 Budget Variance Report

January - September 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	208.33	300.00	-91.67	69.4%
F02. URL/Domain Fee	87.05	99.96	-12.91	87.1%
Total F00. Website	295.38	399.96	-104.58	73.9%
G00. Liens				
G01. Lien Filing	16.00	250.00	-234.00	6.4%
G03. Administration	290.18	409.04	-118.86	70.9%
Total G00. Liens	306.18	659.04	-352.86	46.5%
J00. Other Projects				
J03. Procedures Proposal	866.25	3,565.02	-2,698.77	24.3%
Total J00. Other Projects	866.25	3,565.02	-2,698.77	24.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,225.38	4,550.04	-2,324.66	48.9%
K02. Contractors - Bookkeeper	2,180.10	3,000.00	-819.90	72.7%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	162.95	750.00	-587.05	21.7%
K05. Contractors - Attorney	6,122.50	500.00	5,622.50	1,224.5%
K06. Office Supplies	318.47	600.00	-281.53	53.1%
K07. Postage and Delivery	754.13	414.96	339.17	181.7%
K08. Monthly Board Meetings	2,752.45	2,850.00	-97.55	96.6%
K09. Bank Service Charges	36.50			
K10. Cash Advance	84.39			
K11. Rent				
K11A Special Mtgs	75.00			
K11. Rent - Other	465.00	579.96	-114.96	80.2%
Total K11. Rent	540.00	579.96	-39.96	93.1%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	6,100.00	6,100.00	0.00	100.0%
Total K12. Insurance	7,441.00	7,441.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.6%
K00. General Operating Expenses - O...	0.00			
Total K00. General Operating Expenses	22,792.87	21,177.96	1,614.91	107.6%
M00. Annual Meeting/Elections				
M03. Administration	344.50	889.98	-545.48	38.7%
M04. Postage and Delivery	174.99	386.00	-211.01	45.3%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	211.00			
Total M00. Annual Meeting/Elections	805.49	1,650.98	-845.49	48.8%
Total Expense	92,182.27	96,428.04	-4,245.77	95.6%
Net Ordinary Income	-4,444.48	0.00	-4,444.48	100.0%
Net Income	-4,444.48	0.00	-4,444.48	100.0%

2008 Proposed Budget

Income/Expense Categories	2008 Projected Budget	Notes
Projected Income		
100. Assessment Fees for Land and Dwellings		
		$ 61,215 - 385 Parcels x $159.00
		(-) 3,975- Uncollectable Lien Accounts
		(-) 1,405 - Subdivision Waivers
		(-) 3,060 - Uncollectible 2008 Fees (5%)
100. Assessments:133. Land 2008	$ 52,755.00	$ 52,755 - Total Land Assessment Fees
		$ 38,637 - 243 Dwellings x $159.00
		(-) 2,544 - Uncollectable Lien Accounts
		(-) 1,931- Uncollectible 2008 Fees (5%)
100. Assessments:108. Dwelling 2008	$ 34,162.00	$ 34,162 - Total Assessment Fees
100. Assessments:150. GAV	$ 7,791.00	$ 7,791 - Golden Age Village (49 x $159.00)
100. Total Assessment Fee Income	**$ 94,708.00**	
200. Project Review Fees for Landowner Building Projects		
200. Project Review Fees:201. Application Fee	$ 475.00	Non-refundable Application Fee
200. Project Review Fees:202. IF - House	$ 600.00	
200. Project Review Fees:203. IF - Structures 200/800sf	$ 250.00	
200. Project Review Fees:205. IF - Well	$ 250.00	
200. Project Review Fees:206. IF - Driveway	$ 175.00	
200. Project Review Fees:207. IF - Septic	$ 175.00	
200. Project Review Fees:208. IF - Package	$ 1,025.00	House, Well, Driveway and Septic
200. Project Review Fees:210. IF - Subdivison	$ 600.00	
200. Project Review Fees:214. IF - Major Variance	$ 250.00	
200. Project Review Fees:215. IF - Mobile Home Package	$ 200.00	Mobile Home, Well, Driveway and Septic
200. Project Review Fees:216. Road Use Fee	$ -	Businesses with Employees
200. Total Project Review Fee Income	**$ 4,000.00**	
300. Roads		
		1.0% of Loan Interest paid by Church Universal
300. Roads:301. CUT - Road Paving Loan	$ 2,200.00	Triumphant
300. Total Road Income	**$ 2,200.00**	
500. Interest Earned		
500. Interest Earned:501. Savings Interest	$ 300.00	Interest Earned from Savings Account
500. Total Interest Earned Income	**$ 300.00**	
Total 2008 Projected Income	**$ 101,208.00**	

Projected Expenses		
A00. Roads & Weeds		
A00. Roads & Weeds:A02. Contractors - Snow Removal	$ 5,500.00	Snow Plowing, Sanding, Fences
A00. Roads & Weeds:A03. Contractors - Weed Control	$ 3,200.00	Weed Spraying, Mowing
A00. Roads & Weeds:A04. Travel	$ 200.00	Inspect Roads & Weeds
A00. Roads & Weeds:A05. Equipment Reg & Ins	$ 1,665.00	
A00. Roads & Weeds:A06. Equipment Mtce	$ 500.00	

A00. Roads & Weeds:A08. Road Improvement Loan	$	30,225.00	1st National Bank of Rockies
A00. Roads & Weeds:A09. Administration	$	120.00	Correspondence, Postage
A00. Roads & Weeds:A11. Miscellaneous	$	500.00	
A00. Roads & Weeds:A12. NG Road Work	$	14,000.00	Grading, Gravel
A00. Roads & Weeds:A13. SG Road Work	$	14,000.00	Grading, Gravel
A00. Total Road Expenses	**$**	**69,910.00**	
B00. Project Review			
B00. Project Review:B01. Contractors	$	1,000.00	
B00. Project Review:B04. Administration	$	275.00	Correspondence, Postage
B00. Project Review:B05. Legal Fees	$	100.00	
B00.. Total Project Review Expenses	**$**	**1,375.00**	
C00. Community/ Complaints			
C00. Community/ Complaints:C01. Contractors	$	70.00	
C00. Community/ Complaints:C04. Legal Fees	$	800.00	
C00. Community/ Complaints:C05. Miscellaneous	$	30.00	
C00. Total Community/ Complaint Expenses	**$**	**900.00**	
D00. Recreation			
D00. Recreation:D03. Paradise Valley Recreation Center	$	1,550.00	$ 450 mower maint/fertilizer/airiator $ 500 - Liability Insurance $ 600 - Electricity $ 1,550 - Total PVRC Expenses
D00. Total Recreation Expenses	**$**	**1,550.00**	
F00. Website			
F00. Website:F01. Contractors - Dev & Mtce	$	400.00	
F00. Website:F02. URL/Domain Fee	$	100.00	
F00. Total Website Expenses	**$**	**500.00**	
G00. Liens			
G00. Liens:G01. Lien Filing	$	250.00	Fees for Filing a Lien
G00. Liens:G03. Administration	$	409.00	Correspondence, Postage
G04. Credit Report Research & Collection		$1,500.00	
G00. Total Lien Expenses	**$**	**2,159.00**	
J00. Other Projects			
J00. Other Projects:J03. Procedures	$	2,440.00	Produce Policy & Procedures Manuals
J00. Total Other Projects	**$**	**2,440.00**	
K00. General Operating Expenses			
K00. Operating Expenses:K01. Contractors - Admin Sec	$	4,000.00	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings
K00. Operating Expenses:K02. Contractors - Bookkeeper	$	3,000.00	Financial accounting, landowner data
K00. Operating Expenses:K03. Contractors - Accountant	$	105.00	Federal & State Tax Filing
K00. Operating Expenses:K04. Contractors - Database	$	750.00	Research & Update Landowner Information
K00. Operating Expenses:K05. Contractors - Attorney	$	500.00	Legal Advice
K00. Operating Expenses:K06. Office Supplies	$	1,450.00	Letterhead, Envelopes, Labels, copy machine
K00. Operating Expenses:K07. Postage and Delivery	$	800.00	Stamps, Shipping
K00. Operating Expenses:K08. Monthly Board Meetings	$	1,850.00	Meeting Minutes, Handouts, Refreshments

K00. Operating Expenses:K11. Rent	$	540.00	GLA File Storage, Board Meetings
K00. Operating Expenses:K12. Insurance	$	7,441.00	$ 1,341 - GLA Board Liability Insurance $ 6,100 - GLA Community Insurance $ 7,441 - Total Insurance Expenses
K00. Operating Expenses:K13. Taxes	$	317.00	Park County Property Taxes
K00. Operating Expenses:K14. Licenses and Permits	$	70.00	Corporate Non-Profit Licensing
K00. Total General Operating Expenses	**$**	**20,823.00**	
M00. Annual Meeting/Elections			
M00. Annual Meeting/Elections:M03. Administration	$	890.00	Nomination & Election Packets, Meeting set-up & Coordination, Meeting Handouts
M00. Annual Meeting/Elections:M04. Postage and Delivery	$	386.00	Nomination & Election Packets
M00. Annual Meeting/Elections:M05. Refreshments	$	200.00	Annual Meeting
M00. Annual Meeting/Elections:M06. Rent	$	75.00	Emigrant Hall Rental
M00. Total Annual Meeting/Elections Expenses	**$**	**1,551.00**	
Total 2008 Projected Expenses	**$**	**101,208.00**	
Total 2008 Projected Income	**$**	**101,208.00**	
2008 Balanced Projected Budget	**$**	**-**	

2007-11-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 12, 2007

CONFIDENTIAL – DO NOT COPY

1. Call to order an opening prayer.

The meeting was called to order by Laura Boise at 6:55 p.m., at Golden Ratio Woodworks. Janet gave the opening prayer.

PRESENT: Laura Boise (President), Eleanor Scheiffelin (Vice President), Charlene Murphy (Treasurer), Janet Naclerio (Secretary), Charlotte Mizzi, William Smith, Edward Anderson, Alyssa Angelis and Jeanne Campbell (Ombudsman).

NOT PRESENT: Rich Spallone, Rain Zeccolo, Orlando Johnson, Dan Kehoe

ATTENDING LANDOWNERS: Danillee Howe, Valerie O'Connell, Francis Owen, Scott Krabler, Fern Monerief and Ron Wartman.

Review Board Meeting Guidelines – Laura reviewed.

2. Set Agenda

3. Meeting Minutes – approval via e-mail

The October Meeting Minutes were not yet available for approval and will be approved via e-mail. The Board generally discussed how the meeting minutes were being handled and the importance of distributing them to the Board as soon as possible after the meeting so that Action Items can be handled expediently. The ideal schedule for distributing and reviewing the meeting minutes was described as follows: First week: The draft of the minutes taken by Charlotte will be e-mailed to Denise to edit. Denise will also extracted Action Items and forward them to Laura. Second week: Denise will e-mail edited minutes to the Executive Committee to review. Third week: The minutes will be e-mailed to remaining Board members for suggested edits and approval. The Executive Board will review and incorporate the edits and forward the final edition to Denise. Fourth week: The agenda will be completed and e-mailed to the Board and website subscribers.

4. Treasurer's Monthly Reports – CRM

Charlene reviewed the Bank Deposit Report, Check Detail Report and the Variance Report.

MOTION: Eleanor motioned and Janet Naclerio seconded to accept the above Treasurer's reports. **Motion carried unanimously.**

5. Officers' Reports

5.1 Budget Committee – CRM

The Board agreed that the 2008 Budget will be available at the annual meeting. The report will be mailed to landowners who don't attend the meeting; it will be included in the January newsletter mailing that also will include the introduction of newly elected Board and Ombudsman.

File: MtgMins 11 12 07
Draft: 11 10 07; 12 12 07-FINAL
Approved: VIA EMAIL – DEC 2007

5.2 Election Committee - CRM/ES

5.2.1 Review remaining Annual Meeting tasks etc. – CRM

5.2.2 Annual Meeting Report Outlines from Committee Chairs – review

The Board reviewed the various reports and information to be presented at the Annual Meeting. Janet read her report on the PVRC and the Board gave input and suggestions. Charlotte will present the history and accomplishments of the Master Plan Committee. William will give an overview regarding road repairs and improvements, including some of the items presented last year. Alyssa described the points that would be presented for Project Review, and she will prepare a written report for Eleanor to read. Edward will present the Web Site report and mention website resources of which people may not be aware. Laura will give an overview of the complaint process. In the coming week she will work on her President's Report with help and input from other Board Members. Charlene will give an overview of the 2008 budget during her Treasurer's Report; she will include approximately how many hours of volunteer work each Board Member has contributed in the past year, including time spent in Board meetings. The Board also developed a list of volunteer skills (needed by the Board) that will be presented at the Annual Meeting.

5.2.3 Board Vote for Candidates – GLA Common Land & Landowner Proxies

Board members voted on private ballots for Board and Ombudsman Candidates. The results of the vote were not announced and will be kept confidential. At the Annual Meeting, the President will use the vote outcome as she votes on behalf of the Board for GLA Common Land and Landowner proxies given to the GLA Board.

5.3 Executive Committee - LB/ES/CRM

5.3.1 Update: Attorney Review of GLA legal documents for Policy Recommendations; Q&A at Annual Meeting

Laura reported that a process will be established for handling various types of complaints. Hertha Lund will advise the Board as to how it should address various complaints and enforce the Covenants. She will review current boiler plate letters.
MOTION: Janet motioned and Alyssa seconded to create an ad-hoc committee to investigate procedures used by other landowner associations to enforce their covenants. The committee shall then report their findings to the Board. **Motion carried unanimously.**

File: MtgMins 11 12 07
Draft: 11 10 07; 12 12 07-FINAL
Approved: VIA EMAIL – DEC 2007

6. Unfinished Business – Committee Reports

6.1 Master Plan Committee - Allen Shaw response on reimbursement

Charlene will contact Alan Shaw and compile the necessary receipts needed for reimbursement of MP expenses.

6.2 Road/Weed Committee – WS/RS

6.2.1 Report on Roger Seaman proposal for snake removal – RS

Board agreed to postpone snake removal review until spring time. Put snake removal review on a future Agenda so as to provide ample time for discussion.

7. NEW BUSINESS – Committee Reports

7.1 Road/Weed – WS/RS

7.1.1 Committee Report regarding road issues – WS/RS. Tabled.

7.1.2 Research Participation in Cost of Installing Fencing in High South - LB/CRM

Ongoing research is being done regarding the issue of cattle roaming onto Glastonbury land and the fencing needed to limit free ranging cattle from doing so. Laura and Neil Kremer will continue to work on this. An update will be forthcoming after the first of the year.

7.1.3 Report on cost of electricity, etc., for pump for the fire hydrant in High South (Frances Owen's property) – RSW/AA

Laura reported that Rich Spallone is researching the options that may be available for providing water for fire protection in High South. Rich is talking to Walter Wunsch about the possibility of using water from the well used by the shelter near the intersection of Hercules and Polaris. According to Rich, Mike Graham indicated that the water supply from this well would be sufficient. Rich will follow up.

8. Comment period for Visiting Landowners

8.1 Frances Owen posed the following questions: (1) Do the Covenants and Master Plan address the issue of building a house on a knoll? (2) Why don't Landowners vote for candidate directors from both North and South Glastonbury instead of only from the Glastonbury where they own land or a residence? Discussion.

8.2 Valerie O'Connell announced a November 27th public meeting at 6:30 p.m. at the Emigrant Hall. The Mayor of Manhattan will address the township issue.

File: MtgMins 11 12 07
Draft: 11 10 07; 12 12 07-FINAL
Approved: VIA EMAIL – DEC 2007

9. **Meeting Adjournment and Next Meeting.** (There was an electrical power failure at 9:00 p.m. The Board continued the meeting using flashlights.) The meeting adjourned at 9:40 pm.
   Next Meetings:
   a) November 17, 8:45 a.m./Annual Landowners/Election Meeting, Emigrant Hall;
   b) December 3, 6:45 p.m./Board Orientation Meeting/St. John's Church (For Board only)
   c) December 10, 6:45 pm / Regular Board Meeting/St. John's Church.

File: MtgMins 11 12 07
Draft: 11 10 07; 12 12 07-FINAL
Approved: VIA EMAIL – DEC 2007

2007-11-12_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

November 12, 2007

1. **Call to order / Opening Prayer**
   Review Board Meeting Guidelines-LB
2. **Set Agenda (*Please submit all proposed agenda items to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda.)***
3. **Meeting Minutes – approval via e-mail**
4. **Treasurer's Monthly Reports – CRM**
5. **Officers' Reports**
   - **5.1 Budget Committee - CRM**
   - **5.2 Election Committee - CRM/ES**
     - **5.2.1 Review remaining annual meeting tasks etc. – CRM**
     - **5.2.2 Outlines from committee chairs – review**
     - **5.2.3 Board Vote for Candidates – GLA Common Land & Landowner Proxies**
   - **5.3 Executive Committee - LB/ES/CRM**
     - **5.3.1 Update: Attorney review of GLA legal documents for policy recommendations and Q&A at Annual Meeting**
6. **Unfinished Business – Committee Reports**
   - **6.1 Master Plan Committee - Allen Shaw response on reimbursement**
   - **6.2 Road Weed Committee –WS/RS**
     - **6.2.1 Report on Roger Seaman proposal for snake removal - RS**
7. **NEW BUSINESS – Committee Reports**
   - **7.1 Road/Weed – WS/RS**
     - **7.1.1 Committee Report regarding road issues – WS/RS**
     - **7.1.2 Research Participation in Cost of Installing Fencing in High South - LB/CM**
     - **7.1.3 Research definitive information re: free roaming cows –WS/LB**
     - **7.1.4 Report on cost of electricity, etc., for pump for the fire hydrant in High South (Frances Owen's property) RSW/AA**
8. **Comment period for visiting Landowners**
9. **Meeting Adjournment.**

Remaining Meetings in 2007:

November 17th Annual Landowners/Election Meeting – Emigrant Hall
December 3 *(For Board only)* – St. John's Church
December 10 – St. John's Church

Glastonbury Landowner's Association

2007 Budget Variance Report

January -October 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	60.00			
107. Dwelling 2005	69.84			
108. Dwelling 2006	3,452.79			
109. Dwelling 2007	26,789.45	31,146.96	-4,357.51	86.0%
125. Land Prior to 2000	60.00			
128. Land 2002	40.00			
129. Land 2003	240.00			
130. Land 2004	354.78			
131. Land 2005	734.83			
132. Land 2006	5,657.20			
133. Land 2007	42,084.94	48,675.96	-6,591.02	86.5%
150. GAV	7,105.00	7,105.00	0.00	100.0%
160. Finance Chrgs Late Accnts	525.42			
161. Penalties Late Accounts	340.76			
Total 100. Parcel Assessment Fees	87,515.01	86,927.92	587.09	100.7%
200. Project Review Fees				
201. Application Fee	433.92	575.04	-141.12	75.5%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	100.00	300.00	-200.00	33.3%
204. IF - Structures Over 800sf	400.00			
205. IF - Well	525.00	300.00	225.00	175.0%
206. IF - Driveway	225.00	225.00	0.00	100.0%
207. IF - Septic	300.00	225.00	75.00	133.3%
208. IF - Package	1,001.79	1,700.04	-698.25	58.9%
209. IF - Mobile Home	100.00			
210. IF - Subdivison	150.00	750.00	-600.00	20.0%
211. IF - Road	200.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	400.00	300.00	100.00	133.3%
217. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	4,635.71	5,400.12	-764.41	85.8%
300. Roads				
301. CUT - Road Paving Loan	1,476.12	2,200.00	-723.88	67.1%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
303. Snowplowing				
303A. Bank of the Rockies	300.00			
303B. Emigrant Post Office	225.00			
Total 303. Snowplowing	525.00			
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	5,001.12	3,800.00	1,201.12	131.6%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	404.20	300.00	104.20	134.7%
Total 500. Interest Earned	404.20	300.00	104.20	134.7%
700. Other Income				
703. Website Reality Listing	15.00			
704. Donations for legal fund	455.00			
Total 700. Other Income	470.00			
Total Income	98,076.04	96,428.04	1,648.00	101.7%
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%

Glastonbury Landowner's Association

2007 Budget Variance Report

January -October 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - ...	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	2,987.50	3,200.00	-212.50	93.4%
A04. Travel	160.94	200.04	-39.10	80.5%
A05. Equipment Reg & Ins	880.00	1,665.00	-785.00	52.9%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A12. Contractors - NG Road Wrk				
A12C. Capricorn Drive	2,600.00			
A12F. Gemini Road	780.00			
A12J. Sirius Drive	2,600.00			
A12K. Taurus Road	2,600.00			
A12. Contractors - NG Road Wrk - O...	3,670.00			
Total A12. Contractors - NG Road Wrk	12,250.00			
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	6,500.00			
A13D. Leo Drive	1,300.00			
A13G. Hercules Road	7,680.00			
A13. Contractors - SG Road Wrk - O...	3,930.00			
Total A13. Contractors - SG Road Wrk	19,410.00			
Total A00. Roads & Weeds	61,772.90	64,000.08	-2,227.18	96.5%
B00. Project Review				
B01. Contractors	847.50	1,299.96	-452.46	65.2%
B04. Administration	1.74	275.04	-273.30	0.6%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
B06. Miscellaneous	50.00			
Total B00. Project Review	899.24	1,675.00	-775.76	53.7%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.4%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.5%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	502.67	600.00	-97.33	83.8%
D03B. PVRC Insurance	703.78	500.00	203.78	140.8%
D03. PVRC - Other	5.07			
Total D03. PVRC	1,211.52	1,100.00	111.52	110.1%
D05. Legal Fees	300.00			
D06. Miscellaneous	70.00			
Total D00. Recreation	1,581.52	1,100.00	481.52	143.8%
E00. Master Plan				
E03. Administration	1,908.63	999.96	908.67	190.9%
E04. Legal Fees	647.50	800.04	-152.54	80.9%
E05. Miscellaneous	223.33	100.00	123.33	223.3%
Total E00. Master Plan	2,779.46	1,900.00	879.46	146.3%

Glastonbury Landowner's Association

2007 Budget Variance Report

January -October 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	208.33	300.00	-91.67	69.4%
F02. URL/Domain Fee	87.05	99.96	-12.91	87.1%
Total F00. Website	295.38	399.96	-104.58	73.9%
G00. Liens				
G01. Lien Filing	16.00	250.00	-234.00	6.4%
G03. Administration	290.18	409.04	-118.86	70.9%
Total G00. Liens	306.18	659.04	-352.86	46.5%
J00. Other Projects				
J03. Procedures Proposal	866.25	3,565.02	-2,698.77	24.3%
Total J00. Other Projects	866.25	3,565.02	-2,698.77	24.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,225.38	4,550.04	-2,324.66	48.9%
K02. Contractors - Bookkeeper	2,553.20	3,000.00	-446.80	85.1%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	162.95	750.00	-587.05	21.7%
K05. Contractors - Attorney	6,122.50	500.00	5,622.50	1,224.5%
K06. Office Supplies	328.87	600.00	-271.13	54.8%
K07. Postage and Delivery	754.13	414.96	339.17	181.7%
K08. Monthly Board Meetings	2,752.45	2,850.00	-97.55	96.6%
K09. Bank Service Charges	36.50			
K10. Cash Advance	84.39			
K11. Rent				
K11A Special Mtgs	75.00			
K11. Rent - Other	465.00	579.96	-114.96	80.2%
Total K11. Rent	540.00	579.96	-39.96	93.1%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	6,100.00	6,100.00	0.00	100.0%
Total K12. Insurance	7,441.00	7,441.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	55.00	70.00	-15.00	78.6%
K00. General Operating Expenses - Ot...	0.00			
Total K00. General Operating Expenses	23,176.37	21,177.96	1,998.41	109.4%
M00. Annual Meeting/Elections				
M03. Administration	344.50	889.98	-545.48	38.7%
M04. Postage and Delivery	443.79	386.00	57.79	115.0%
M05. Refreshments	0.00	300.00	-300.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	211.00			
M08. Copies	44.09			
Total M00. Annual Meeting/Elections	1,118.38	1,650.98	-532.60	67.7%
Total Expense	92,935.21	96,428.04	-3,492.83	96.4%
Net Ordinary Income	5,140.83	0.00	5,140.83	100.0%
Net Income	**5,140.83**	**0.00**	**5,140.83**	**100.0%**

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 10, 2007

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 6:58 p.m., at St. John's Church.
   Janet gave the opening prayer
   PRESENT: Laura Boise (President), Richard Bolen, aka Richard (Vice-President), Janet Naclerio (Secretary), Charlene Murphy, aka CRM, (Treasurer), Gerald Dubiel, Dan Kehoe, Charlotte Mizzi (aka CM), Paul Ranttalo, William Smith and Rich Spallone (aka Rich)
   ABSENT: Alyssa Angelis and Randy Mosness
   ALSO ATTENDING: Denise Orr (GLA Administrative Secretary) and Landowners: Dorothy and Leo Keeler, Chuck and Sally Muto, Valerie O'Connell and Francis Owen.

2. **Set Agenda**

3. **Reading and Disposition of Minutes – Review Procedure of Approval of Meeting Minutes Via E-Mail**

   Monthly Schedule For Minutes, Agenda and Action Items

   First Week of the month

   Final Meeting Agenda is e-mailed to the Board, GLA web site & subscribers.

   Second Week of the month

   a) Monday Evening Board meeting. (During the meeting, Board members will note the Action Items for which they are responsible)

   b) 1-2 Days following the Board Meeting: Action Items from the meeting are e-mailed to the Board.

   Third Week of the month:

   a) Draft of Minutes is e-mailed to the Board for edits or approval.

   b) Exec. Committee receives agenda items from Board and develops Agenda for next meeting

   c) Agenda Draft is e-mailed to Board for review

   Fourth Week of the month

   a) Meeting Minutes Draft is approved via e-mail and finalized.

   b) Agenda Meeting Draft is finalized

   (2-week cut off for receiving project review items)

4. **Treasurer's Report - CRM**

   4.1 Reports: Budget Variance, Check and Deposit

   Charlene reviewed the above reports for November 2007.

   MOTION: Janet motioned and Charlotte seconded to approve the Treasurer's Reports.
   Motion carried unanimously.

   4.1.2 Update on Master Plan Funds Reimbursement.
   Charlene reported that progress is being made in the preparation of receipts.

File: MtgMins 12 10 07
Draft: 12 15 07; 03 07 08; 03 11 08- **FINAL**
Approved: 03 10 08

4.1.3 Xerox Machine Research
Charlene reviewed that money had been set aside in 2008 Budget for a xerox machine.
ACTION ITEM: Charlene will contact William Chase for his consultation regarding the purchase of a xerox machine suited to the GLA's needs.

5. Officers' Reports

5.1 Executive Committee

5.1.1 Discuss potential time change for meetings (i.e. 6:45 - 9:45 p.m.)
Discussion.
UNANIMOUS AGREEMENT: The Board agreed that future Board meetings will be scheduled to start at 6:45 p.m. and end at 9:30 p.m.
ACTION ITEM: Denise to send meeting schedule to the Board and to Dan to post on the GLA website.

5.1.2 Review List of Unfinished Business Carried Forward (see 5.1.3)

5.1.3 Discuss overall Board goals and Committee goals with timelines
ACTION ITEM: Committee chairs need to list 2008 goals and projected timelines for accomplishing them.

Shelter Clean Up
ACTION ITEM: *Laura*- Check with Hertha concerning shelter letter.
ACTION ITEM: *Board* - Send to Dan any complaints regarding shelters.
ACTION ITEM: *Dan* - Make a spread sheet check list for each shelter.

Posting Existing GLA Signs
ACTION ITEM: *JT /William* - Post signs in early spring
ACTION ITEM: *William* - Order "No Forest Service Access" signs

5.1.4 Discuss who wants to serve on the Ad-Hoc Research Committee
(Approved by former Board on 11-12-07 for purpose of ***investigating procedures used by other landowner associations to enforce their covenants).***
Dan and Alyssa volunteered to work on the Ad-Hoc Research Committee.

5.1.5 Orientation Binder Review/Update
ACTION ITEM: *Denise* - Make updated copies of Orientation Binder materials for outdated binders.
ACTION ITEM: *Denise* - Add to all Orientation Binders:
a) New stamped Master Plan.
b) Administrative Secretarial role, including all correspondence needs to be reviewed by Secretary and Administrative Secretary.
c) Confidentiality information; meeting norms
d) 2008 Board Meeting schedule
e) Flow chart for minutes, agenda, etc.

File: MtgMins 12 10 07
Draft: 12 15 07; 03 07 08; 03 11 08- **FINAL**
Approved: 03 10 08

f) New list of Board; Officers and Committee Chairs, etc.

6. UNFINISHED BUSINESS *(see 5.13 above)*

7. NEW BUSINESS - Committee Reports

7.1 Project Review– AA/RS

7.1.1 Lot 30 SG: Scott Pitman – Subdivision. Tabled.
Note: Leo Keeler expressed his concerns about this subdivision and submitted a written document.

7.1.2 Lot 38-A1 SG: Lyda and Scott Matthews - Residence
Rich reviewed the application.
MOTION: Rich motioned and Richard seconded to let Lyda and Scott Matthews proceed with construction of their residence on Lot 38-A1 (SG) on the condition that the Matthews meet with Rich on the construction site so that Rich can determine if all construction and drain field requirements and conditions are being met and are up to standard. Rich will give preliminary approval to this application if all of these conditions are met. **Motion carried unanimously.**
ACTION ITEM: *Dan* - Accompany Rich for Matthews inspection.

7.2. Community – LB/RB No report.

7.3 Road/Weed – WS/RS

7.3.1 Discuss Quonset hut for storing sand
Discussion.
ACTION ITEM: *Exec Comm* - Add Quonset discussion to Spring Agenda.
ACTION ITEM: *WS/RS* - Sand storage placement discussions should include the Road Committee and PVRC members. Both committees should meet on site.

7.3.2 Private Property/No Hunting signs
Laura reported that she received a number of complaints regarding recent poachers on both North and South Glastonbury land. This is against GLA Covenants and is a serious safety problem.
ACTION ITEM: *Road Committee* - Iinclude in the road budget funds for signs that read: "No Trespassing, Private Property, No Hunting, No Forest Service Access; Violators will be Prosecuted."

ACTION ITEM: GLA hunting rule information, etc. (including how to contact the game warden) needs to be developed and posted on the GLA website.
ACTION ITEM: Locate a welder to reinforce our signs.

7.4 Election – CM

7.4.1 Brief Review/Evaluation of Annual Meeting - CRM
The Board discussed ways to reach quorum early so that the meeting can begin earlier and end earlier.

File: MtgMins 12 10 07
Draft: 12 15 07; 03 07 08; 03 11 08- **FINAL**
Approved: 03 10 08

ACTION ITEM: Explain in our newsletters and election letters that Annual Meetings need attendees to arrive early so that a quorum can be reached and the meeting can officially begin. Include in letter encouragement to vote via absentee ballot if attendance isn't planned as absentee ballots are included in quorum. Explain that the meeting will last three hours *once* quorum is reached. .

7.5 Master Plan/Shelter Reclamation Ad Hoc Committee – CM/DK
Charlotte and Dan plan to meet in the New Year.

7.6 Recreation – LB/CM/JN
Charlotte expressed reasons why she didn't feel that it was right for the Board to have elected Committee Chairs at the Orientation Meeting. Discussion. The Board did not want to vote to revise this voting procedure.

7.7 Architectural Sub-Committee – CM. No report.

7.8 Website - DK No report.

7.9 Budget Committee – Exec. Committee No report.

8. 2008 Quarterly Newsletters to Landowners
a) Dates for mailings. The 15th of January, April, June and September.
a. Review contents of January Newsletter mailing (i.e. election results, 2008 budget, etc) The letter will be mailed January 15.
ACTION ITEM: *Board* - Submit all reports for newsletter during the first week of January.
ACTION ITEM: Include in the January newsletter (1) The chipseal and repair report from the Annual Meeting; (2) NG Landowners will be asked to vote in the spring regarding chip sealing, etc (3) Ask landowners for their e-mail address and if they would like to subscribe to receiving the newsletter by e-mail .
ACTION ITEM: *N Glastonbury Road Committee (CM/CRM/WS/LB)-* will meet to discuss what they might be doing in the New Year (including an over-view of snowplowing) and document this for the newsletter.

9. Comment Period for Visiting Landowners. (See item 7.1.1 above)

10. Meeting Adjourned at 9 p.m. Next Meeting Date is January 14, 2008 at St. John's Church, 6:45 p.m.

File: MtgMins 12 10 07
Draft: 12 15 07; 03 07 08; 03 11 08- **FINAL**
Approved: 03 10 08

2007-12-10_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

December 10, 2007

St. John's Church, Emigrant, 6:45 p.m.

1. **Call to order, opening prayer**
2. **Set Agenda** ***(Please submit all proposed agenda items to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda.)***
3. **Reading and Disposition of Minutes – Review Procedure of Approval of Meeting Minutes Via E-Mail**
4. **Treasurer's Report –CRM**
   - **4.1 Reports: Budget Variance, Check and Deposit**
     - **4.1.2 Update on Master Plan Reimbursement**
5. **Officers' Reports**
   - **5.1 Executive Committee**
     - **5.1.1 Discuss potential time change for meetings (i.e. 6:30– 9:30 p.m.)**
     - **5.1.2 Review List of Unfinished Business Carried Forward**
     - **5.1.3 Discuss overall Board goals and Committee goals with timelines**
     - **5.1.4 Discuss who wants to serve on the ad-hoc Research Committee** *(Approved by Board on 11-12-07for purpose of investigating procedures used by other landowner associations to enforce their covenants).*
     - **5.1.5 Orientation Binder Review/Update**
6. **UNFINISHED BUSINESS** *(see 5.1.1 above)*
7. **NEW BUSINESS - Committee Reports**
   - **7.1 Project Review– AA/RS**
     - **7.1.1 Lot 30 SG: Scott Pitman - Subdivision**
     - **7.1.2 Lot 38-A1 SG: Lida and Scott Matthews - Residence**
   - **7.2 Road/Weed – WS/RS**
     - **7.2.1 Discuss Quonset hut for storing sand**
     - **7.2.2 Private Property/No Hunting signs**
   - **7.3 Community – LB/RB**
   - **7.4 Election – CM**
     - **7.5.1 Brief Review/Evaluation of Annual Meeting - CRM**
   - **7.5 Master Plan – CM/DK**
   - **7.6 Recreation – CM/LB**
   - **7.7 Architectural Sub-Committee – CM**
   - **7.8 Website - DK**
   - **7.9 Budget Committee – Exec. Committee**
8. **2008 Quarterly Newsletters to Landowners**
   a. **Dates for mailings**
   b. **Review contents of January mailing (i.e. election results, 2008 budget, etc)**
9. **Comment Period for Visiting Landowners.**
10. **Meeting Adjournment. Next Meeting: Date January 14, 2008 at St. John's Church (Starting time to be determined – see 5.1.1 agenda item above)**

Dec

12/03/07

Glastonbury Landowner's Association

2007 Budget Variance Report

January - November 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
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106. Dwelling 2004	120.00			
107. Dwelling 2005	201.84			
108. Dwelling 2006	3,584.79			
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128. Land 2002	40.00			
129. Land 2003	240.00			
130. Land 2004	474.78			
131. Land 2005	866.83			
132. Land 2006	5,789.20			
133. Land 2007	43,728.53	48,675.96	-4,947.43	89.8%
150. GAV	7,105.00	7,105.00	0.00	100.0%
160. Finance Chrgs Late Accnts	989.60			
161. Penalties Late Accounts	409.76			
100. Parcel Assessment Fees - Other	230.00			
Total 100. Parcel Assessment Fees	91,721.03	86,927.92	4,793.11	105.5%
200. Project Review Fees				
201. Application Fee	433.92	575.04	-141.12	75.5%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	100.00	300.00	-200.00	33.3%
204. IF - Structures Over 800sf	400.00			
205. IF - Well	525.00	300.00	225.00	175.0%
206. IF - Driveway	225.00	225.00	0.00	100.0%
207. IF - Septic	300.00	225.00	75.00	133.3%
208. IF - Package	1,001.79	1,700.04	-698.25	58.9%
209. IF - Mobile Home	100.00			
210. IF - Subdivison	150.00	750.00	-600.00	20.0%
211. IF - Road	200.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	400.00	300.00	100.00	133.3%
217. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	4,635.71	5,400.12	-764.41	85.8%
300. Roads				
301. CUT - Road Paving Loan	1,956.20	2,200.00	-243.80	88.9%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
303. Snowplowing				
303A. Bank of the Rockies	300.00			
303B. Emigrant Post Office	225.00			
Total 303. Snowplowing	525.00			
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	5,481.20	3,800.00	1,681.20	144.2%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	404.20	300.00	104.20	134.7%
Total 500. Interest Earned	404.20	300.00	104.20	134.7%
700. Other Income				
703. Website Reality Listing	15.00			
704. Donations for legal fund	455.00			
Total 700. Other Income	470.00			
Total Income	102,762.14	96,428.04	6,334.10	106.6%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - November 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	750.25			
A02B. South Glastonbury	490.25			
A02C. High South Glastonbury	1,465.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Removal - Oth...	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Removal	3,415.50	5,500.00	-2,084.50	62.1%
A03. Contractors - Weed Contrl	2,987.50	3,200.00	-212.50	93.4%
A04. Travel	160.94	200.04	-39.10	80.5%
A05. Equipment Reg & Ins	1,124.48	1,665.00	-540.52	67.5%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	0.00	500.04	-500.04	0.0%
A12. Contractors - NG Road Wrk				
A12C. Capricorn Drive	2,600.00			
A12F. Gemini Road	780.00			
A12J. Sirius Drive	2,600.00			
A12K. Taurus Road	2,600.00			
A12. Contractors - NG Road Wrk - Other	3,670.00			
Total A12. Contractors - NG Road Wrk	12,250.00			
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	6,500.00			
A13D. Leo Drive	1,300.00			
A13G. Hercules Road	7,680.00			
A13. Contractors - SG Road Wrk - Other	3,930.00			
Total A13. Contractors - SG Road Wrk	19,410.00			
Total A00. Roads & Weeds	69,573.70	64,000.08	5,573.62	108.7%
B00. Project Review				
B01. Contractors	847.50	1,299.96	-452.46	65.2%
B04. Administration	1.74	275.04	-273.30	0.6%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	849.24	1,675.00	-825.76	50.7%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	138.75	200.00	-61.25	69.4%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	139.53	300.00	-160.47	46.5%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	527.77	600.00	-72.23	88.0%
D03B. PVRC Insurance	703.78	500.00	203.78	140.8%
D03. PVRC - Other	5.07			
Total D03. PVRC	1,236.62	1,100.00	136.62	112.4%
D05. Legal Fees	300.00			
D06. Miscellaneous	70.00			
Total D00. Recreation	1,606.62	1,100.00	506.62	146.1%
E00. Master Plan				
E03. Administration	1,908.63	999.96	908.67	190.9%
E04. Legal Fees	647.50	800.04	-152.54	80.9%
E05. Miscellaneous	223.33	100.00	123.33	223.3%
Total E00. Master Plan	2,779.46	1,900.00	879.46	146.3%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - November 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	208.33	300.00	-91.67	69.4%
F02. URL/Domain Fee	87.05	99.96	-12.91	87.1%
Total F00. Website	295.38	399.96	-104.58	73.9%
G00. Liens				
G01. Lien Filing	16.00	250.00	-234.00	6.4%
G03. Administration	335.68	409.04	-73.36	82.1%
Total G00. Liens	351.68	659.04	-307.36	53.4%
J00. Other Projects				
J03. Procedures Proposal	866.25	3,565.02	-2,698.77	24.3%
Total J00. Other Projects	866.25	3,565.02	-2,698.77	24.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,628.38	4,550.04	-1,921.66	57.8%
K02. Contractors - Bookkeeper	2,785.70	3,000.00	-214.30	92.9%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	162.95	750.00	-587.05	21.7%
K05. Contractors - Attorney	6,122.50	500.00	5,622.50	1,224.5%
K06. Office Supplies	328.87	600.00	-271.13	54.8%
K07. Postage and Delivery	754.13	414.96	339.17	181.7%
K08. Monthly Board Meetings	2,955.34	2,850.00	105.34	103.7%
K09. Bank Service Charges	36.50			
K10. Cash Advance	-209.32			
K11. Rent				
K11A Special Mtgs	75.00			
K11. Rent - Other	505.00	579.96	-74.96	87.1%
Total K11. Rent	580.00	579.96	0.04	100.0%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	6,100.00	6,100.00	0.00	100.0%
Total K12. Insurance	7,441.00	7,441.00	0.00	100.0%
K13. Taxes	306.66	317.00	-10.34	96.7%
K14. Licenses and Permits	55.00	70.00	-15.00	78.6%
K00. General Operating Expenses - Other	0.00			
Total K00. General Operating Expenses	24,067.71	21,177.96	2,889.75	113.6%
M00. Annual Meeting/Elections				
M01. Contractors	101.25			
M03. Administration	877.50	889.98	-12.48	98.6%
M04. Postage and Delivery	466.78	386.00	80.78	120.9%
M05. Refreshments	189.00	300.00	-111.00	63.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	519.23			
M08. Copies	70.19			
Total M00. Annual Meeting/Elections	2,298.95	1,650.98	647.97	139.2%
Total Expense	102,828.52	96,428.04	6,400.48	106.6%
Net Ordinary Income	-66.38	0.00	-66.38	100.0%
Net Income	**-66.38**	**0.00**	**-66.38**	**100.0%**

Breakdown of Income for North Glastonbury and for South Glastonbury

South Glastonbury

7 lots with two dwellings	$ 3,045
91 lots with one dwelling	26,390
93 lots with no dwellings	13,485

total income from above $42,920

10 lots on subdivision waivers equals a loss of $1,405

11 liens for a loss of $ 2,610

total collected from South Glastonbury in 2007 (total minus liens) $40,310

North Glastonbury

5 lots with two dwellings	$ 2,175
131 lots with one dwelling	37,990
49 lots with no dwelling	7,105

total from above $47,270

There are no subdivision waivers in North Glastonbury

12 liens for a loss of $3,335

total collected from North Glastonbury in 2007 (total minus liens) $43,935

I did not include the 49 assessments for Golden Age Village = $7,105 Because they are a special circumstance, however the GAV residents use the North Glastonbury roads and if accounting were separated it would be counted in North

GLA Road/Weed/Snow Plowing

Year	Total	Roads	%	
1999	95,601 (15,500 from Church Story Rd)	22,207 +32,500 = 54,707	57%	
2000	76,890	71,554 (used surplus from 1998)	93%	
2001	68,982	20,866 Paving 69,993 = 90,829	-30% 131%	- used upgrade fees in savings
2002	75,248	Roads 52,420 ☆includes loan	69%	
2003	76,594	52,697 ☆includes loan	68%	
2004	82,954	39,260 ☆	47%	
2005	104,221	☆65,329	62%	
2006	100,976	☆69,021	68%	
2007	96,428	☆64,000	66%	
2008	101,208	☆69,910	69%	

☆ all years 2003 - 2008 (until 2016) will include $30,000 loan payment

2008 Proposed Budget

Income/Expense Categories	2008 Projected Budget	Notes
Projected Income		
100. Assessment Fees for Land and Dwellings		
		$ 61,215 - 385 Parcels x $159.00
		(-) 3,975- Uncollectable Lien Accounts
		(-) 1,405 - Subdivision Waivers
		(-) 3,060 - Uncollectible 2008 Fees (5%)
100. Assessments:133. Land 2008	$ 52,755.00	$ 52,755 - Total Land Assessment Fees
		$ 38,637 - 243 Dwellings x $159.00
		(-) 2,544 - Uncollectable Lien Accounts
		(-) 1,931- Uncollectible 2008 Fees (5%)
100. Assessments:108. Dwelling 2008	$ 34,162.00	$ 34,162 - Total Assessment Fees
100. Assessments:150. GAV	$ 7,791.00	$ 7,791 - Golden Age Village (49 x $159.00
100. Total Assessment Fee Income	**$ 94,708.00**	
200. Project Review Fees for Landowner Building Projects		
200. Project Review Fees:201. Application Fee	$ 475.00	Non-refundable Application Fee
200. Project Review Fees:202. IF - House	$ 600.00	
200. Project Review Fees:203. IF - Structures 200/800sf	$ 250.00	
200. Project Review Fees:205. IF - Well	$ 250.00	
200. Project Review Fees:206. IF - Driveway	$ 175.00	
200. Project Review Fees:207. IF - Septic	$ 175.00	
200. Project Review Fees:208. IF - Package	$ 1,025.00	House, Well, Driveway and Septic
200. Project Review Fees:210. IF - Subdivison	$ 600.00	
200. Project Review Fees:214. IF - Major Variance	$ 250.00	
200. Project Review Fees:215. IF - Mobile Home Package	$ 200.00	Mobile Home, Well, Driveway and Septic
200. Project Review Fees:216. Road Use Fee	$ -	Businesses with Employees
200. Total Project Review Fee Income	**$ 4,000.00**	
300. Roads		
		1.0% of Loan Interest paid by Church
300. Roads:301. CUT - Road Paving Loan	$ 2,200.00	Universal Triumphant
300. Roads:302. Knap Weed Refund	$ -	50% Refund from Park County
300. Total Road Income	**$ 2,200.00**	
500. Interest Earned		
500. Interest Earned:501. Savings Interest	$ 300.00	Interest Earned from Savings Account
500. Total Interest Earned Income	**$ 300.00**	
Total 2008 Projected Income	**$ 101,208.00**	

Projected Expenses		
A00. Roads & Weeds		
A00. Roads & Weeds:A02. Contractors - Snow Removal	$ 5,500.00	Snow Plowing, Sanding, Fences
A00. Roads & Weeds:A03. Contractors - Weed Control	$ 3,200.00	Weed Spraying, Mowing
A00. Roads & Weeds:A04. Travel	$ 200.00	Inspect Roads & Weeds
A00. Roads & Weeds:A05. Equipment Reg & Ins	$ 1,665.00	
A00. Roads & Weeds:A06. Equipment Mtce	$ 500.00	

A00. Roads & Weeds:A07. Discounts - Weed Control	$	-	GLA Landowner Discount Program
A00. Roads & Weeds:A08. Road Improvement Loan	$	30,225.00	1st National Bank of Rockies
A00. Roads & Weeds:A09. Administration	$	120.00	Correspondence, Postage
A00. Roads & Weeds:A11. Miscellaneous	$	500.00	
A00. Roads & Weeds:A12. NG Road Work	$	14,000.00	Grading, Gravel
A00. Roads & Weeds:A13. SG Road Work	$	14,000.00	Grading, Gravel
A00. Total Road Expenses	**$**	**69,910.00**	
B00. Project Review			
B00. Project Review:B01. Contractors	$	1,000.00	
B00. Project Review:B04. Administration	$	275.00	Correspondence, Postage
B00. Project Review:B05. Legal Fees	$	100.00	
B00.. Total Project Review Expenses	**$**	**1,375.00**	
C00. Complaints			
C00. Complaints:C01. Contractors	$	70.00	
C00. Complaints:C04. Legal Fees	$	800.00	
C00. Complaints:C05. Miscellaneous	$	30.00	
C00. Total Complaint Expenses	**$**	**900.00**	
D00. Recreation			
			$ 450 mower maint/fertilizer/airiator $ 500 - Liability Insurance $ 600 - Electricity
D00. Recreation:D03. Paradise Valley Recreation Center	$	1,550.00	$ 1,550 - Total PVRC Expenses
D00. Total Recreation Expenses	**$**	**1,550.00**	
F00. Website			
F00. Website:F01. Contractors - Dev & Mtce	$	400.00	
F00. Website:F02. URL/Domain Fee	$	100.00	
F00. Total Website Expenses	**$**	**500.00**	
G00. Liens			
G00. Liens:G01. Lien Filing	$	250.00	Fees for Filing a Lien
G00. Liens:G03. Administration	$	409.00	Correspondence, Postage
G04. Credit Report Attorney		$500.00	
G00. Total Lien Expenses	**$**	**1,159.00**	
J00. Other Projects			
J00. Other Projects:J03. Procedures	$	2,440.00	Produce Policy & Procedures Manuals
J00. Total Other Projects	**$**	**2,440.00**	
K00. General Operating Expenses			
K00. Operating Expenses:K01. Contractors - Admin Sec	$	4,550.00	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings
K00. Operating Expenses:K02. Contractors - Bookkeeper	$	3,000.00	Financial accounting, landowner data
K00. Operating Expenses:K03. Contractors - Accountant	$	105.00	Federal & State Tax Filing
K00. Operating Expenses:K04. Contractors - Database	$	750.00	Research & Update Landowner Information
K00. Operating Expenses:K05. Contractors - Attorney	$	500.00	Legal Advice
K00. Operating Expenses:K06. Office Supplies	$	900.00	Letterhead, Envelopes, Labels, etc.
K00. Operating Expenses:K07. Postage and Delivery	$	800.00	Stamps, Shipping
K00. Operating Expenses:K08. Monthly Board Meetings	$	2,850.00	Meeting Minutes, Handouts, Refreshments

K00. Operating Expenses:K11. Rent	$	540.00	GLA File Storage, Board Meetings
K00. Operating Expenses:K12. Insurance	$	7,441.00	$ 1,341 - GLA Board Liability Insurance $ 6,100 - GLA Community Insurance $ 7,441 - Total Insurance Expenses
K00. Operating Expenses:K13. Taxes	$	317.00	Park County Property Taxes
K00. Operating Expenses:K14. Licenses and Permits	$	70.00	Corporate Non-Profit Licensing
K00. Total General Operating Expenses	**$**	**21,823.00**	
M00. Annual Meeting/Elections			
M00. Annual Meeting/Elections:M03. Administration	$	890.00	Nomination & Election Packets, Meeting set up & Coordination, Meeting Handouts
M00. Annual Meeting/Elections:M04. Postage and Delivery	$	386.00	Nomination & Election Packets
M00. Annual Meeting/Elections:M05. Refreshments	$	200.00	Annual Meeting
M00. Annual Meeting/Elections:M06. Rent	$	75.00	Emigrant Hall Rental
M00. Total Annual Meeting/Elections Expenses	**$**	**1,551.00**	
Total 2008 Projected Expenses	**$**	**101,208.00**	
Total 2008 Projected Income	**$**	**101,208.00**	
2008 Balanced Projected Budget	**$**	**-**	

2008

2008

2008-01-14_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 14, 2008 Final

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7 p.m. at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen, aka Richard,(Vice-President), Janet Naclerio (Secretary), Charlene Murphy, aka CRM, (Treasurer), Gerald Dubiel, Dan Kehoe, Charlotte Mizzi, aka CM, Randy Mosness, Paul Ranttalo, William Smith and Rich Spallone, aka Rich.
   ABSENT: Alyssa Angelis Allen
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary) and Landowners: Chuck & Sally Muto, Bob & Krisi Sones, Ron Wartman, Patrick & Anita Wolberd, andValery O'Connell

2. **Set Agenda**

3. **Treasurers' Report – Charlene Murphy**
   3.1 Reports: Budget Variance, Check and Deposit
   Charlene reviewed "Check Detail, December 2007" and "Deposit Detail 2007" and the"2008 Budget Variance Report, January – December 2007."
   3.1.1 Update on Master Plan Reimbursement
   Charlene reported that the GLA received of $6,210.79 reimbursement for the MP receipts that she submitted in the first week of January.
   3.1.2 Review Copy Machine Research
   Charlene reported that $500 had been set aside in the 2008 budget for a copier; an additional $500 was recently submitted for the copier by a donor, who wishes to remain anonymous. She discussed with the Board purchasing a combination "Sharp" copier, scanner and printer that had been offered at a substantial discount. The Board agreed that the Sharp copier would save the GLA money in the long run and the remaining balance could be covered by MP reimbursement funds.
   MOTION: CM motioned and Richard seconded to approve the Sharp copier/printer for a discounted price of $1,450. **Motion carried unanimously.**

4. **Officers' Reports**
   4.1 Executive Committee – LB/
   4.1.1 Quarterly Newsletter to Landowners
   Charlene reported: The winter newsletter would be mailed soon and that she was working with Denise on developing a procedure outline for the newsletter process. Discussion.
   ACTION ITEM: Newsletter Procedures - For the time being, newsletter ideas from the Board and Landowners will be forwarded to Denise to collect until it is decided who will be responsible for overseeing the newsletter draft and mailing. Denise will then forward these ideas to that person.
   ACTION ITEM: *Dan*- Inform Rudy that newsletter ideas sent to the GLA Website are to be forwarded to Denise. E-mail subscriptions for newsletters will be handled by Dan/Rudy.
   4.1.2 Committee Chair 2008 goals and Projected Timelines
   ACTION ITEM: Chairs of Committees will document their basic goals for 2008 and the timelines/dates for fulfilling these goals (Example: Road & Weed Committee will list approximate dates when it plans to weed spray, do road work, etc) E-mail these to Denise and Laura prior to the February 11 meeting.
   ACTION ITEM: When 2008 Committee goals are finalized, include them in the next newsletter and on the GLA Website.
   ACTION ITEM: *Dan*- Remove the complaint procedure posted on the website.
   4.1.3 GLA hunting rules information
   ACTION ITEM: *Rich* - Compile hunting rule information; include information for reporting poachers and trespassers (i.e. license plates, etc) to Sheriff and Fish and Game Warden. Send research to Executive Committee to review.

File: MtgMins 01 14 08
Draft: 02 11 08; 03 03 08 -FINAL
Approved: 03 10 08

ACTION ITEM: *Executive Committee* – After editing is completed, send hunting rules, etc., to Dan for posting on Website. Include this information in our newsletters, especially during hunting season time. Incorporate into Policies and Procedures and newsletter.

5. UNFINISHED BUSINESS – Committee Reports

5.1 Project Review– AA/RS

5.1.1 Update on Lot 38-A1 SG: Lyda & Scott Matthews – Residence application-RS

Rich reported that he inspected the Matthews residence and that their project was in compliance with GLA standards, etc. Therefore, according to the motion made in the December 10, 2007 meeting, the Matthews application has received preliminary approval

5.1.2. Parcel 7 (NG) Discussion re possible subdivision variance - Patrick/ Anita Wolberd

Discussion included the Wolberd's and William Smith's verbal review of the potential subdivision of Parcel 7 (NG), which would require a variance application. The Wolberds explained that their purpose in coming to the meeting was to receive Board feedback before making the decision to submit a formal application. Discussion.

UNANIMOUS AGREEMENT: The Board agreed that it was unable to comment on whether the Wolberd's potential variance application for the subdivision of Parcel 7 (NG) would or would not be able to be approved. They explained that they would need to follow variance protocol and first review the completed variance application, including maps and comments received from neighbors, etc.

5.2 Road/Weed – WS/RS

5.2.1 Order new "No Forest Access, etc." signs

Rich reported that approximately 5 "No Forest Access" signs for a cost of $520 are needed. The signs should also include "No Hunting."

MOTION: Richard motioned and Randy seconded to purchase 5 "No U.S. Forest Service Access" signs for a total of $520. **Motion carried unanimously.**

ACTION ITEM: Rich - will install the above signs and posts, etc.

5.2.1.1 Potential Imminent Domain Issue

William reported that Map Quest shows South Glastonbury roads accessing U.S. Forest Service (USFS) land. The Board discussed that as a result of directing the public to use GLA roads, the U.S. government could potentially create an imminent domain takeover of our private roads. Discussion.

ACTION ITEM: *William* - Research and compile information on Map Quest maps that show South Glastonbury road accesses to U.S. Forest land.

ACTION ITEM: LAURA/RICHARD - Research potential of road takeover by imminent domain, etc.

5.2.2 Sand Storage Placement.

William and Laura reported that they walked the PVRC property to consider places where sand could be stored. They described 2 locations that might work. Paul reported that a 24x40 building had been secured.

ACTION ITEM: *William* – Post a flag on the 2 proposed sand storage properties so that the Board and Landowners can view those locations easily.

ACTION ITEM: *William* – Call a Road Committee meeting to discuss sand storage, etc.

ACTION ITEM: *William/Rich* – Bring a proposal for purchasing sand loading equipment to the February Board Meeting.

File: MtgMins 01 14 08
Draft: 02 11 08; 03 03 08 -FINAL
Approved: 03 10 08

5.3 Community – LB/RB

5.3.1 Ad Hoc Research committee - methods of Covenant enforcement – AA/DK No report.

5.4 Master Plan – CM/DK

5.4 1 New Description of Master Plan Committee.

ACTION ITEM: MP Committee – Hold a meeting to develop new committee description.

5.4.2 Letter to Shelter Owners

ACTION ITEM: *Dan* - E-mail the final draft of the proposed shelter letter to Laura and Richard.

ACTION ITEM: *Laura* - Research to determine if final draft of proposed shelter letter was reviewed by Hertha. If Hertha edited the letter and it is found, send a copy to Charlotte and Dan. If the letter was not reviewed, e-mail it to Richard Bolen to review.

5.4.3 Shelter spread sheet check list

Dan reported that he has a rough draft of the shelter spread sheet check list.

ACTION ITEM: *Dan* – Request a list of shelters from Arlene as they are posted on the GLA database.

6. NEW BUSINESS - Committee Reports

6.1 Project Review– AA/RS. No report.

6.2 Road/Weed – WS/RS

6.2.1 Snow plowing expense for Parcel 92 (SG) – WS/RS

Rich and William reviewed the snow plowing expense for Parcel 92 and believe that the GLA is no longer responsible to provide this service. Discussion.

ACTION ITEM: *Charlene* – Draft a nice letter to owner of Parcel 92 (SG) regarding the snow-plowing issue on his private property and review it with Richard Bolen. Send letter to Hertha to review and request that the letter carry her signature. .

6.3 Community – LB/RB

6.3.1 Vandalism in Golden Age Village & Thomas More School – CM

Charlotte distributed a letter that she sent to GAV residents regarding recent incidents of vandalism in the GAV and at Thomas More School. She requested that the GLA send a similar letter to all the residents of Glastonbury and the Board agreed to do so.

ACTION ITEM: *Janet/Denise* - Review/edit vandalism letter from Charlotte and send to Richard for review. Then send letter to Dan to post on GLA website. Add to the letter that residents are encouraged to keep good records of vandalism incidents and report them to the Sheriff and either Marjorie Lombard (for the GAV area) or Gerald Dubiel (for the remainder of Glastonbury.) Add this information to the next newsletter.

ACTION ITEM: *Gerald* - Will check out vandalism reports that he receives and will report these to the Sheriff (if needed) and to the GLA Board

6.3.2 Ad-hoc Research Committee – AA/DK. No report.

6.4 Master Plan – CM/DK. No report.

6.5 Recreation – LB

6.5.1 Goals for the year -- LB

Laura reported that the Committee's goal was to develop and complete the PVRC's legal documents (including a lease agreement to the PVRC) a.s.a.p, with Richard's assistance. The extension timeline for filing PVRC information to the IRS is now January 22, 2008.

6.5.2 Vote on Lease Agreement for the PVRC - RB

Richard distributed a draft of a PVRC lease agreement. Terms and conditions, annual contract information, etc. within the draft were discussed and changes were made. Richard explained the

importance of keeping the GLA and PVRC separate in order for the PVRC to maintain its' tax exempt status. Discussion concerning the recreation land electric bill and insurance payments included suggestions a.
UNANIMOUS AGREEMENT: The GLA will continue to pay for the insurance and electric bills until the PVRC can budget for and raise funds to cover these expenses.
ACTION ITEM: Revisit the action of PVRC paying for electric bills and insurance in the future.

MOTION: Dan motioned and Janet seconded to approve the GLA's Draft Lease to the PVRC, charging $1 to the PVRC for the first year. Discussion.
AMENDMENT: William motioned and Rich seconded to amend the above motion by adding that the GLA Board also accepts William's proposed changes to the lease and "Exhibit A"as discussed and agreed upon by the Board. **Amendment carried.** (3 abstentions – Charlotte, Gerald and Paul)
Motion carried. (2 abstentions – Charlotte and Gerald)

7. **Comment Period for Visiting Landowners.**
   COMPLAINT: A Landowner reported and complained that a Livingston company is growing marijuana (which, in Montana, is legal when grown for medicinal uses) in a Glastonbury shelter. Discussion.
   ACTION ITEM: Research Glastonbury Covenants, concerning this activity, etc.

8. **The meeting adjourned at 9:35 p.m. Our next meeting will take place on February 11, 2008 at John's Church from 6:45 – 9:30 p.m.**

File: MtgMins 01 14 08
Draft: 02 11 08; 03 03 08 -FINAL
Approved: 03 10 08

2008-01-14_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

January 14, 2008

St. John's Church, Emigrant, 6:45 p.m.

1. Call to order, opening prayer
2. Set Agenda *(Please submit all proposed agenda items to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda.)*
3. Treasurer's Report –CRM
   - 3.1 Reports: Budget Variance, Check and Deposit
     - 3.1.1 Update on Master Plan Reimbursement
     - 3.1.2 Review Copy Machine Research
4. Officers' Reports
   - 4.1 Executive Committee
     - 4.1.1 Quarterly Newsletter to Landowners
     - 4.1.2 Committee Chair 2008 goals and projected timelines
     - 4.1.3 GLA hunting rules information
5. UNFINISHED BUSINESS
   - 5.1 Project Review– AA/RS
     - 5.1.1 Update on Lot 38-A1 SG: Lida & Scott Matthews – Residence application-RS
   - 5.2 Road/Weed – WS/RS
     - 5.2.1 Order of new "No Forest Access, etc." signs
     - 5.2.1 Sand storage placement.
   - 5.3 Community – LB/RB

     Ad Hoc Research committee on methods of covenant enforcement – AA/DK
   - 5.4 Master Plan – CM/DK
     - 5.4 1 New Description of Master Plan Committee.
     - 5.4.2 Letter to shelter owners
     - 5.4.3 Shelter spread sheet check list
   - 5.5 Recreation – LB
     - 5.5.1 PVRC Update -- LB/RB
6. NEW BUSINESS - Committee Reports
   - 6.1 Project Review– AA/RS
   - 6.2 Road/Weed – WS/RS
     - 6.2.1 Snow plowing expense for Parcel 92/SG – WS/RS
   - 6.3 Community – LB/RB
     - 6.3.1 Vandalism in Golden Age Village & Thomas More School – CM
     - 6.3.2 Ad-hoc Research Committee – AA/DK
   - 6.4 Master Plan – CM/DK
   - 6.5 Recreation – LB
     - 6.5.1 Goals for the year -- LB
     - 6.5.2 Vote on Lease Agreement for the PVRC - RB
7. Comment Period for Visiting Landowners.
8. Meeting Adjournment. Next Meeting: Date February 11, 2008 at St. John's Church, 6:45 – 9:30 p.m.

01/14/08

Glastonbury Landowner's Association

2007 Budget Variance Report

January - December 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	110.00			
106. Dwelling 2004	120.00			
107. Dwelling 2005	201.84			
108. Dwelling 2006	3,602.29			
109. Dwelling 2007	28,010.70	31,146.96	-3,136.26	89.9%
125. Land Prior to 2000	110.00			
128. Land 2002	40.00			
129. Land 2003	240.00			
130. Land 2004	474.78			
131. Land 2005	902.83			
132. Land 2006	5,938.70			
133. Land 2007	44,489.78	48,675.96	-4,186.18	91.4%
150. GAV	7,105.00	7,105.00	0.00	100.0%
160. Finance Chrgs Late Accnts	1,044.77			
161. Penalties Late Accounts	422.96			
100. Parcel Assessment Fees - Other	230.00			
Total 100. Parcel Assessment Fees	93,043.65	86,927.92	6,115.73	107.0%
200. Project Review Fees				
201. Application Fee	433.92	575.04	-141.12	75.5%
202. IF - House	750.00	750.00	0.00	100.0%
203. IF - Structures 200/800sf	100.00	300.00	-200.00	33.3%
204. IF - Structures Over 800sf	400.00			
205. IF - Well	525.00	300.00	225.00	175.0%
206. IF - Driveway	225.00	225.00	0.00	100.0%
207. IF - Septic	300.00	225.00	75.00	133.3%
208. IF - Package	1,001.79	1,700.04	-698.25	58.9%
209. IF - Mobile Home	100.00			
210. IF - Subdivison	150.00	750.00	-600.00	20.0%
211. IF - Road	200.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	400.00	300.00	100.00	133.3%
217. IF - Mobile Home Pckg	0.00	275.04	-275.04	0.0%
Total 200. Project Review Fees	4,635.71	5,400.12	-764.41	85.8%
300. Roads				
301. CUT - Road Paving Loan	1,956.20	2,200.00	-243.80	88.9%
302. Knap Weed Refund	0.00	1,600.00	-1,600.00	0.0%
303. Snowplowing				
303A. Bank of the Rockies	300.00			
303B. Emigrant Post Office	225.00			
Total 303. Snowplowing	525.00			
306. SG Road Assessment Fees				
306G. Hercules Road	3,000.00			
Total 306. SG Road Assessment Fees	3,000.00			
Total 300. Roads	5,481.20	3,800.00	1,681.20	144.2%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	477.31	300.00	177.31	159.1%
Total 500. Interest Earned	477.31	300.00	177.31	159.1%
700. Other Income				
703. Website Reality Listing	15.00			
704. Donations for legal fund	455.00			
Total 700. Other Income	470.00			
Total Income	104,157.87	96,426.04	7,729.83	108.0%

GLA 02434

Glastonbury Landowner's Association

2007 Budget Variance Report

January - December 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A01. Contractors - Gen Road Wrk	0.00	21,939.96	-21,939.96	0.0%
A02. Contractors - Snow Removal				
A02A. North Glastonbury	830.25			
A02B. South Glastonbury	530.25			
A02C. High South Glastonbury	1,575.00			
A02D. Bank of the Rockies	150.00			
A02E. Emigrant Post Office	120.00			
A02. Contractors - Snow Remo...	440.00	5,500.00	-5,060.00	8.0%
Total A02. Contractors - Snow Re...	3,645.50	5,500.00	-1,854.50	66.3%
A03. Contractors - Weed Contrl	2,987.50	3,200.00	-212.50	93.4%
A04. Travel	160.94	200.04	-39.10	80.5%
A05. Equipment Reg & ins	1,584.48	1,665.00	-80.52	95.2%
A06. Equipment Mtce	0.00	500.04	-500.04	0.0%
A07. Discounts - Weed Control	0.00	150.00	-150.00	0.0%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous	172.18	500.04	-327.86	34.4%
A12. Contractors - NG Road Wrk				
A12C. Capricorn Drive	2,600.00			
A12F. Gemini Road	780.00			
A12J. Sirius Drive	2,600.00			
A12K. Taurus Road	2,600.00			
A12. Contractors - NG Road W...	3,730.00			
Total A12. Contractors - NG Road ...	12,310.00			
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	6,500.00			
A13D. Leo Drive	1,300.00			
A13G. Hercules Road	7,680.00			
A13. Contractors - SG Road Wr...	4,110.00			
Total A13. Contractors - SG Road ...	19,590.00			
Total A00. Roads & Weeds	70,675.88	64,000.08	6,675.80	110.4%
B00. Project Review				
B01. Contractors	847.50	1,299.96	-452.46	65.2%
B04. Administration	1.74	275.04	-273.30	0.6%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	849.24	1,675.00	-825.76	50.7%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C03. Administration	0.78			
C04. Legal Fees	2,138.75	200.00	1,938.75	1,069.4%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	2,139.53	300.00	1,839.53	713.2%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	552.87	600.00	-47.13	92.1%
D03B. PVRC Insurance	703.78	500.00	203.78	140.8%
D03. PVRC - Other	5.07			
Total D03. PVRC	1,261.72	1,100.00	161.72	114.7%
D05. Legal Fees	300.00			
D06. Miscellaneous	70.00			
Total D00. Recreation	1,631.72	1,100.00	531.72	148.3%
E00. Master Plan				
E03. Administration	1,908.63	999.96	908.67	190.9%
E04. Legal Fees	647.50	800.04	-152.54	80.9%
E05. Miscellaneous	223.33	100.00	123.33	223.3%
Total E00. Master Plan	2,779.46	1,900.00	879.46	146.3%

Glastonbury Landowner's Association

2007 Budget Variance Report

January - December 2007

	Jan - Dec 07	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	206.33	300.00	-91.67	69.4%
F02. URL/Domain Fee	87.05	99.96	-12.91	87.1%
Total F00. Website	295.38	399.96	-104.58	73.9%
G00. Liens				
G01. Lien Filing	16.00	250.00	-234.00	6.4%
G03. Administration	335.68	409.04	-73.36	82.1%
Total G00. Liens	351.68	659.04	-307.36	53.4%
J00. Other Projects				
J03. Procedures Proposal	866.25	3,565.02	-2,698.77	24.3%
Total J00. Other Projects	866.25	3,565.02	-2,698.77	24.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,628.38	4,550.04	-1,921.66	57.8%
K02. Contractors - Bookkeeper	2,894.45	3,000.00	-105.55	96.5%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	162.95	750.00	-587.05	21.7%
K05. Contractors - Attorney	4,122.50	500.00	3,622.50	824.5%
K06. Office Supplies	335.67	600.00	-264.33	55.9%
K07. Postage and Delivery	773.76	414.96	358.80	186.5%
K08. Monthly Board Meetings	2,955.34	2,850.00	105.34	103.7%
K09. Bank Service Charges	36.50			
K10. Cash Advance	-209.32			
K11. Rent				
K11A Special Mtgs	75.00			
K11. Rent - Other	505.00	579.96	-74.96	87.1%
Total K11. Rent	580.00	579.96	0.04	100.0%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	6,100.00	6,100.00	0.00	100.0%
Total K12. Insurance	7,441.00	7,441.00	0.00	100.0%
K13. Taxes	306.66	317.00	-10.34	96.7%
K14. Licenses and Permits	55.00	70.00	-15.00	78.6%
K18. Miscellaneous	0.00			
K00. General Operating Expenses...	0.00			
Total K00. General Operating Expen...	22,202.89	21,177.96	1,024.93	104.8%
M00. Annual Meeting/Elections				
M01. Contractors	258.75			
M03. Administration	877.50	889.98	-12.48	98.6%
M04. Postage and Delivery	466.78	386.00	80.78	120.9%
M05. Refreshments	189.00	300.00	-111.00	63.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	529.23			
M08. Copies	70.19			
Total M00. Annual Meeting/Elections	2,466.45	1,650.98	815.47	149.4%
Total Expense	104,258.48	96,428.04	7,830.44	108.1%
Net Ordinary Income	-100.61	0.00	-100.61	100.0%
Net Income	-100.61	0.00	-100.61	100.0%

Denise
1-14-08
MTG

2008 Proposed Budget

Income/Expense Categories		2008 Projected Budget	Notes
Projected Income			
100. Assessment Fees for Land and Dwellings			
			$ 61,215 - 385 Parcels x $159.00
			(-) 3,975- Uncollectable Lien Accounts
			(-) 1,405 - Subdivision Waivers
			(-) 3,060 - Uncollectible 2008 Fees (5%)
100. Assessments:133. Land 2008	$	52,755.00	$ 52,755 - Total Land Assessment Fees
			$ 38,637 - 243 Dwellings x $159.00
			(-) 2,544 - Uncollectable Lien Accounts
			(-) 1,931- Uncollectible 2008 Fees (5%)
100. Assessments:108. Dwelling 2008	$	34,162.00	$ 34,162 - Total Assessment Fees
100. Assessments:150. GAV	$	7,791.00	$ 7,791 - Golden Age Village (49 x $159.00
100. Total Assessment Fee Income	**$**	**94,708.00**	
200. Project Review Fees for Landowner Building Projects			
200. Project Review Fees:201. Application Fee	$	475.00	Non-refundable Application Fee
200. Project Review Fees:202. IF - House	$	600.00	
200. Project Review Fees:203. IF - Structures 200/800sf	$	250.00	
200. Project Review Fees:205. IF - Well	$	250.00	
200. Project Review Fees:206. IF - Driveway	$	175.00	
200. Project Review Fees:207. IF - Septic	$	175.00	
200. Project Review Fees:208. IF - Package	$	1,025.00	House, Well, Driveway and Septic
200. Project Review Fees:210. IF - Subdivison	$	600.00	
200. Project Review Fees:214. IF - Major Variance	$	250.00	
200. Project Review Fees:215. IF - Mobile Home Package	$	200.00	Mobile Home, Well, Driveway and Septic
200. Project Review Fees:216. Road Use Fee	$	-	Businesses with Employees
200. Total Project Review Fee Income	**$**	**4,000.00**	
300. Roads			
			1.0% of Loan Interest paid by Church
300. Roads:301. CUT - Road Paving Loan	$	2,200.00	Universal Triumphant
300. Roads:302. Knap Weed Refund	$	-	50% Refund from Park County
300. Total Road Income	**$**	**2,200.00**	
500. Interest Earned			
500. Interest Earned:501. Savings Interest	$	300.00	Interest Earned from Savings Account
500. Total Interest Earned Income	**$**	**300.00**	
Total 2008 Projected Income	**$**	**101,208.00**	

Projected Expenses			
A00. Roads & Weeds			
A00. Roads & Weeds:A02. Contractors - Snow Removal	$	5,500.00	Snow Plowing, Sanding, Fences
A00. Roads & Weeds:A03. Contractors - Weed Control	$	3,200.00	Weed Spraying, Mowing
A00. Roads & Weeds:A04. Travel	$	200.00	Inspect Roads & Weeds
A00. Roads & Weeds:A05. Equipment Reg & Ins	$	1,665.00	
A00. Roads & Weeds:A06. Equipment Mtce	$	500.00	

A00. Roads & Weeds:A07. Discounts - Weed Control	$	-	GLA Landowner Discount Program
A00. Roads & Weeds:A08. Road Improvement Loan	$	30,225.00	1st National Bank of Rockies
A00. Roads & Weeds:A09. Administration	$	120.00	Correspondence, Postage
A00. Roads & Weeds:A11. Miscellaneous	$	500.00	
A00. Roads & Weeds:A12. NG Road Work	$	14,000.00	Grading, Gravel
A00. Roads & Weeds:A13. SG Road Work	$	14,000.00	Grading, Gravel
A00. Total Road Expenses	**$**	**69,910.00**	
B00. Project Review			
B00. Project Review:B01. Contractors	$	1,000.00	
B00. Project Review:B04. Administration	$	275.00	Correspondence, Postage
B00. Project Review:B05. Legal Fees	$	100.00	
B00.. Total Project Review Expenses	**$**	**1,375.00**	
C00. Complaints			
C00. Complaints:C01. Contractors	$	70.00	
C00. Complaints:C04. Legal Fees	$	800.00	
C00. Complaints:C05. Miscellaneous	$	30.00	
C00. Total Complaint Expenses	**$**	**900.00**	
D00. Recreation			
			$ 450 mower maint/fertilizer/airiator $ 500 - Liability Insurance $ 600 - Electricity
D00. Recreation:D03. Paradise Valley Recreation Center	$	1,550.00	$ 1,550 - Total PVRC Expenses
D00. Total Recreation Expenses	**$**	**1,550.00**	
F00. Website			
F00. Website:F01. Contractors - Dev & Mtce	$	400.00	
F00. Website:F02. URL/Domain Fee	$	100.00	
F00. Total Website Expenses	**$**	**500.00**	
G00. Liens			
G00. Liens:G01. Lien Filing	$	250.00	Fees for Filing a Lien
G00. Liens:G03. Administration	$	409.00	Correspondence, Postage
G04. Credit Report Attorney		$500.00	
G00. Total Lien Expenses	**$**	**1,159.00**	
J00. Other Projects			
J00. Other Projects:J03. Procedures	$	2,440.00	Produce Policy & Procedures Manuals
J00. Total Other Projects	**$**	**2,440.00**	
K00. General Operating Expenses			
K00. Operating Expenses:K01. Contractors - Admin Sec	$	4,550.00	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings
K00. Operating Expenses:K02. Contractors - Bookkeeper	$	3,000.00	Financial accounting, landowner data
K00. Operating Expenses:K03. Contractors - Accountant	$	105.00	Federal & State Tax Filing
K00. Operating Expenses:K04. Contractors - Database	$	750.00	Research & Update Landowner Information
K00. Operating Expenses:K05. Contractors - Attorney	$	500.00	Legal Advice
K00. Operating Expenses:K06. Office Supplies	$	900.00	Letterhead, Envelopes, Labels, etc.
K00. Operating Expenses:K07. Postage and Delivery	$	800.00	Stamps, Shipping
K00. Operating Expenses:K08. Monthly Board Meetings	$	2,850.00	Meeting Minutes, Handouts, Refreshments

K00. Operating Expenses:K11. Rent	$	540.00	GLA File Storage, Board Meetings
K00. Operating Expenses:K12. Insurance	$	7,441.00	$ 1,341 - GLA Board Liability Insurance $ 6,100 - GLA Community Insurance $ 7,441 - Total Insurance Expenses
K00. Operating Expenses:K13. Taxes	$	317.00	Park County Property Taxes
K00. Operating Expenses:K14. Licenses and Permits	$	70.00	Corporate Non-Profit Licensing
K00. Total General Operating Expenses	**$**	**21,823.00**	
M00. Annual Meeting/Elections			
M00. Annual Meeting/Elections:M03. Administration	$	890.00	Nomination & Election Packets, Meeting set up & Coordination, Meeting Handouts
M00. Annual Meeting/Elections:M04. Postage and Delivery	$	386.00	Nomination & Election Packets
M00. Annual Meeting/Elections:M05. Refreshments	$	200.00	Annual Meeting
M00. Annual Meeting/Elections:M06. Rent	$	75.00	Emigrant Hall Rental
M00. Total Annual Meeting/Elections Expenses	**$**	**1,551.00**	
Total 2008 Projected Expenses	**$**	**101,208.00**	
Total 2008 Projected Income	**$**	**101,208.00**	
2008 Balanced Projected Budget	**$**	**-**	

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

FEBRUARY 11, 2008 Final

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7:02 p.m. at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen, a.k.a. Richard (Vice-President), Janet Naclerio (Secretary), Charlene Murphy, a.k.a. CRM, (Treasurer), Alyssa Angelis Allen, Gerald Dubiel, Dan Kehoe, Charlotte Mizzi, a.k.a. CM, and Rich Spallone, a.k.a. Rich.
   ABSENT: Randy Mosness, Paul Ranttalo, William Smith
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners: Ron Wartman, Fern Moncrief, Scott Krabler and Danilie Howe.

2. **Set Agenda**

3. **Meeting Minute Review and Approval Procedure – JN/DOK**
   Discussion.
   UNANIMOUS AGREEMENT: Revised Procedure: (1) The meeting minute drafts will be sent to each Board member via e-mail for preliminary review; (2) The Board will e-mail to Denise suggested edits; (3) Denise will insert suggested edits (of a minor nature) and e-mail hard copies of the minutes to the Board; (4) The Board will review the hard copy of the minutes *prior* to the next meeting and come prepared to discuss and vote on it; (5) At the next meeting, the Board will discuss and cast its vote of approval concerning the final draft.

4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
   Charlene reviewed the Check and Deposit reports. The Variance Report was not distributed, but will be available in March
   . **MOTION:** Charlotte motioned and Richard seconded to approve the "Check Detail, January 2008" and "Deposit Detail, January 2008" reports. **Motion carried unanimously.**

   4.1 Late fees attached to payment plans
   The Board discussed setting policy regarding finance charges attached to payment plans. .
   MOTION: Richard motioned and Janet seconded to approve the following policy: Landowners who have signed a payment plan and are making their regular monthly payments on time will have the monthly (1.5%) and yearly (5%) finance charges waived. If a monthly payment is late (i.e. after midnight on date due) the monthly (1.5%) finance charge will be applied. **Motion carried unanimously**.

   4.2 Copy Machine Update
   The copy machine was purchased with the added feature of a fax for no extra charge.

5. **Officers' Reports**

   5.1 Executive Committee – LB/RB/CRM/JN
   5.1.1 Committee Chair 2008 goals and projected timelines
   ACTION ITEM: *Board* - modify or add to the "GLA Board & Committee Goals for 2008 Worksheet…" by the March Board meeting.

File: MtgMins: 02 11 08
Draft: 02 12 08; 02 18-08 - FINAL
Approved: 03 10 08

5.1.2 Discuss New Action Items form – LB
Laura distributed a new form: "New and Unfinished Business, Dec. 10, 2007-Jan. 14, 2008." This form contains new action items (traditionally listed at the end of the meeting minutes), unfinished action items, tabled agenda items and future action or agenda items. This information will assist in agenda planning and keeping tract of new, unfinished and future business. It will be updated after monthly meetings and e-mailed to Board members with meeting minute drafts.

6. UNFINISHED BUSINESS – Committee Reports

6.1 Road/Weed – WS/RS (2-3 min.)

6.1.1 Posting new "No Forest Access, etc." signs – RS.
Rich reported that he ordered and posted these signs. (Need location list)

6.2 Master Plan – CM/DK

6.2.1 Review/vote on the new Master Plan Committee description.
ACTION ITEM: *Charlotte* - E-mail a revised draft of the Master Plan Committee description to the Board prior to the March meeting.

6.2.2 Letter to Shelter Owners – DK
ACTION ITEM: *Dan & Richard* - work on letter containing attorney's edits.

6.3.3 Shelter spread sheet check list - DK
Dan reported the spread sheet is in process.
ACTION ITEM: *Charlotte, Dan & Gerald* - develop a shelter review check list and visit shelter sites.

7. NEW BUSINESS - Committee Reports

7.1 Road/Weed – WS/RS

7.1.1 Sand storage placement & proposal for sand equipment. Tabled.
ACTION ITEM: *Exec. Committee* - Place above item on the March agenda.

7.2 Community – LB/RB (5-10 min.)

7.2.1 Vandalism Letter – JN/DOK
The Board reviewed the new letter and discussed edits.
ACTION ITEM: *Janet/Denise* – Update vandalism letter; develop a brief informational clause to be placed on the website.

FUTURE ACTION ITEM: *Laura* – Locate "Neighborhood Watch"guidelines for future posting on GLA website.

7.2.2 Ad-hoc Research Committee – AA/DK. Tabled.
ACTION ITEM: *Executive Committee* – Place above item on April Agenda.

7.2.3 Research re: hunting rules - RS
ACTION ITEM: *Rich* – Research Fish, Wildlife and Game hotline information for future posting on GLA website.

File: MtgMins: 02 11 08
Draft: 02 12 08; 02 18-08 - FINAL
Approved: 03 10 08

7.2.4 Trespassing in High South
A landowner reported an incident of trespassers in High South, who walked through a GLA easement over private property to gain access to U.S. Forest land. Discussion.
ACTION ITEM: *Rich* – Contact/research trespassing report. Post "No Trespassing" sign on GLA easement near above private property.
ACTION ITEM: *Janet* – Place information regarding no trespassing on private property in Fall 2008 newsletter.

7.3 Website – DK

7.3.1 Newsletter subscriber link on website
Dan reported that this subscriber link has been completed.
ACTION ITEM: *Dan* – Develop procedure with Janet and Arlene for newsletter mailing lists (web subscribers' list and regular mail list.). Include reminder that hard copies will not be sent to web subscribers. Develop procedure for handling exceptions.

8. **Comment Period for Visiting Landowners. (10-15 min.)**
ACTION ITEM: *Denise* – locate information for Ron Wartman.

9. **The meeting adjourned at 8:20 p.m. Our next meeting will take place on March 10, 2008 at St. John's Church from 6:45 – 9:30 p.m.**

File: MtgMins: 02 11 08
Draft: 02 12 08; 02 18-08 - FINAL
Approved: 03 10 08

2008-02-11_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

February 11, 2008

St. John's Church, Emigrant, 6:45 p.m.

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Meeting Minute Approval and Procedure – JN/DOK (15 min.)**
4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM (5-10 min.)**
   - **4.1 Late fees attached to payment plans**
   - **4.2 Copy Machine Update**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/CRM/JN (10-15 min.)**
     - **5.1.1 Committee Chair 2008 goals and projected timelines**
     - **5.1.2 Discuss New Action Items form - LB**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Road/Weed – WS/RS (2-3 min.)**
     - **6.1.1 Posting new "No Forest Access, etc." signs - RS**
   - **6.2 Master Plan – CM/DK (5-10 min.)**
     - **6.2.1 Review/vote on the new Master Plan Committee description**
     - **6.2.2 Letter to Shelter Owners – DK**
     - **6.3.3 Shelter spread sheet check list - DK**
7. **NEW BUSINESS - Committee Reports**
   - **7.1 Road/Weed – WS/RS (5-10)**
     - **7.1.1 Sand storage placement & proposal for sand equipment**
   - **7.2 Community – LB/RB (5-10 min.)**
     - **7.2.1 Vandalism Letter – JN/DOK**
     - **7.2.2 Ad-hoc Research Committee – AA/DK.**
     - **7.2.3 Research re: hunting rules - RS**
   - **7.3 Website – DK (2-3 min.)**
     - **7.3.1 Newsletter subscriber link on website**
8. **Comment Period for Visiting Landowners. (10-15 min.)**
9. **Meeting Adjournment will take place early at 8:30 p.m.**
10. **Next Meeting Date: March 10, 2008 at St. John's Church, 6:45- 9:00 p.m.**

2008-03-10_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 10, 2008 Final

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7:17 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Charlene Murphy aka CRM (Treasurer), Alyssa Angelis, Gerald Dubiel, Charlotte Mizzi aka CM, Frances Owen and William Smith (arrived at around 8:50 p.m.)
   ABSENT: Dan Kehoe, Jr. and Paul Ranttalo.
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners & Guests: Debra and Ken DeGraaf, Peter Naclerio, RC Sones, Kristi Sones, Val O'Connel, Charles Barker, Mike Adkins and Danelie D Howe

2. **Set Agenda**

3. **Meeting Minute Approval: Dec. 10, 2007; Jan. 14 & Feb. 11, 2008.**
   MOTION: Janet motioned and Charlene seconded to approve the meeting minutes of Dec.10, 2007 with amendments and Jan 14 and Feb. 11, 2008 as written **Motion carried unanimously.**

4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
   4.1 Monthly Reports
   MOTION: Richard motioned and Charlotte seconded to approve the following Treasurer's reports: "Check Detail, February 2008 " "Deposit, February 2008" and the "2008 Budget Variance Report, January-February 2008." **Motion carried unanimously.**

5. **Officers' Reports**
   5.1 Executive Committee – LB/RB/CRM/JN
   5.1.1 Committee Chair 2008 goals/projected timelines & modifications and additions to Worksheet - LB
   Discussion.
   ACTION ITEM: *Charlotte* – E-mail new Master Plan goals to Board for review/input.
   ACTION ITEM: *Executive Committee* – Add "Discuss and Vote on new MP goals". to the April Board meeting agenda.
   ACTION ITEM: *Denise* - Add to the 2008 goals list: (1) *Road/Weed Committee*: Snow fence near Caspari Way; Replace or repair snow fence on Sirius; install snow fences in High South., and; (2) *Project Review Committee:* Further document procedures and guidelines for processing project review applications.

   5.1.2 GLA Newsletter - JN
   Janet reviewed newsletter timelines. Discussion included adding the following items to the next or future newsletter: Road maintenance/improvement plan for Spring; PVRC update; Community Committee spring clean-up (including possibly renting a back hoe for interested owners use in cleaning up properties; offer trees at discount; acquire county dumpster; offer information concerning how to contact city to haul away junk cars.; GLA information for landowners to give their renters; Pictures of Rich snowplowing.
   ACTION ITEM: *Laura* - Ask Paul Ranttalo for contact information regarding junk car hauling.
   ACTION ITEM: *Board* - Send to Janet by e-mail any articles for newsletter by April 1.

File: MtgMins 03 10 08
Draft: 03 14 08; 04 03 08 - FINAL
Approved: 04 14 08

GLA 02447

ACTION ITEM: *Janet/Alyssa/Denise:* Develop process and procedure for developing GLA newsletters.

5 .1.3 Vote on Board Meeting Policies/Procedures re: the following:

a) General outline of format for meeting minutes. Discussion.

MOTION: Alyssa motioned and Janet seconded that the format of GLA Board meeting minutes will include motions, unanimous consent items, action items, policy and procedure clarifications and a minimum of descriptive dialogue as exemplified in the February 11, 2008 meeting minutes. However, more descriptive documentation may be needed on a case by case basis as determined and approved by the Board. **Motion carried unanimously.**

b) Election of Committee Chairs

MOTION: Alyssa motioned and Janet seconded that the GLA Board will elect Committee Chairs during its orientation meeting or initial meeting of newly elected Boards.

Discussion.

Motion Carried. (2 opposed – CM & GD)

c) Protocol re: interfacing w/Administrative Secretary

Discussion.

MOTION: Alyssa motioned and Janet seconded that the current Administrative Secretary, Denise Orr Kirk, will be welcome to participate in GLA Board Meetings. **Motion carried. (1 opposed – CM)**

6. UNFINISHED BUSINESS – Committee Reports

6.1 Master Plan – CM/DK

6.1.1 Review/vote on the new Master Plan Committee description –CM Tabled.

6.1.2 Letter to shelter owners – DK/RB Tabled

6.1.3 Shelter spread sheet check list – DK Tabled

6.2 Road/Weed – WS/RS

6.2.1 Sand storage placement & proposal for sand equipment- WS/RS Tabled.

6.2.2 Research re: hunting rules for posting on website - RS

ACTION ITEM: *Dan-* Extrapolate most important information for the website. (Laura will forward website information to Dan.)

6.2.3 Report re: research on potential of road takeover by imminent domain - WS Tabled.

6.2.4 Quonset Hut – Vote to Purchase

The Board discussed purchasing the discounted Quonset hut for the purpose of storing sand and preventing it from freezing. .

MOTION: Rich motioned and Richard seconded to set aside $1,500 to purchase in the future the Quonset hut for the purpose of storing sand and preventing it from freezing. The hut will be placed at a location yet to be determined. **Motion carried unanimously.**

File: MtgMins 03 10 08
Draft: 03 14 08; 04 03 08 - FINAL
Approved: 04 14 08

6.2.5 Pot holes in GLA Common Roads
The Board agreed that the pot holes need to be handled before the roads dry.
ACTION ITEM: *Rich* – Research/handle pot hole problem.

6.2.6 Posts for Signs
Rich reported that he had identified posts (on private land) on which signs could be placed; he offered to install our signs on these posts free of charge.
ACTION ITEM: *Laura or CRM* – Request Alan Shaw's permission to use posts.

6.2.7 Speed Limits/Signs
COMPLAINT: Prior to the meeting, visiting Landowners complained that drivers were driving too fast on Capricorn Drive, especially near Venus and Gemini, they requested that signs with slower speed limits be posted on Capricorn near these areas.
ACTION ITEM: *Road Committee* – Determine where speed signs need to be posted on Capricorn Drive.

7. NEW BUSINESS

7.1 Master Plan

7.1.1 Report on shelter review check list form & visiting shelter sites- DK/CM/GD. No report. Tabled.

7.2 Road Weed

7.2.1 Report re: Trespassing in North Glastonbury and posting of sign- RS
ACTION ITEM: *Rich* – Research trespassing report in North Glastonbury; contact Laura for location; post sign.

7.2.2 Report re: Letter from Parcel 92, High South, Landowner who responded to GLA letter –CRM Discussion.
ACTION ITEM: *Charlene* – Contact Gerald for: online research re: Parcel 92, SG.
ACTION ITEM: *Gerald* – Contact William Smith re history of the Parcel 92, SG.
ACTION ITEM: *Denise* – Research possible documentation of road agreement with parcels in neighborhood near Parcel 92, SG.
ACTION ITEM; *Val*- Research the possibility of developing maintenance districts.
ACTION ITEM: *Richard* - Assist w/Parcel 92, SG snowplowing issue once research is completed
ACTION ITEM: *Charlene/Richard* - Arrange conference call with attorney, Margo Berg re: Parcel 92, High South, snowplowing issue.

7.3 Website - DK

7.3.1 Newsletter e-mailing procedure for mailing lists – DK/JN No report.

7.4 Project Review – AA/RS. No report

8. Comment Period for Visiting Landowners. (See 6.2.7 above)

9. Meeting Adjournment: 9:32 p.m.
10. Next Meeting Date: April 14, 2008 at St. John's Church, 6:45- 9:00 p.m.

File: MtgMins 03 10 08
Draft: 03 14 08; 04 03 08 - FINAL
Approved: 04 14 08

2008-03-10_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

March 10, 2008

St. John's Church, Emigrant, 6:45 p.m.

1. Call to order, opening prayer, welcome new Board member.
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Meeting Minute Approval: Dec. 3, & 10, 2007; Jan 14 & Feb 11, 2008 – LB/JN
4. Treasurer's Budget Variance, Check & Deposit Reports –CRM
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/CRM/JN
     - 5.1.1 Committee Chair 2008 goals/projected timelines – modifications/additions to Worksheet - LB
     - 5.1.2 Vote on Board Meeting Policies/Procedures re: the following:
       - a) General outline of format for meeting minutes
       - b) Election of Committee Chairs
       - c) Protocol re: interfacing w/Administrative Secretary
6. UNFINISHED BUSINESS – Committee Reports
   - 6.1 Master Plan – CM/DK
     - 6.1.1 Review/vote on the new Master Plan Committee description -CM
     - 6.1.2 Letter to shelter owners – DK/RB
     - 6.1.3 Shelter spread sheet check list - DK
   - 6.2 Road/Weed – WS/RS
     - 6.2.1 Sand storage placement & proposal for sand equipment- WS/RS
     - 6.2.2 Research re: hunting rules for posting on website - RS
     - 6.2.3 Report re: research on potential of road takeover by imminent domain - LB/RB/WS
7. NEW BUSINESS
   - 7.1 Master Plan
     - 7.1.1 Report on shelter review check list form & visiting shelter sites- DK/CM/GD
   - 7.2 Road Weed
     - 7.2.1 Report re: Trespassing in High South and posting of sign- RS
     - 7.2.2 Report re: Letter from High South landowner who responded to GLA letter –CRM
   - 7.3 Website - DK
     - 7.3.1 Newsletter e-mailing procedure for mailing lists – DK/JN
   - 7.4 Project Review – AA/RS
8. Comment Period for Visiting Landowners. (10-15 min.)
9. Meeting Adjournment will take place at 9 p.m.
10. Next Meeting Date: April 14, 2008 at St. John's Church, 6:45- 9:00 p.m.

Glastonbury Landowner's Association

2008 Budget Variance Report

January thru February 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	818.00			
110. NG Dwelling 2008	17,545.52	17,081.04	464.48	102.7%
110. SG Dwelling 2008	6,315.99	17,081.04	-10,765.05	37.0%
133. Land 2007	848.04			
134. NG Land 2008	0.00	26,377.56	-26,377.56	0.0%
134. SG Land 2008	11,706.57	26,377.56	-14,670.99	44.4%
150. GAV	1,947.75	7,791.00	-5,843.25	25.0%
160. Finance Chrgs Late Accnts	33.49			
161. Penalties Late Accounts	63.86			
Total 100. Parcel Assessment Fees	39,279.22	94,708.20	-55,428.98	41.5%
200. Project Review Fees				
201. Application Fee	0.00	475.00	-475.00	0.0%
202. IF - House	0.00	600.00	-600.00	0.0%
203. IF - Structures 200/800sf	0.00	250.00	-250.00	0.0%
205. IF - Well	0.00	250.00	-250.00	0.0%
206. IF - Driveway	0.00	175.00	-175.00	0.0%
207. IF - Septic	0.00	175.00	-175.00	0.0%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	0.00	200.00	-200.00	0.0%
210. IF - Subdivison	0.00	600.00	-600.00	0.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	0.00	4,000.00	-4,000.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	471.20	2,200.00	-1,728.80	21.4%
Total 300. Roads	471.20	2,200.00	-1,728.80	21.4%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	60.15	300.00	-239.85	20.1%
Total 500. Interest Earned	60.15	300.00	-239.85	20.1%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
Total 700. Other Income	515.00	500.00	15.00	103.0%
Total Income	46,586.36	101,708.20	-55,121.84	45.8%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	782.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	1,072.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Removal - Other	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Removal	3,255.00	5,500.00	-2,245.00	59.2%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	53.00	1,665.00	-1,612.00	3.2%
A06. Equipment Mtce	581.00	500.00	81.00	116.2%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	120.00	-120.00	0.0%

Glastonbury Landowner's Association

2008 Budget Variance Report

January thru February 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
A11. Miscellaneous				
A11A. Fuel	249.92			
A11B. Sand	380.00			
A11C. Sign Posts	834.53			
A11. Miscellaneous - Other	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	1,464.45	500.00	964.45	292.9%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	90.00			
A12C. Capricorn Drive	180.00			
A12F. Gemini Road	135.00			
A12J. Sirius Drive	180.00			
A12K. Taurus Road	135.00			
A12. Contractors - NG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A12. Contractors - NG Road Wrk	720.00	14,000.00	-13,280.00	5.1%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	680.00			
A13D. Leo Drive	680.00			
A13G. Hercules Road	680.00			
A13J. Sagittarius Skyway	680.00			
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	2,720.00	14,000.00	-11,280.00	19.4%
Total A00. Roads & Weeds	16,349.77	69,910.00	-53,560.23	23.4%
B00. Project Review				
B01. Contractors	0.00	1,000.00	-1,000.00	0.0%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	0.00	1,375.00	-1,375.00	0.0%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	900.00	800.00	100.00	112.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	900.00	900.00	0.00	100.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	50.20	600.00	-549.80	8.4%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	50.20	1,100.00	-1,049.80	4.6%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	50.20	1,550.00	-1,499.80	3.2%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	409.00	-409.00	0.0%
G04. Miscellaneous	0.00	1,550.00	-1,550.00	0.0%
Total G00. Liens	0.00	2,209.00	-2,209.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%

Glastonbury Landowner's Association

2008 Budget Variance Report

January thru February 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
K00. General Operating Expenses				
K01. Contractors - Admin Sec	546.00	4,000.00	-3,454.00	13.7%
K02. Contractors - Bookkeeper	469.75	3,000.00	-2,530.25	15.7%
K03. Contractors - Accountant	0.00	105.00	-105.00	0.0%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	600.00	500.00	100.00	120.0%
K06. Office Supplies	355.42	950.00	-594.58	37.4%
K07. Postage and Delivery	141.30	800.00	-658.70	17.7%
K08. Monthly Board Meetings	734.50	1,850.00	-1,115.50	39.7%
K11. Rent				
K11B. Storage/Boxes	60.00	240.00	-180.00	25.0%
K11. Rent - Other	350.00	300.00	50.00	116.7%
Total K11. Rent	410.00	540.00	-130.00	75.9%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,341.00	-1,341.00	0.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	0.00	7,441.00	-7,441.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	4,706.97	21,323.00	-16,616.03	22.1%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	120.00	1,551.00	-1,431.00	7.7%
Total Expense	22,126.94	101,758.00	-79,631.06	21.7%
Net Ordinary Income	24,459.42	-49.80	24,509.22	-49,115.3%
Net Income	**24,459.42**	**-49.80**	**24,509.22**	**-49,115.3%**

2008-04-14_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 14, 2008 Final

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.** The meeting was called to order by Laura Boise at 7:17 p.m., at St. John's Church.

   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Charlene Murphy aka CRM (Treasurer), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Jr., Frances Owen, Paul Ranttalo and William Smith
   ABSENT: Charlotte Mizzi
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary) and Landowners: Ron Wartman, Kristi Sones and Bob Sones

2. **Set Agenda**

3. **Meeting Minute Approval: March 10, 2008.**
   MOTION: Charlene motioned and Alyssa seconded to approve the meeting minutes of March 10, 2008 as written. **Motion carried unanimously. (2 abstentions-Dan & Paul, due to absences.)**

4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
   MOTION: Alyssa motioned and Dan seconded to approve the following Treasurer's reports: "Check Detail, March 2008 " "Deposit Detail, March 2008" and the "2008 Budget Variance Report, March 2008." **Motion carried unanimously.**

5. **Officers' Reports**
   5.1 Executive Committee – LB/RB/CRM/JN
   5.1.1 Committee Chair 2008 goals/projected timelines – modifications/additions to Worksheet - LB Tabled.

   5.1.2 Discuss hiring of New Bookkeeper – CM
   The Board discussed hiring a new bookkeeper as Arlene Hoag will be moving from the area. Job requirements and potential candidates were reviewed.
   MOTION: Dan motioned and Alyssa seconded to hire Charlene Murphy through Pegasus Company to take the GLA Bookkeeper position at $15/hour. **Motion carried unanimously.** (1 abstention - Charlene)

   5.1.3 GLA Newsletter Report- LB/JN
   The Board and attending Landowners agreed the April newsletter was a good, informative and friendly letter and that the new format would be used in future mailings..
   ACTION ITEM: ***Board*** – E-mail any feedback re: April newsletter and/or suggestions for future newsletters to Janet.

   5.1.4 Homeowner Association Training Class – LB
   Laura distributed a description of a "Homeowner Association Risk Management" class that she attended and reported it was excellent and informative. Mark Evans, the class instructor, would be willing to hold a class for the GLA Board and address the GLA's needs, especially GLA policies, procedures and rule making, etc. Discussion.

File: MtgMins 04 14 08
Draft: 04 16 08 - FINAL
Approved: 05 12 08

MOTION: Janet motioned and Richard seconded that the Board request Mark Evans to hold a Homeowners class for the GLA Board and GLA Administrative Secretary only for a total cost not to exceed $300. **Motion carried unanimously.**
Discussion.
UNANIMOUS AGREEMENT: (1) Each Board member will pay $10 toward the above class and the balance will be paid by the GLA; (2) The Board is available to attend the class on May 5th from 6:30 – 9:30 p.m.

ACTION ITEM: ***Laura*** – Contact Mark Evans to schedule Homeowners class.
ACTION ITEM: ***Janet*** – Contact E. Story to reserve St. John's for Homeowners class
ACTION ITEM: ***Laura, Alyssa, Denise*** – Develop an agenda for Homeowners class
ACTION ITEM: ***Janet*** – Include in July newsletter the information about future Homeowners Association Risk Management class in Bozeman.

5.1.5 Report and vote on legal response to Parcel 92, High South snow-plowing issue

The Board discussed (1) Letter, dated March 17, 2008, from Margot E. Barg (GLA's attorney), to Laura Boise, which analyzed the GLA's responsibility for removing snow from upper Sagittarius Skyway and offered options to resolve this issue short of litigation, and; (2) Letter draft, dated April 10, 2008, to James J. Jones (attorney to Jim Kelley) from Margot E. Barg, GLA's attorney re snowplowing issue..
MOTION: Janet motioned and Charlene seconded to accept the letter draft from our attorney, Margot E. Barg, to Jim Kelley's attorney, James J. Jones, dated April 10, 2008, with Board recommended edits. **Motion carried unanimously.**
ACTION ITEM: ***Richard*** – Edit M. Barg's letter to J. Jones; then forward to Laura
ACTION ITEM: ***Laura*** - Forward final draft of J. Jones letter to M. Barg.

6. UNFINISHED BUSINESS – Committee Reports

6.1 Road/Weed – WS/RS

6.1.1 Quonset hut placement & proposal for sand equipment- WS/RS

William reported that it was the consensus of the Road/Weed Committee to place the hut in a specific area which still needs to be inspected on site.
ACTION ITEM: ***William/Rich*** – Inspect proposed area for hut placement and present proposal at May 12 meeting.

6.2 Master Plan –DK/CM

6.2.1 Review/discuss and vote on the new Master Plan Committee description –CM Tabled.

6.2.2 Review/discuss and vote on Master Plan goals for 2008 – CM Tabled.

6.2.3 Letter to shelter owners – DK/RB

ACTION ITEM: ***Dan*** – Forward shelter letter draft to Charlene and Richard to edit
ACTION ITEM: ***Richard*** – Forward shelter letter to Laura, Janet and Denise to complete.
ACTION ITEM: ***Denise*** – Forward past sample letters to Janet.

6.2.4 Shelter spread sheet check list – DK
Dan reported the spread sheet is in process.

ACTION ITEM: ***Dan*** – Drive by each shelter to evaluate what type of clean up is needed.

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 Lot 10-D (NG)/Cristin Dhieux-Bray- Modular Home Placement

Alyssa, Paul and Gerald inspected the project on site. The garage construction in the original application was withdrawn. Discussion.
MOTION: Alyssa motioned and Charlene seconded to accept the modular home placement application with the following conditions: (1) The necessary plumbing and electrical permits would be obtained, and; (2) Any disturbed land would be reseeded. **Motion carried unanimously.**

7.2 Community Committee –LB

7.2.1 Community Clean-up Day

Laura reported that GLA's Spring Newsletter announced community clean-up days on May 3 and 4, which will occur if Laura receives adequate landowner response. JT is willing to do backhoe work in South Glastonbury at $65/hr; Paul Rantallo is willing to do the same in North Glastonbury.

7.2.2 Paradise Valley Recreation Center (PVRC) Update

Laura reported that the additional information requested by the IRS has been submitted by the GLA. The IRS agent next requested certified copies of the State forms, which the GLA has also provided.

7.3 Discuss and Vote on Fencing Proposal for High South – F0 (15 min)

Frances Owen's "Proposal to Replace Fencing in High South" dated March 28, 2008 (attached) was discussed. Neil Kremer distributed a map of the areas and parcels where the fencing had been burned in the fire 2 years ago. Discussion.
ACTION ITEM: ***Laura/Richard*** - Research federal and state law which pertains to the GLA's responsibility in building the fence.
ACTION ITEM: ***Laura*** – (1) Contact Forest Serve and ask: a) How much financial assistance they have already contributed to Story for this project; b) What additional funds are needed for this project, and, c) Clarify labor expense funding from FS; (2) Contact Story and ask when he will allow his cows to pasture off his land, etc.
ACTION ITEM: ***William/Gerald*** - Determine the length of fence needed for each affected landowner plus how much money and manpower would be required for each.
ACTION ITEM: ***Neil*** – Research generally how much manpower would be needed per foot, etc., contact experienced fencing companies.

ACTION ITEM: ***William*** - Using a survey map, measure and redo the boundary lines.
ACTION ITEM: ***Gerald*** – Resurvey the boundary lines for new fences
ACTION ITEM: ***Laura/Janet*** – Write letter to affected homeowners and offer different options. For example: (1) Put up the fence independently; (2) Work with landowners (including volunteers) to put up fence using the fencing that has been provided by FS, or; (3) Pay for labor to install fencing along their individual border.
ACTION ITEM: ***Gerald*** - Submit updated proposal for fencing project before or at the May 12 Board Meeting.

7.4 Brief Review Re: Forest Stewardship Workshop in Emigrant – FO (2 min)
The ad for this workshop was included in the Spring Newsletter
ACTION ITEM: ***Laura*** – Post posters at Pray Post Office and Bank of Rockies

7.5 Road Weed – WS/RS

7.5.1 Report re: trespassing in NG and posting of sign- RS
ACTION ITEM: ***William*** – Determine whether "Private Property" or "No legal access" sign should be posted along Glastonbury road easement.

7.5.2 Research/update on handling pothole problem - RS
Rich reported that he had filled in the problem potholes.
ACTION ITEM: ***Rich*** - Identify on a map and where the problem pothole areas are for the purpose of including this in the GLA files for future reference..

7.5.3 Report on permission from A. Shaw to use posts LB/CRM
Laura reported A. Shaw gave permission to use posts. Rich suggested that metal signs (which last longer) might be used instead of plastic signs.
ACTION ITEM: ***Charlene*** – Ask A. Shaw if the Church would like to purchase 6 metal signs @ approx. $15 each. (Otherwise, GLA will purchase plastic signs at no charge.)
ACTION ITEM: ***Rich*** – Based on A. Shaw's response, acquire 6 metal or plastic signs to install on posts.

7.5.4 Speed limit sign locations/installation and possibility of speed bumps on Capricorn Dr. (NG) – WS/RS
Discussion included that speed bumps were not recommended.
ACTION ITEM: ***Rich/William*** – Contact the Sones regarding wording on speed limit or caution signs.

7.5.5 Discuss purchase of second snow-plow sanding truck –RS/WS
The Board discussed purchasing a snow-plow sanding truck currently on sale.

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ACTION ITEM: ***Rich*** – Check out snow-plow sanding truck at Livingston County Motors

ACTION ITEM: ***Charlene*** – Inquire at our bank and credit union about possible loan for buying snow- plow sanding truck.

7.5.6 Report on Committee meeting re: Road Proposal for Chip Sealing
William distributed a list of "GLA Road Committee Action Items." (attached) He reported that bids and proposals from road contractors for long term maintenance of GLA Roads will be completed in the next 2 weeks. It was acknowledged that Mike Atkins has a 2-year contract with the GLA.

7.6 Master Plan –DK/CM

7.6.1 Report on shelter review check list form & visiting shelter sites- DK/CM/GD Tabled.

7.6.2 Tabled.

7.7 Website – DK .

7.7.1 Newsletter e-mailing procedure for mailing lists – DK/JN Tabled.

8. Comment Period for Visiting Landowners. (10-15 min.)
Ron Wartman volunteered to assist with welding signs.
ACTION ITEM: ***Rich*** – Call Ron Wartman re: offer to weld signs.

9. Meeting Adjournment: 9:32 p.m.

10. Next Meeting Date: May 12, 2008 at St. John's Church, 6:45-9:00 p.m.

File: MtgMins 04 14 08
Draft: 04 16 08 - FINAL
Approved: 05 12 08

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

April 14, 2008

St. John's Church, Emigrant (6:45–9:00 p.m.)

1. Call to order, opening prayer.
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Meeting Minute Approval: March 10, 2008
4. Treasurer's Budget Variance, Check & Deposit Reports –CRM
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/CRM/JN
     - 5.1.1 Committee Chair 2008 goals/projected timelines – modifications/additions to Worksheet - LB
     - 5.1.2 Discuss hiring of New Bookkeeper – CM
     - 5.1.3 GLA Newsletter Report- LB/JN
     - 5.1.4 Homeowner's Association Training Class – LB
     - 5.1.5 Report and vote on legal response to Parcel 92, High South snow-plowing issue
6. UNFINISHED BUSINESS – Committee Reports
   - 6.1 Road/Weed – WS/RS
     - 6.1.1 Quonset hut placement & proposal for sand equipment- WS/RS
   - 6.2 Master Plan –DK/CM
     - 6.2.1 Review/discuss and vote on the new Master Plan Committee description –CM
     - 6.2.2 Review/discuss and vote on Master Plan goals for 2008 - CM
     - 6.2.3 Letter to shelter owners – DK/RB – Dan will e-mail to me
     - 6.2.4 Shelter spread sheet check list – DK
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS
     - 7.1.1 Lot 10-D (NG)/Cristin Dhieux-Bray- Manufactured Home Placement
   - 7.2 Community Committee –LB
   - 7.3 Discuss and Vote on Fencing Proposal for High South – F0 (15 min)
   - 7.4 Brief Review Re: Forest Stewardship Workshop in Emigrant – FO (2 min)
   - 7.5 Road Weed – WS/RS
     - 7.5.1 Report re: trespassing in NG and posting of sign- RS
     - 7.5.2 Research/update on handling pothole problem - RS
     - 7.5.3 Report on permission from A. Shaw to use posts-LB/CRM
     - 7.5.4 Speed limit sign locations/installation and possibility of speed bumps on Capricorn Dr, NG – WS/RS
     - 7.5.5 Discuss purchase of second snow-plow sanding truck –RS/WS
     - 7.5.6 Report on Committee meeting re: Road Proposal for Chip Sealing
   - 7.6 Master Plan –DK/CM
     - 7.6.1 Report on shelter review check list form & visiting shelter sites- DK/CM/GD 7.6 Website - DK
     - 7.6.2 Newsletter e-mailing procedure for mailing lists – DK/JN
8. Comment Period for Visiting Landowners. (10-15 min.)
9. Meeting Adjournment will take place at 9 p.m.
10. Next Meeting Date: May 12, 2008 at St. John's Church, 6:45-9:00 p.m.

GLA Road Committee Action Items

1. Prepare a Performance Specification and Contract for Services for soliciting bids from qualified road contractors.
2. Issue bid documents to qualified bidders, receive bids by the specified date, evaluate bids and submit results to GLA Board for entering into a contract with the selected contractor.
3. Develop proposal for repairing and chip sealing asphalt paved road in North Glastonbury. Submit complete competitive bids from qualified contractors to GLA Board for review and sending to North Glastonbury landowners for vote.
4. Contractor to perform grading, watering and rolling all community roads within the timeline negotiated with the contractor. Emphasis will be placed on performing this work while the natural moisture is high in the road base.
5. Add gravel to the low section of Capricorn Drive, water and roll to maximum compaction, and construct a drainage sump along the upper side of the road to help control snow melt and stormwater runoff.
6. Grade, gravel, water and roll Lower Sagittarius Skyway.
7. Add gravel, water and roll to small selected locations in roads in both North and South Glastonbury.
8. JT to install road signs.
9. JT to install snow fence posts along designated lengths of upper Gemini Road and Caspari Way.

2008 legal expenses as of March 31, 2008

Marijuana issue:

1-29---1-31	$ 400
2-1----2-27	1,571.10
3-5----3-11	43.75
	195.00
	90.00
3-26 & 3-28	30.00
TOTAL	$2,554.85

Snow removal:

3-13	$180.00
3-17	570.00
TOTAL	$750.00

LEGAL BUDGET 2008

Complaints	$800
General	500
Liens	1,500
TOTAL	$2,800

Spent so far, 2008:

Begin	$475
1/29	1,500
3-11	1,000
total	$2,975

2007 Legal Expenses ($455 donations to legal fund)

PVRC	$300
Complaints	2,138.75
General	4,122.50
Total	$6,561.25

(The Public Access Road Issue was our main legal expense)

MEMORANDUM

To: GLA Board of Directors
From: Frances Owen, GLA Board Member
Date: March 28, 2008

Re: Proposal to Replace Fencing in High South

I propose that the GLA initiate a community project to replace the fencing that was burned in the fire in High South two years ago. I have asked that this proposal be placed on the April 14, 2008 GLA Board of Directors Meeting Agenda for discussion and vote. Other landowners will be present at the meeting to discuss this proposal, so we would ask that this could be covered in about a 15-minute segment at the beginning of the meeting.

A) Property Affected
The property involves a four-mile stretch on Glastonbury, Forest Land and Story borders. Landowners affected are:

Parcel 96: GLA Common Use Land
Section 33: Nelson Story
Section 4 & 34: Forest Service (640 acres),
Parcel 91: Erickson
Parcel 89: Haling (Spelling?)
Parcel 87: Moore
Parcel 86: Messina
Parcel 82 & 83: Johnston (Parcel 82 wasn't burned)

Notes: Kathleen Ramp's fencing was also burned, but was fenced by Mark Rose of Big Sky Ranch. Frances Owen's property is not on these borders

B) Project Materials
The Forest Service has provided the materials to Nelson Story.

C) Volunteers and Contractors Needed for the Project

1) Volunteers and contractors will be needed for the project

2) Nelson Story & Neil Kremer have offered to volunteer their services, but will need more help. They plan to work in May & June.

3) Sam Hazen has offered his services for contract ($10 - $15.00 per hour)

4) Neil estimated the cost of labor will be approximately $300 or 30 man hours, but at present this is a rough estimate.

D) How We Can Make This Happen

1) Determine exactly the length of border belonging to each of the above Landowners.

2) Determine approximately how many man hours it will take for this project

3) Contact Landowners affected and request their support to either volunteer labor or financial assistance to this project.

4) Possibly contact all remaining North and South Landowners and also ask for their assistance since this involves all of one Glastonbury. Many hands make light work!

5) Frances Owen would be open to contributing a monetary contribution as a seed start Frances would also be willing to offer her assistance to help facilitate getting this message out to the Landowners, etc.

Glastonbury Landowner's Association

2008 Budget Variance Report

March 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	1,208.00			
110. NG Dwelling 2008	21,937.56	17,081.04	4,856.52	128.4%
110. SG Dwelling 2008	6,778.69	17,081.04	-10,302.35	39.7%
133. Land 2007	1,370.04			
134. NG Land 2008	0.00	26,377.56	-26,377.56	0.0%
134. SG Land 2008	12,981.94	26,377.56	-13,395.62	49.2%
150. GAV	1,947.75	7,791.00	-5,843.25	25.0%
160. Finance Chrgs Late Accnts	37.84			
161. Penalties Late Accounts	97.81			
Total 100. Parcel Assessment Fees	46,359.63	94,708.20	-48,348.57	48.9%
200. Project Review Fees				
201. Application Fee	0.00	475.00	-475.00	0.0%
202. IF - House	0.00	600.00	-600.00	0.0%
203. IF - Structures 200/800sf	0.00	250.00	-250.00	0.0%
205. IF - Well	0.00	250.00	-250.00	0.0%
206. IF - Driveway	0.00	175.00	-175.00	0.0%
207. IF - Septic	0.00	175.00	-175.00	0.0%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	0.00	200.00	-200.00	0.0%
210. IF - Subdivison	0.00	600.00	-600.00	0.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	0.00	4,000.00	-4,000.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	471.20	2,200.00	-1,728.80	21.4%
Total 300. Roads	471.20	2,200.00	-1,728.80	21.4%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	77.17	300.00	-222.83	25.7%
Total 500. Interest Earned	77.17	300.00	-222.83	25.7%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
Total 700. Other Income	515.00	500.00	15.00	103.0%
Total Income	53,683.79	101,708.20	-48,024.41	52.8%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	782.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	1,072.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Remo...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Re...	3,255.00	5,500.00	-2,245.00	59.2%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	53.00	1,665.00	-1,612.00	3.2%
A06. Equipment Mtce	581.00	500.00	81.00	116.2%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	120.00	-120.00	0.0%

Glastonbury Landowner's Association

2008 Budget Variance Report

March 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
A11. Miscellaneous				
A11A. Fuel	249.92			
A11B. Sand	380.00			
A11C. Sign Posts	834.53			
A11. Miscellaneous - Other	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	1,464.45	500.00	964.45	292.9%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	90.00			
A12C. Capricorn Drive	180.00			
A12F. Gemini Road	135.00			
A12J. Sirius Drive	180.00			
A12K. Taurus Road	135.00			
A12. Contractors - NG Road W...	0.00	14,000.00	-14,000.00	0.0%
Total A12. Contractors - NG Road ...	720.00	14,000.00	-13,280.00	5.1%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	680.00			
A13D. Leo Drive	680.00			
A13G. Hercules Road	680.00			
A13J. Sagittarius Skyway	680.00			
A13. Contractors - SG Road Wr...	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road ...	2,720.00	14,000.00	-11,280.00	19.4%
Total A00. Roads & Weeds	16,349.77	69,910.00	-53,560.23	23.4%
B00. Project Review				
B01. Contractors	0.00	1,000.00	-1,000.00	0.0%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	0.00	1,375.00	-1,375.00	0.0%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	900.00	800.00	100.00	112.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	900.00	900.00	0.00	100.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	75.30	600.00	-524.70	12.6%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	75.30	1,100.00	-1,024.70	6.8%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	75.30	1,550.00	-1,474.70	4.9%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	409.00	-409.00	0.0%
G04. Miscellaneous	1,000.00	1,550.00	-550.00	64.5%
Total G00. Liens	1,000.00	2,209.00	-1,209.00	45.3%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%

Glastonbury Landowner's Association

2008 Budget Variance Report

March 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
K00. General Operating Expenses				
K01. Contractors - Admin Sec	799.50	4,000.00	-3,200.50	20.0%
K02. Contractors - Bookkeeper	715.50	3,000.00	-2,284.50	23.9%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	600.00	500.00	100.00	120.0%
K06. Office Supplies	420.67	950.00	-529.33	44.3%
K07. Postage and Delivery	362.80	800.00	-437.20	45.4%
K08. Monthly Board Meetings	1,105.00	1,850.00	-745.00	59.7%
K11. Rent				
K11B. Storage/Boxes	100.00	240.00	-140.00	41.7%
K11. Rent - Other	362.50	300.00	62.50	120.8%
Total K11. Rent	462.50	540.00	-77.50	85.6%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,341.00	-1,341.00	0.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	0.00	7,441.00	-7,441.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous	0.00			
Total K00. General Operating Expen...	6,035.97	21,323.00	-15,287.03	28.3%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	120.00	1,551.00	-1,431.00	7.7%
Total Expense	24,481.04	101,758.00	-77,276.96	24.1%
Net Ordinary Income	29,202.75	-49.80	29,252.55	-58,640.1%
Net Income	**29,202.75**	**-49.80**	**29,252.55**	**-58,640.1%**

2008-05-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 12, 2008 Final

CONFIDENTIAL – DO NOT COPY

1. Call to order, opening prayer. The meeting was called to order at 7:15 p.m. by Laura Boise at St. John's Church. Charlene gave the opening prayer.
PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Charlene Murphy aka CRM (Treasurer), Alyssa Angelis, Gerald Dubiel (arrived approximately 8:00 p.m.), Charlotte Mizzi, Frances Owen, Rich Spallone and William Smith.
ABSENT: Dan Kehoe, Jr. and Paul Ranttalo
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary) and Landowners: Kristi Sones, Bob Sones, Val O'Connell and Lyn Vastenko.

2. Set Agenda

3. Meeting Minute Approval: April 14, 2008
MOTION: Janet motioned and Charlene seconded to approve the April meeting minutes as written. **Motion carried.** (1 abstention – Charlotte, who was not in attendance)

4. Treasurer's Budget Variance, Check & Deposit Reports –CRM
Charlene reviewed the Treasurer's reports and the current status of the GLA budget and projected spending, as detailed in her May 10, 2008 e-mail message to the Board. (see attached) She also reported that a new snowplow truck had been purchased (based on Board approval through e-mail vote) so each Glastonbury has a truck. Discussion.
MOTION: Charlotte motioned and Richard seconded to approve the following Treasurer's reports: "Check Detail, April 2008," "Deposit Detail, April 2008" and the "2008 Budget Variance Report, April 2008." **Motion carried unanimously.**

5. Officers' Reports

5.1 Executive Committee – LB/RB/CRM/JN

5.1.1 Committee Chair 2008 goals/projected timelines – modifications and additions to Worksheet - LB
The worksheet will be completed pending submission of committee goal timelines by Committee Chairs.

5.1.2 Update on Homeowner's Association Training Class – LB
Laura confirmed that the class is scheduled for May 29.
ACTION ITEM: ***Laura*** – Send proposed Focus Items List to Mark Evans for Homeowner's class.

5.1.3 Review Project Action Item Forms - LB
Laura distributed a draft of the Project Action Item form to be used for completing detailed action items. Each project will have a "project manager."
ACTION ITEM: ***Alyssa/Denise/Laura:*** Develop project form & project status spreadsheet
ACTION ITEM: *Committee Chairs* - Send to Laura and Denise any ideas that you would like to see added to the Project Action Item form that will help meet specific needs of your committee.

File: MtgMins 04 14 08
Draft: 04 16 08; 04 22 08; 05 29 08 -FINAL
Approved: 06 09 08

5.1.4 Brief review of Landowner responses to new Rule, 1.01 and Vote

Laura reviewed that the May 12 meeting marked the end of the 30-day period for Landowner response to the new Glastonbury Rule, 1.01. The GLA received approximately 9 positive responses by phone and in writing *plus* four positive verbal responses from meeting attendees – for a total of 13 responses. No responses objecting to the new Rule were received. Discussion.

MOTION: Richard motioned and Charlotte seconded to adopt "Rule and Regulation 1.01 of Glastonbury Landowners Association" which expressly prohibits the commercial growing and/or production of marijuana and any other psycho-active substance and/or drug in Glastonbury. **Motion carried unanimously.**

Board members then signed the new Rule. (Gerald Dubiel did not sign it as he had not yet arrived. Paul and Dan were absent.)

ACTION ITEM: ***Richard/Laura*** – Ask our attorney, Margo Barg, if the GLA needs to take any further actions (legal or otherwise) regarding the publication of Rule 1.01, etc.

ACTION ITEM: ***Denise*** – Scan and send pdf file of the new Rule, with Board signatures, to Dan for website.

6. UNFINISHED BUSINESS – Committee Reports

6.1 Road/Weed – WS/RS

6.1.1 Present Quonset hut placement proposal & vote - WS/RS

William reported that the Road Committee had reviewed two areas for placement consideration. Discussion included Landowner input regarding pros and cons of areas.

ACTION ITEM: ***William/Paul/Gerald and Rich*** – Further discuss the pros and cons of proposed Quonset hut sites. Stake out both areas to identify them prior to June 9.

ACTION ITEM: ***William*** – Send Quonset hut placement proposal, including installation expense, to Board prior to the June 9 Board meeting.

ACTION ITEM: ***Laura/Denise*** – Put Quonset hut placement proposal on June agenda.

6.1.2 Update on GLA response to Parcel 92, High South snow-plowing issue

Laura reported that the letter draft had been finalized and forwarded to Margot Barg to send to Kelly.

6.1.3 Update re: Status of Forest Stewardship Workshop in Emigrant – FO

Frances reported that an Emigrant class would not take place due to lack of Landowner response. Discussion included comments from Lyn Vastenko, who had attended a class and stated it was excellent and would be very valuable to Glastonbury landowners.

ACTION ITEM: ***Frances*** – Inquire if the GLA can purchase a Forest Stewardship manual without attending the class.

ACTION ITEM: ***Janet*** – Place a more detailed Forest Stewardship Workshop ad in a future newsletter to solicit interest in a possible class in 2009. Contact Lynn Vastenko for possible input.

ACTION ITEM: ***Laura/Frances?*** – Contact the Forest Stewardship representative to ask: (1) When will the next class be given in 2009, and; (2) Would someone would be willing to give a brief presentation regarding the class during the 2008 Annual Meeting. If no one is available to give presentation, contact Lynn Vastenko and ask if she might give the presentation.

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Draft: 04 16 08; 04 22 08; 05 29 08 -FINAL
Approved: 06 09 08

ACTION ITEM: ***Election Committee*** – At the GLA Annual Meeting, provide a sign-up sheet for Landowners to indicate interest in attending Forest Stewardship class in 2009.

6.1.4 Update re: Anonymous complaint re: trespassing in NG and posting of sign- RS

Rich reported that he inspected the alleged trespassed area and determined that it is private property. Therefore, the property owner will need to be contacted by the GLA to obtain permission to post "No Tresspassing or Poaching" signs.

ACTION ITEM: ***Rich*** – Ask permission from Jack Brandis to post metal signs to prevent trespassing or poaching.

6.1.5 Report on GLA road accesses to U.S. Forest Land and potential of road takeover by imminent domain, etc. - WS

Laura reported that Ron Archuletta (U.S. Forest Service) stated that FS maps do not show GLA public accesses to FS land. Board discussion included that Map Quest may incorrectly show that the GLA's private road off of Capricorn is a public access road to Forest Land..

ACTION ITEM: ***Val O'Connel*** - Volunteered to research Google/Map Quest re GLA roads; then send her research to William.

ACTION ITEM: ***William*** – Investigate as to whether further action needs to be taken with the State and/or County to determine whether their maps are correctly noting that GLA roads are private.

ACTION ITEM: ***Dan*** – If Map Quest has incorrect information re: GLA roads, remove the Map Quest link from the GLA website

6.1.6 Post existing signs – WS/RS

ACTION ITEM: ***William*** - Contact JT about posting signs, and post on a Glastonbury map the location of all of our signs.

ACTION ITEM: ***Denise:*** Research the existence of electronic copies of GLA maps that show our streets and roads. If found, e-mail maps to William to create sign placement maps.

6.2 Master Plan –DK/CM

6.2.1 Review/discuss & vote on the new Master Plan Committee description –CM

Charlotte read her draft of the MP Committee description, which she then passed around for the Board to further review and comment upon. Discussion.

ACTION ITEM: ***Charlotte/Alyssa/William*** – Charlotte will rewrite her draft of the Master Plan Committee description to include a more extensive explanation of what the committee would do and why it's existence is necessary. E-mail copies to William and Alyssa for further input.

6.2.2 Review/discuss & vote on Master Plan goals for 2008 - CM

ACTION ITEM: ***Master Plan Committee*** – Complete the shelter letter project, making this project a priority before re-examining the MP Committee description and goals.

ACTION ITEM: ***Denise*** – Xerox shelter list from Charlotte and return original to her.

6.2.3 Report re: Shelter spread sheet check list and letter – DK

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Laura reported that a letter to shelter owners, which includes a check list for owners to use, has been developed and sent to Dan for finalization.

6.2.4 Report on drive-by shelter evaluation – DK Tabled.

6.3 Update re: Fencing Proposal for High South – GD/WS

6.3.1 Report on federal and state law research - LB/RB

Laura reported that Ron Archuletta stated the FS is not legally responsible for financial assistance for fencing and that the Storeys received FS assistance because they are leasing from the FS.

6.3.2 Report on whether funds are available from FS to help with cost of fence - LB

The financial assistance offered after the fires two years ago has been used up. In the future, applications for this assistance need to be made immediately following a fire.
ACTION ITEM: ***Laura*** – After William and Gerald survey and estimate the cost of the fencing, contact Nelson Story to work out an agreement as to how we can work together on the fence.

6.3.3 Measure and redo boundary lines - WS

William displayed a map with boundary lines.
ACTION ITEM: ***William*** – Measure and redo boundary lines.

6.3.4 Resurvey the boundary lines for new fences - GD

ACTION ITEM: ***Gerald*** - Resurvey boundary lines for new fences.

6.3.5 Letter to affected landowners – LB/JN Tabled until cost estimates are made.

6.3.6 Project Manager for Fencing Proposal

Frances offered to be the Project Manager (i.e. oversee and track all steps to project completion) for the fencing proposal project.

6.4 Community Committee –LB

6.4.1 Report on status of Community Clean-up Day - LB

The clean-up day was cancelled due to lack of Landowner response.

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 43-5 (NG) James & Marion Kozlik - greenhouse application

Discussion.
MOTION: Alyssa motioned and Richard seconded to approve James and Marion Kozlik's greenhouse application on 43-5 (NG) with the following conditions: (1) The Project Review Committee meets with the Kozliks on-site to confirm that setback

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requirements are being met; (2) The $25 application fee is submitted; (3) The $250 refundable sanitation bond is submitted; (4) The 2008 annual assessments of $318 are submitted, and (5) Any disturbed land be re-seeded.
Motion carried unanimously.

7.4 Paradise Valley Recreation Center (PVRC) Update - LB

Laura reported that on May 12, 2008, the PVRC received official notification from the IRS, dated May 6, 2008, that the PVRC's tax exempt status under the IRS Code, Section 501 (c) (3) was approved, and is also classified as a 509 (a) (2) Public Charity Status. This means the PVRC is able to accept tax deductible donations. The effective date of exemption is October 9, 2004.

7.6 Road Weed – WS/RS

7.6.1 Review/Vote on Chip Sealing Proposal for Landowner Vote – WS/RS

William reported that he is still waiting to hear back from two contractors. Charlene volunteered to be Project Manager for the chip sealing project.
ACTION ITEM: ***Road/Weed Committee & Charlene***– Send chip sealing proposal to the Board in the future.

7.6.2 Report re: possible placement of signs on Glastonbury road easements - WS. REMOVED FROM THE AGENDA .

7.6.3 Identify problem pothole areas on map - RS Tabled.

ACTION ITEM: ***Denise*** – Send copies of GLA maps with streets to Rich, William and JT to label for specific pothole areas and send copies to Denise for GLA files.

7.6.4 Report re: speed limit and/or caution signs on Capricorn Dr. (NG) - RS/WS

ACTION ITEM: ***Charlene*** – Research/order speed limit/caution signs for Capricorn and replacement signs on Aries and Aquarius.

8. Comment Period for Visiting Landowners.

Val O'Connell reported that the State may be ready to settle with the neighbors who brought up the complaint lawsuit concerning the County Subdivision Laws. Since the inception of these laws about a year ago, the county has postponed all review and approval of subdivision applications submitted to them from Glastonbury landowners

9. Meeting Adjourned at 9:30 p.m.

10. Next Meeting Date: June 9, 2008 at St. John's Church, 6:45-9:00 p.m.

File: MtgMins 04 14 08
Draft: 04 16 08; 04 22 08; 05 29 08 -FINAL
Approved: 06 09 08

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

May 12, 2008

St. John's Church, Emigrant (6:45–9:00 p.m.)

1. **Call to order, opening prayer.**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Meeting Minute Approval: April 14, 2008**
4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/CRM/JN**
     - **5.1.1 Committee Chair 2008 goals/projected timelines – modifications and additions to Worksheet - LB**
     - **5.1.2 Update on Homeowner's Association Training Class – LB**
     - **5.1.3 Review Project Action Item Forms - LB**
     - **5.1.4 Brief review of Landowner response to new Rule**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Road/Weed – WS/RS**
     - **6.1.1 Present Quonset hut placement proposal & vote - WS/RS**
     - **6.1.2 Update on GLA response to Parcel 92, High South snow-plowing issue**
     - **6.1.3 Update re: status of Forest Stewardship Workshop in Emigrant – FO**
     - **6.1.4 Update re: trespassing in NG complaint and posting of sign- RS**
     - **6.1.5 Report on GLA road accesses to U.S. Forest land and potential of road takeover by imminent domain, etc. - WS**
     - **6.1.6 Post existing signs – WS/RS**
   - **6.2 Master Plan –DK/CM**
     - **6.2.1 Review/discuss & vote on the new Master Plan Committee description –CM**
     - **6.2.2 Review/discuss & vote on Master Plan goals for 2008 - CM**
     - **6.2.3 Report re: Shelter spread sheet check list and letter – DK**
     - **6.2.4 Report on drive-by shelter evaluation - DK**
   - **6.3 Update re: Fencing Proposal for High South – GD/WS**
     - **6.3.1 Report on federal and state law research - LB/RB**
     - **6.3.2 Report on contact with FS and Story - LB**
     - **6.3.3 Measure and redo boundary lines - WS**
     - **6,3.4 Resurvey the boundary lines for new fences - GD**
     - **6.3.5 Letter to affected landowners – LB/JN**
   - **6.4 Community Committee –LB**
     - **6.4.1 Report on status of Community Clean-up Day - LB**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 43-5 (NG) James & Marion Kozlik - greenhouse application**
   - **7.2 Community Committee –LB**
   - **7.4 Paradise Valley Recreation Center (PVRC) Update - LB**
   - **7.6 Road Weed – WS/RS**
     - **7.6.1 Review/Vote on Chip Sealing Proposal for Landowner Vote – WS/RS**
     - **7.6.2 Report re: possible placement of signs on Glastonbury road easements - WS**
     - **7.6.3 Identify problem pothole areas on map - RS**
     - **7.6.4 Report re: speed limit and/or caution signs on Capricorn Dr. (NG) - RS/WS**
8. **Comment Period for Visiting Landowners. (10-15 min.)**
9. **Meeting Adjournment will take place at 9 p.m.**
10. **Next Meeting Date: June 9, 2008 at St. John's Church, 6:45-9:00 p.m.**

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Draft: 05 03 08; 05 06 08

Glastonbury Landowner's Association

2008 Budget Variance Report

April 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	1,208.00			
110. NG Dwelling 2008	23,101.24	17,081.04	6,020.20	135.2%
110. SG Dwelling 2008	6,937.69	17,081.04	-10,143.35	40.6%
133. Land 2007	1,440.04			
134. NG Land 2008	0.00	26,377.56	-26,377.56	0.0%
134. SG Land 2008	13,158.61	26,377.56	-13,218.95	49.9%
150. GAV	3,895.50	7,791.00	-3,895.50	50.0%
160. Finance Chrgs Late Accnts	37.84			
161. Penalties Late Accounts	101.31			
Total 100. Parcel Assessment Fees	49,880.23	94,708.20	-44,827.97	52.7%
200. Project Review Fees				
201. Application Fee	25.00	475.00	-450.00	5.3%
202. IF - House	0.00	600.00	-600.00	0.0%
203. IF - Structures 200/800sf	0.00	250.00	-250.00	0.0%
205. IF - Well	0.00	250.00	-250.00	0.0%
206. IF - Driveway	0.00	175.00	-175.00	0.0%
207. IF - Septic	0.00	175.00	-175.00	0.0%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	0.00	600.00	-600.00	0.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	125.00	4,000.00	-3,875.00	3.1%
300. Roads				
301. CUT - Road Paving Loan	471.20	2,200.00	-1,728.80	21.4%
Total 300. Roads	471.20	2,200.00	-1,728.80	21.4%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	77.17	300.00	-222.83	25.7%
Total 500. Interest Earned	77.17	300.00	-222.83	25.7%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
Total 700. Other Income	515.00	500.00	15.00	103.0%
Total Income	57,329.39	101,708.20	-44,378.81	56.4%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	782.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	3,082.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Remova...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Rem...	5,265.00	5,500.00	-235.00	95.7%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	53.00	1,665.00	-1,612.00	3.2%
A06. Equipment Mtce	581.00	500.00	81.00	116.2%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	120.00	-120.00	0.0%

Glastonbury Landowner's Association

2008 Budget Variance Report

April 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
A11. Miscellaneous				
A11A. Fuel	249.92			
A11B. Sand	380.00			
A11C. Sign Posts	834.53			
A11. Miscellaneous - Other	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	1,464.45	500.00	964.45	292.9%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	90.00			
A12C. Capricorn Drive	180.00			
A12F. Gemini Road	135.00			
A12J. Sirius Drive	180.00			
A12K. Taurus Road	135.00			
A12. Contractors - NG Road Wrk ...	0.00	14,000.00	-14,000.00	0.0%
Total A12. Contractors - NG Road Wrk	720.00	14,000.00	-13,280.00	5.1%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	680.00			
A13D. Leo Drive	680.00			
A13G. Hercules Road	680.00			
A13J. Sagittarius Skyway	680.00			
A13. Contractors - SG Road Wrk ...	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	2,720.00	14,000.00	-11,280.00	19.4%
Total A00. Roads & Weeds	18,359.77	69,910.00	-51,550.23	26.3%
B00. Project Review				
B01. Contractors	0.00	1,000.00	-1,000.00	0.0%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	0.00	1,375.00	-1,375.00	0.0%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	900.00	800.00	100.00	112.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	900.00	900.00	0.00	100.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	100.40	600.00	-499.60	16.7%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	100.40	1,100.00	-999.60	9.1%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	100.40	1,550.00	-1,449.60	6.5%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	409.00	-409.00	0.0%
G04. Miscellaneous	1,000.00	1,550.00	-550.00	64.5%
Total G00. Liens	1,000.00	2,209.00	-1,209.00	45.3%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%

Glastonbury Landowner's Association

2008 Budget Variance Report

April 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,176.50	4,000.00	-2,823.50	29.4%
K02. Contractors - Bookkeeper	841.25	3,000.00	-2,158.75	28.0%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	805.00	500.00	305.00	161.0%
K06. Office Supplies	446.66	950.00	-503.34	47.0%
K07. Postage and Delivery	458.80	800.00	-341.20	57.4%
K08. Monthly Board Meetings	1,157.00	1,850.00	-693.00	62.5%
K11. Rent				
K11B. Storage/Boxes	100.00	240.00	-140.00	41.7%
K11. Rent - Other	362.50	300.00	62.50	120.8%
Total K11. Rent	462.50	540.00	-77.50	85.6%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	1,341.00	7,441.00	-6,100.00	18.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous	0.00			
Total K00. General Operating Expenses	8,273.71	21,323.00	-13,049.29	38.8%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	120.00	1,551.00	-1,431.00	7.7%
Total Expense	29,012.18	101,758.00	-72,745.82	28.5%
Net Ordinary Income	28,317.21	-49.80	28,367.01	-56,861.9%
Net Income	**28,317.21**	**-49.80**	**28,367.01**	**-56,861.9%**

2008-06-09_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 9, 2008 Final

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1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7:20 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Charlene Murphy aka CRM (Treasurer), Alyssa Angelis, Dan Kehoe (arrived 7:45 pm), Charlotte Mizzi aka CM, Frances Owen, Paul Ranttalo
   ABSENT: Gerald Dubiel, Janet Naclerio, William Smith and Rich Spallone.
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners: Ron Wartman, Bob & Kristi Sones

2. **Set Agenda**

3. **Meeting Minutes Approval: May 12, 2008**
   MOTION: Charlene motioned and Richard seconded to approve the May 12, 2008 minutes as written. **Motion carried unanimously.**

4. **Treasurers' Budget Variance, Check & Deposit Reports –CRM**
   4.1 Monthly Reports: Charlene reviewed the 3 reports.
   MOTION: Charlotte motioned and Richard seconded to approve the "Check Detail, May 2008," "Deposit Detail, May 2008" and the "2008 Budget Variance Report, January –May 2008." reports. **Motion carried unanimously.**

5. **Officers' Reports**
   5.1 Executive Committee – LB/RB/CRM/JN
   5.1.1 Brief Review of Homeowner's Association Training Class – LB
   Discussion.

6. **UNFINISHED BUSINESS – Committee Reports**
   6.1 Road/Weed – WS/RS
   6.1.1 Review timeline and vote process for chip sealing project –WS Tabled.
   6.1.2 Present Quonset hut placement proposal & vote - WS/RS Tabled.
   6.1.3 Report from Frances re: Forest Stewardship Workshop Manual - FO
   ACTION ITEM: ***Frances*** – Request date of stewardship class for 2009. Also, request if Lyn Vastenko would give a 10 minute overview of the Forest Stewardship workshop at the GLA Annual Meeting.
   6.1.4 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County –WS Tabled.
   6.1.5 Posting of existing signs by JT – WS Tabled.
   6.1.6 Glastonbury road map identifying existing signs - WS Tabled.
   6.1.7 Glastonbury road map identifying problem pothole areas - RS Tabled.
   6.1.8 Report re: speed limit and/or caution signs on Capricorn Dr. (NG) - RS/WS
   Charlene reported that these signs have been purchased.

   6.2 Master Plan –DK/CM
   6.2.1 Review/discuss & vote on the revised Master Plan Committee description – CM/WS./AA

File: MtgMins 06 09 08
Draft: 06 11 08; 06 23 08 -FINAL
Approved: 07 14 08

ACTION ITEM: ***Charlotte*** – Send draft of Master Plan Committee description to William and Alyssa; work w/ them to complete description prior to July Board meeting

6.2.2 Review/discuss & vote on Master Plan goals for 2008 - CM
ACTION ITEM: ***Charlotte*** – E-mail Master Plan Committee goals to Board prior to July Meeting.

6.2.3 Report re: Shelter spread sheet check list and letter – DK
ACTION ITEM: ***Laura*** - Determine if shelter letter & checklist was forwarded to DK.

6.2.4 Report on drive-by shelter evaluation – DK Tabled.

6.3 Update re: Fencing Proposal for High South – GD/WS
6.3.1 Measure and redo boundary lines – WS Tabled.
6.3.2 Resurvey the boundary lines for new fences - GD Tabled.
6.3.3 Estimate total cost of proposed fencing - GD/WS Tabled.

6.3.4 Project Manager for Fencing Proposal
Frances reported that she has contacted the people working on the project and has not received responses. Discussion.
MOTION: Charlene motioned and Alyssa seconded to approve the GLA to pay $100 to Neil Kremer, who will put it toward covering part of the labor expense needed for the completion of the fence being replaced on the common use land in High South above Parcel 95. **Motion carried unanimously.**

6.3.5 Locks and Sign on Kathleen Ramps Fence – Parcel 97 (SG)
(New agenda item) It was reported that Kathleen Ramp's fence, which leads to common use property and USFS land has 3 locks.. Discussion.
ACTION ITEM: ***Richard*** – Contact Alyssa and Laura to review past activity and discussion regarding K. Ramp's gate and sign.

7. NEW BUSINESS
7.1 Project Review – AA/RS
7.1.1 Lot 22-D (SG)/Justin Woodruff - House Addition. Alyssa reviewed the application.
MOTION: Charlotte motioned and Alyssa seconded to accept Justin Woodruff's Lot 22-D (SG) house addition application with the condition that the land be reseeded after construction. **Motioned carried unanimously.**

7.1.2 Lot 37-D (NG)/Orlando Johnson - Lot use change from Shelter only to Residential
Alyssa clarified that the change in use only applied to a statement from the DEQ, who had since removed this restriction, rather than a restriction placed on the lot by the parcel's subdivision covenants. Alyssa also clarified that this type of change would not

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normally go through GLA review, but that we were doing so because Park County is in favor of the GLA review process and requested this of the owner.
MOTION: Alyssa motioned and Charlotte seconded to approve Orlando Johnson's application for Lot 37 (NG) to change from shelter use to residential use on the condition that no additional driveway that directly accesses Gemini Road will be installed.
Motion carried. (1 abstention - Charlene)

7.1.3 Lot 51 (SG)/Kathleen Rakela - Update to Subdivision
Alyssa and the Board discussed with Kathleen the requirement that a cul-de-sac be installed close to the fire fill tank to meet fire regulations and that this cul-de-sac would run alongside Arcturus Road. The Board suggested that Kathleen meet with Mike Graham to determine if a T-shape turnaround would be acceptable rather than a cul-de-sac.
ACTION ITEM: ***Alyssa/Project Review & Road Committee*** – Meet with Kathleen at Lot 51 (SG) to inspect the potential location of cul-de-sac.
ACTION ITEM: ***Alyssa*** – After meeting with Kathleen and Committee members, e-mail the Board with an update and possibly request a vote to approve the location of the cul-de-sac on Kathleen Rakela's Lot 51 (SG).

7.1.4 Lot 53 (NG)/Kathleen Rakela - Family Conveyance
MOTION: Alyssa motioned and Richard seconded to approve Kathleen Rakela's Lot 53 (NG) subdivision application with the condition that there be only one access point to any portion of the parcel from Aquarius Lane. **Motion carried unanimously.**

7.2 Community Committee –LB
7.2.1 Recent Complaints concerning dogs - LB
Laura reviewed that she was working with complainants who had contacted the GLA concerning barking/howling dogs .

7.2.2 Recent Flooding in High South and in North (on Orion & across Capricorn to the Recreation Land)
(New agenda item) The Board discussed the recent flooding in North and South Glastonbury due to snow melt. They commended Rich for his work in South and Paul and William for their work in North. Their work included redirecting the water and installing larger culverts, which were needed.

7.2.3 Drivers Cutting Across GLA Recreation Land
(New agenda item) The Board discussed the problem of cars cutting across GLA recreation land and through nearby parcels owned by the Church. Laura reported that a car was recently stuck in the middle of the land, which had flooded due to snow melt. It was reported that the Church plans to install large rocks and a sign to keep cars off the land.
ACTION ITEM: ***Janet*** – Include in next newsletter a reminder to not drive on recreation land, etc.

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Draft: 06 11 08; 06 23 08 -FINAL
Approved: 07 14 08

7.3 Road Weed – WS/RS/

7.3.1 Review/Vote on Chip Sealing Proposal for Landowner Vote – WS/RS Tabled.

7.3.2 Update re: contact w/J. Brandis for posting sign - RS Tabled.

8. Comment Period for Visiting Landowners. (10-15 min.)

Bob Sones inquired if the GLA has a policy on parking shipping containers. Discussion.

ACTION ITEM: Denise – Research 1997 minutes regarding motion regarding cargo containers as eyesores, etc. and send to Alyssa.

ACTION ITEM: Alyssa – *If necessary,* send project application information to NG landowner (name to be determined), who has a shipping container on his/her property.

9. The meeting adjourned at 9:14 p.m.

10. Our next meeting will take place July 14, 2008 at St. John's Church, 6:45-9 pm.

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Draft: 06 11 08; 06 23 08 -FINAL
Approved: 07 14 08

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 9, 2008
St. John's Church, Emigrant (6:45–9:00 p.m.)

1. **Call to order, opening prayer.**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Meeting Minutes Approval: May 12, 2008**
4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/CRM/JN**
     - **5.1.1 Brief Review of Homeowner's Association Training Class – LB**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Road/Weed – WS/RS**
     - **6.1.1 Review timeline and vote process for chip sealing project -WS**
     - **6.1.2 Present Quonset hut placement proposal & vote - WS/RS**
     - **6.1.3 Report from Frances re: manual for Stewardship Workshop - FO**
     - **6.1.4 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County -WS**
     - **6.1.5 Posting of existing signs by JT – WS**
     - **6.1.6 Glastonbury road map identifying existing signs - WS**
     - **6.1.7 Glastonbury road map identifying problem pothole areas - RS**
     - **6.1.8 Report re: speed limit and/or caution signs on Capricorn Dr. (NG) - RS/WS**
   - **6.2 Master Plan –DK/CM**
     - **6.2.1 Review/discuss & vote on the revised Master Plan Committee description – CM/WS./AA**
     - **6.2.2 Review/discuss & vote on Master Plan goals for 2008 - CM**
     - **6.2.3 Report re: Shelter spread sheet check list and letter – DK**
     - **6.2.4 Report on drive-by shelter evaluation - DK**
   - **6.3 Update re: Fencing Proposal for High South – GD/WS**
     - **6.3.1 Measure and redo boundary lines - WS**
     - **6.3.2 Resurvey the boundary lines for new fences - GD**
     - **6.3.3 Estimate total cost of proposed fencing - GD/WS**
     - **6.3.4 Project Manager for Fencing Proposal**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Lot 22-D (SG)/Justin Woodruff - House Addition**
     - **7.1.2 Lot 37-D (NG)/Orlando Johnson - Lot use change from Shelter only to Residential**
     - **7.1.3 Lot 51 (SG)/Kathleen Rakela - Update to Subdivision**
     - **7.1.4 Lot 53 (NG)/Kathleen Rakela - Family Conveyance**
   - **7.2 Community Committee –LB**
     - **7.2.1 Recent Complaints concerning dogs - LB**
   - **7.3 Road Weed – WS/RS**
     - **7.3.1 Review/Vote on Chip Sealing Proposal for Landowner Vote – WS/RS**
     - **7.3.2 Update re: contact w/J. Brandis for posting sign - RS**
8. **Comment Period for Visiting Landowners. (10-15 min.)**
9. **Meeting Adjournment will take place at 9 p.m.**
10. **Next Meeting Date: July 14, 2008 at St. John's Church, 6:45-9:00 p.m.**

Glastonbury Landowner's Association

2008 Budget Variance Report

May 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	17.50			
109. Dwelling 2007	1,399.25			
110. NG Dwelling 2008	26,603.99	17,081.04	9,522.95	155.8%
110. SG Dwelling 2008	9,124.44	17,081.04	-7,956.60	53.4%
132. Land 2006	49.50			
133. Land 2007	1,776.29			
134. NG Land 2008	0.00	26,377.56	-26,377.56	0.0%
134. SG Land 2008	16,979.53	26,377.56	-9,398.03	64.4%
150. GAV	3,895.50	7,791.00	-3,895.50	50.0%
160. Finance Chrgs Late Accnts	37.84			
161. Penalties Late Accounts	111.31			
Total 100. Parcel Assessment Fees	59,995.15	94,708.20	-34,713.05	63.3%
200. Project Review Fees				
201. Application Fee	50.00	475.00	-425.00	10.5%
202. IF - House	250.00	600.00	-350.00	41.7%
203. IF - Structures 200/800sf	100.00	250.00	-150.00	40.0%
205. IF - Well	0.00	250.00	-250.00	0.0%
206. IF - Driveway	75.00	175.00	-100.00	42.9%
207. IF - Septic	75.00	175.00	-100.00	42.9%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	0.00	600.00	-600.00	0.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	650.00	4,000.00	-3,350.00	16.3%
300. Roads				
301. CUT - Road Paving Loan	923.28	2,200.00	-1,276.72	42.0%
Total 300. Roads	923.28	2,200.00	-1,276.72	42.0%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	105.55	300.00	-194.45	35.2%
Total 500. Interest Earned	105.55	300.00	-194.45	35.2%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
706. Donation/ Board Training	100.00			
Total 700. Other Income	615.00	500.00	115.00	123.0%
Total Income	68,549.77	101,708.20	-33,158.43	67.4%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	782.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	3,202.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Removal...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Remo...	5,385.00	5,500.00	-115.00	97.9%

Glastonbury Landowner's Association

2008 Budget Variance Report

May 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	388.00	1,665.00	-1,277.00	23.3%
A06. Equipment Mtce	581.00	500.00	81.00	116.2%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous				
A11A. Fuel	314.92			
A11B. Sand	380.00			
A11C. Sign Posts	890.66			
A11. Miscellaneous - Other	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	1,585.58	500.00	1,085.58	317.1%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	90.00			
A12C. Capricorn Drive	180.00			
A12F. Gemini Road	135.00			
A12H. Orion Way	375.00			
A12J. Sirius Drive	180.00			
A12K. Taurus Road	135.00			
A12. Contractors - NG Road Wrk - ...	0.00	14,000.00	-14,000.00	0.0%
Total A12. Contractors - NG Road Wrk	1,095.00	14,000.00	-12,905.00	7.8%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	680.00			
A13D. Leo Drive	680.00			
A13G-1. Hercules Road Flood	270.00			
A13G. Hercules Road	680.00			
A13J. Sagittarius Skyway	680.00			
A13. Contractors - SG Road Wrk - ...	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	2,990.00	14,000.00	-11,010.00	21.4%
Total A00. Roads & Weeds	27,137.22	69,910.00	-42,772.78	38.8%
A11D. New Truck Loan	1,000.00			
B00. Project Review				
B01. Contractors	0.00	1,000.00	-1,000.00	0.0%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	0.00	1,375.00	-1,375.00	0.0%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	900.00	800.00	100.00	112.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	900.00	900.00	0.00	100.0%
D00. Recreation				
D01. Contractors	150.00			
D03. PVRC				
D03A. PVRC Electricity	125.50	600.00	-474.50	20.9%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	125.50	1,100.00	-974.50	11.4%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	275.50	1,550.00	-1,274.50	17.8%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%

Glastonbury Landowner's Association

2008 Budget Variance Report

May 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	409.00	-409.00	0.0%
G04. Miscellaneous	1,000.00	1,550.00	-550.00	64.5%
Total G00. Liens	1,000.00	2,209.00	-1,209.00	45.3%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,748.50	4,000.00	-2,251.50	43.7%
K02. Contractors - Bookkeeper	1,065.25	3,000.00	-1,934.75	35.5%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	1,040.00	500.00	540.00	208.0%
K06. Office Supplies	446.66	950.00	-503.34	47.0%
K07. Postage and Delivery	458.80	800.00	-341.20	57.4%
K08. Monthly Board Meetings	1,456.00	1,850.00	-394.00	78.7%
K11. Rent				
K11B. Storage/Boxes	120.00	240.00	-120.00	50.0%
K11. Rent - Other	387.50	300.00	87.50	129.2%
Total K11. Rent	507.50	540.00	-32.50	94.0%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	0.00	6,100.00	-6,100.00	0.0%
Total K12. Insurance	1,341.00	7,441.00	-6,100.00	18.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous				
K18A Board Training	200.00			
K18. Miscellaneous - Other	0.00			
Total K18. Miscellaneous	200.00			
Total K00. General Operating Expenses	9,848.71	21,323.00	-11,474.29	46.2%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	120.00	1,551.00	-1,431.00	7.7%
Total Expense	40,539.73	101,758.00	-61,218.27	39.8%
Net Ordinary Income	28,010.04	-49.80	28,059.84	-56,245.1%
Net Income	**28,010.04**	**-49.80**	**28,059.84**	**-56,245.1%**

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 14, 2008

FINAL

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1. **Call to order and opening prayer.**
   The meeting was called to order by Richard at 7:06 p.m., at St. John's Church.
   PRESENT: Richard Bolen aka Richard, (Vice-President),
   Charlene Murphy aka CRM (Treasurer), Janet Naclerio (Secretary) Alyssa Allen (arrived 7:45), Gerald Dubiel, Dan Kehoe (arrived 7:40 pm), Charlotte Mizzi aka CM, Frances Owen, Paul Ranttalo, (arrived 7:40), William Smith and Rich Spallone.
   ABSENT: Laura Boise
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners: Ron Wartman and Val O'Connell

2. **Set Agenda**

3. **Meeting Minutes Approval: June 9, 2008**
   MOTION: Charlene motioned and Frances seconded to approve the June 9, 2008 minutes as written. **Motion carried unanimously.** (2 abstentions from Janet & William who were absent from the June meeting)

4. **Treasurers' Budget Variance, Check & Deposit Reports –CRM**
   4.1 Monthly Reports: Charlene reviewed the 3 reports.
   MOTION: William motioned and Charlotte seconded to approve the "Check Detail, June 2008," "Deposit Detail, June 2008" and the "2008 Budget Variance Report, June 2008." reports. **Motion carried unanimously.**

   4.2 Bill from Mike Adkins, received on June 14, 2008
   William reviewed the $28,000 bill from Mike Adkins for recent road work, which included $11,522.00 for emergency work on damage created by recent flooding due to snow melt in June. Emergency work included: (1) Hercules Road in High South – culverts were installed, which will serve as a long term fix; (2) Orion Way in North –30"culverts replaced 12" ones; a little more work is required to make this permanent, including installing some flanges, and; (3) Soccer Field in North – cut across the ditch to divert water away from the field. He is working on a method to permanently block people from driving on to the field. He stated the flooding may potentially occur annually and that the GLA needs to be prepared. William reported that Atkins responded the day he was called, worked diligently in the snow until 10:30 p.m. with no complaints and did not charge over-time

5. **Officers' Reports. No reports.**

6. **UNFINISHED BUSINESS – Committee Reports**
   6.1 Road/Weed – WS/RS
   ACTION ITEM: ***Road Committee*** - Prepare road and weed report for the summer newsletter to be mailed in mid August.

   6.1.1 Review timeline and vote process for chip sealing project –WS
   William reported that 2 contractors (JTL Knife River and Century) are scheduled to come to North Glastonbury to review the project.

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Approved with ammendments 08 11 08

6.1.2 Present Quonset hut placement proposal & vote - WS/RS
UNANIMOUS AGREEMENT: The Board agreed that with the unexpected flood expense, it is more important to maintain the roads than purchase the Quonset hut. Discussion.
ACTION ITEM: ***William and/or Paul*** - Speak with Quonset hut owner to determine if the purchase can be postponed until next year, so that its expense can be placed in the GLA budget. Report findings at the August meeting.

6.1.3 Report from Frances re: Forest Stewardship Review at Annual Mtg - FO
Frances reported that Lynn Venteicher will be happy to give a short presentation at the Annual Meeting regarding the Forest Stewardship class. Discussion included that Lynn's presentation could possibly be put "on-line" for others to access.

Forest Stewardship Class Manual: Denise presented the Forest Stewardship manual, which the GLA purchased, and informed the Board it was available for borrowing. . . .

6.1.4 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County –WS
Discussion included that the State of Montana is allegedly asking the GLA to send (by the end of this summer) a formal letter which declares our roads are private.
ACTION ITEM: ***Road Committee*** - Meet with Val O'Connell to discuss what steps may need to be taken with the State and/or County regarding our private roads.

6.1.5 Posting of existing signs by JT – WS
William reported that JT is scheduled to post existing signs next week

6.1.6 Glastonbury road map identifying existing signs – WS Tabled.

6.1.7 Glastonbury road map identifying problem pothole areas - RS
Rich reported that this map won't be necessary since Norm has handled filling the potholes; presumably this was done correctly and the potholes won't re-occur.

6.2 Master Plan –DK/CM
6.2.1 Review/discuss & vote on the revised Master Plan Committee description – CM/WS./AA/GD
Charlotte reported that the group has not yet met.
UNANIMOUS AGREEMENT: Table 6.2.1 and place on August agenda.

6.2.2 Review/discuss & vote on Master Plan goals for 2008 - CM
UNANIMOUS AGREEMENT: Table 6.2.2 and place on August agenda.

6.2.3 Report re: Shelter spread sheet check list and letter – DK
ACTION ITEM: ***Dan*** – On July 15, e-mail the shelter letter and check list (with edits) and it will be ready to send to shelter owners.

File: MtgMins 07 14 08
Draft: 7 23 08; 08 08 08; 08 12 08-FINAL
Approved with ammendments 08 11 08

6.2.4 Report on drive-by shelter evaluation – DK
ACTION ITEM: ***Dan*** - Do shelter evaluations in late July.

6.3 Update re: Fencing Proposal for High South – GD/WS
6.3.1 Report re: fence work on common use land - FO
Discussion reviewed that Neil Kremer stated he would repair the fences (patch work repair for GLA common land) after he returns from vacation in August.

6.3.2 Determine dates to complete repairing High South fencing:
ACTION ITEM: ***William*** – Meet with Neil to determine dates to complete High South fencing:

6.3.2.1 Measure and redo boundary lines – WS Tabled.

6.3.2 2 Resurvey the boundary lines for new fences - GD
Discussion included whether or not the GLA wants to verify whether the fences are on G:LA boundary lines.
ACTION ITEM: ***William*** – When Neil tells him when he will be repairing fences, inform Gerald, who may be able to go with Neil and survey.

6.4 Community Committee -LB
6.4.1 Update re: Complaints concerning dogs - LB
Denise reported that Laura contacted the SG owner's grown children (owner was on qvacation), discussed the barking disturbance with them and suggested ways in which it might be alleviated. The children appeared to be receptive and stated they would discuss the suggestions with their father when he returned.

6.5 Project Review – AA/RS
6.5.1 Lot 43-5 (NG)/Kozlik Greenhouse Update
Alyssa reported that the Kozlik greenhouse application received final approval as the pending conditions of approval (agreed upon by the Board on May 12, 2008) had been met.

6.5.2 Lot 51 (SG)/Kathleen Rakela Cul de Sac Update
Alyssa and Rich reviewed that Kathleen must have a 80 foot turnaround. Kathleen offered 4 different plans with pictures. Discussion.
MOTION: Alyssa motioned and William seconded to approve Kathleen Rakela's Cul de Sac as described in Plan #3 with the following conditions: (1) The plan must meet Park County regulations, which require driveways to be no less than 24 feet wide; (2) An 18 inch culvert must be installed based on Park County standards; (3) The land must be reseeded after construction, and; (4) If a cut into the hill is made, it must be a 3 -1 ratio.. Discussion.
Motion carried. (1 abstention – Paul Ranttalo is working on this project and, therefore, abstained from voting.)

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 Research re: Cargo Container Policy – AA/DOK

After research, Alyssa and Denise were unable to find the cargo container policy.
ACTION ITEM: ***Dan*** – Research old policy regarding cargo containers..

7.1.2 Changes to requirements for well placement on Project Review Form.

Alyssa reviewed various requirements for wells and their placement.
ACTION ITEM: ***Alyssa/William*** - Develop well placement requirement checklist for the project review forms and present to the Board at the August 11 meeting for approval.

7.2 Community Committee –LB No report.

7.3 Report re: July Newsletter - JN

Discussion included possible topics for newsletter (i.e. road and weed reports, PVRC, reminder to observe posted signs and to slow down, shelter clean up, etc.)
UNANIMOUS AGREEMENT: The summer newsletter will not be mailed separately in July; it will instead be included with the nomination letter in August.
ACTION ITEM: ***Board*** - Send Janet newsletter articles by August 1.

7.4 Road Weed – WS/RS/

7.4.1 Review/Vote on Chip Sealing Proposal for Landowner Vote – WS/RS Tabled.

7.4.2 Update re: contact w/J. Brandis for posting sign - RS

ACTION ITEM: ***William*** – Talk to Brandis' caretaker; report back at August meeting.

7.4.3 Research re: Locks & Sign on Kathleen Ramp's Fence – Parcel 97 (SG) - RB Tabled.

ACTION ITEM: ***Richard*** – Present research re: locks and signs on K. Ramp's fence, Parcel 97, at August meeting.

7.4.4 Weed Spraying

Rich reported that he had contacted Stu's Chemicals to do weed spraying. Discussion included (1) Frances stated the weeds have increased since the fire and weed spraying needs to be done twice a year; (2) The possibility of mosquito spraying and its pros and cons, and; (2) Cheat grass is a new problem weed within Glastonbury.
ACTION ITEM: ***William*** – Follow up with Stu's Chemicals re: weed spraying.
ACTION ITEM: ***Gerald & Rd Committee*** – Report on cheat grass at August meeting.

7.5 Election Committee – CM and Board

7.5.1 Review Upcoming Election & Annual Meeting Plan - DOK

File: MtgMins 07 14 08
Draft: 7 23 08; 08 08 08; 08 12 08-FINAL
Approved with ammendments 08 11 08

GLA 02494

Denise gave a brief review of the upcoming election mailing.

7.5.2 Determine Volunteers to Assist with August Mailing
ACTION ITEM: Charlotte, Alyssa, Janet, Richard Bolin and Ron Wartman will meet at Charlotte's home at 7 p.m. to fold, stuff and seal the August nomination mailing and GLA newsletter.

8. **Comment Period for Visiting Landowners. (10-15 min.)**
   Val O'Connell commented that the website needs improvement and updating.
   ACTION ITEM: ***Dan, Rudy, Daniel and Val O'Connell*** – Discuss and develop a proposal for improving and updating the GLA database; bring proposal to the August meeting.

9. **Meeting adjourned at 9:20 p.m. The next meeting will take place August 11, 2008 at St. John's Church, 6:45-9 pm.**

File: MtgMins 07 14 08
Draft: 7 23 08; 08 08 08; 08 12 08-FINAL
Approved with ammendments 08 11 08

2008-07-14_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
July 14, 2008
St. John's Church, Emigrant (6:45–9:00 p.m.)

1. Call to order, opening prayer.
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Meeting Minutes Approval: June 9, 2008
4. Treasurer's Budget Variance, Check & Deposit Reports –CRM
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/CRM/JN
6. UNFINISHED BUSINESS – Committee Reports
   - 6.1 Road/Weed – WS/RS
     - 6.1.1 Review timeline and vote process for chip sealing project –WS .
     - 6.1.2 Present Quonset hut placement proposal & vote - WS/RS
     - 6.1.3 Report from Frances re: Forest Stewardship Review at Annual Mtg - FO
     - 6.1.4 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County –WS
     - 6.1.5 Posting of existing signs by JT – WS
     - 6.1.6 Glastonbury road map identifying existing signs - WS .
     - 6.1.7 Glastonbury road map identifying problem pothole areas - RS
   - 6.2 Master Plan –DK/CM
     - 6.2.1 Review/discuss & vote on the revised Master Plan Committee description – CM/WS./AA
     - 6.2.2 Review/discuss & vote on Master Plan goals for 2008 - CM
     - 6.2.3 Report re: Shelter spread sheet check list and letter – DK
     - 6.2.4 Report on drive-by shelter evaluation – DK
   - 6.3 Update re: Fencing Proposal for High South – GD/WS
     - 6.3.1 Report re: fence work on common use land - FO
     - 6.3.2 Determine dates to complete previous task for High South fencing:
       - 6.3.2.1 Measure and redo boundary lines – WS .
       - 6.3.2 2 Resurvey the boundary lines for new fences - GD
   - 6.4 Community Committee -LB
     - 6.4.1 Update re: Complaints concerning dogs - LB
   - 6.5 Project Review – AA/RS
     - 6.5.1 Lot 43-5 (NG)/Kozlik Greenhous Update-
     - 6.5.2 Lot 51 (SG)/Kathleen Rakela Cul de Sac Update
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS
     - 7.1.1 Research re: Cargo Container Policy – AA/DOK
     - 7.1.2 Changes to requirements for well placement on Project Review Form.
   - 7.2 Community Committee –LB
   - 7.3 Report re: July Newsletter - JN
   - 7.3 Road Weed – WS/RS/
     - 7.3.1 Review/Vote on Chip Sealing Proposal for Landowner Vote – WS/RS
     - 7.3.2 Update re: contact w/J. Brandis for posting sign - RS
     - 7.3.3 Research re: Locks & Sign on Kathleen Ramp's Fence – Parcel 97 (SG) - RB
     - 7.3.4 Weed Spraying
   - 7..4 Election Committee – CM and Board
     - 7.4.1 Review Upcoming Election & Annual Mtg Plan - DOK
     - 7.4.2 Determine Volunteers to Assist with August Mailing
8. Comment Period for Visiting Landowners. (10-15 min.)
9. Meeting adjourned at 9:14 p.m.
10. Next meeting will take place August 11, 2008 at St. John's Church, 6:45-9 pm.

July 14, 2008 MTG

07/12/08

Glastonbury Landowner's Association

2008 Budget Variance Report

June [redacted] 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	22.00			
109. Dwelling 2007	2,021.95			
110. NG Dwelling 2008	28,500.97	17,081.04	11,419.93	166.9%
110. SG Dwelling 2008	9,755.19	17,081.04	-7,325.85	57.1%
128. Land 2002	20.00			
129. Land 2003	80.00			
132. Land 2006	117.60			
133. Land 2007	2,688.99			
134. NG Land 2008	0.00	26,377.56	-26,377.56	0.0%
134. SG Land 2008	17,733.95	26,377.56	-8,643.61	67.2%
150. GAV	3,895.50	7,791.00	-3,895.50	50.0%
160. Finance Chrgs Late Accnts	124.13			
161. Penalties Late Accounts	189.51			
Total 100. Parcel Assessment Fees	65,149.79	94,708.20	-29,558.41	68.8%
200. Project Review Fees				
201. Application Fee	125.00	475.00	-350.00	26.3%
202. IF - House	250.00	600.00	-350.00	41.7%
203. IF - Structures 200/800sf	200.00	250.00	-50.00	80.0%
205. IF - Well	0.00	250.00	-250.00	0.0%
206. IF - Driveway	75.00	175.00	-100.00	42.9%
207. IF - Septic	75.00	175.00	-100.00	42.9%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	150.00	600.00	-450.00	25.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	975.00	4,000.00	-3,025.00	24.4%
300. Roads				
301. CUT - Road Paving Loan	923.28	2,200.00	-1,276.72	42.0%
Total 300. Roads	923.28	2,200.00	-1,276.72	42.0%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	119.89	300.00	-180.11	40.0%
Total 500. Interest Earned	119.89	300.00	-180.11	40.0%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
706. Donation/ Board Training	100.00			
Total 700. Other Income	615.00	500.00	115.00	123.0%
Total Income	74,043.75	101,708.20	-27,664.45	72.8%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	782.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	3,202.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Removal - ...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Removal	5,385.00	5,500.00	-115.00	97.9%

Glastonbury Landowner's Association

2008 Budget Variance Report

June ~~January~~ 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	1,500.00	1,665.00	-165.00	90.1%
A06. Equipment Mtce	581.00	500.00	81.00	116.2%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous				
A11A. Fuel	314.92			
A11B. Sand	380.00			
A11C. Sign Posts	890.66			
A11. Miscellaneous - Other	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	1,585.58	500.00	1,085.58	317.1%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	90.00			
A12C. Capricorn Drive	180.00			
A12F. Gemini Road	135.00			
A12H. Orion Way	375.00			
A12J. Sirius Drive	180.00			
A12K. Taurus Road	135.00			
A12. Contractors - NG Road Wrk - O...	0.00	14,000.00	-14,000.00	0.0%
Total A12. Contractors - NG Road Wrk	1,095.00	14,000.00	-12,905.00	7.8%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	680.00			
A13D. Leo Drive	680.00			
A13G-1. Hercules Road Flood	270.00			
A13G. Hercules Road	680.00			
A13J. Sagittarius Skyway	680.00			
A13. Contractors - SG Road Wrk - O...	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	2,990.00	14,000.00	-11,010.00	21.4%
Total A00. Roads & Weeds	28,249.22	69,910.00	-41,660.78	40.4%
A11D. New Truck Loan	2,000.00			
B00. Project Review				
B01. Contractors	0.00	1,000.00	-1,000.00	0.0%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	0.00	1,375.00	-1,375.00	0.0%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	900.00	800.00	100.00	112.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	900.00	900.00	0.00	100.0%
D00. Recreation				
D01. Contractors	150.00			
D03. PVRC				
D03A. PVRC Electricity	150.60	600.00	-449.40	25.1%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	150.60	1,100.00	-949.40	13.7%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	300.60	1,550.00	-1,249.40	19.4%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%

2008-08-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 11, 2008

FINAL

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1. **Call to order and opening prayer.**
   The meeting was called to order by Laura at 7:11 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Charlene Murphy aka CRM (Treasurer), Janet Naclerio (Secretary) Alyssa Allen (arrived 7:45), Gerald Dubiel, Dan Kehoe (arrived 7:40 pm), Charlotte Mizzi aka CM, Frances Owen, Paul Ranttalo, (arrived 7:40), William Smith and Rich Spallone.
   ABSENT:
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners: Ron Wartman, Sherry Stenberg

2. **Set Agenda**

3. **Meeting Minutes Approval: July 14, 2008**
   MOTION: Richard motioned and Charlene seconded to approve the July 14, 2008 meeting minutes with amendments. (1 abstention – Laura, who was absent from meeting)

4. **Treasurers' Budget Variance, Check & Deposit Reports –CRM**
   4.1 Monthly Reports: Charlene reviewed the 3 reports.
   MOTION: Charlotte motioned and Janet seconded to approve the "Check Detail, July 2008," "Deposit Detail, July2008" and the "2008 Budget Variance Report, July 2008." reports.
   Motion carried unanimously.

5. **Officers' Reports.**
   5.1 Executive Committee – LB/RB/CRM/JN/CM
   5.1.1 Determine date for Board committees to submit 2009 budgets to Budget Committee. Charlene gave an overview of the 2008 budget and expenses. Based on the unexpected expense from flooding damage, it was suggested that an emergency reserve be included in the 2009 budget.

   ACTION ITEM: ***Board Chairs*** – Submit 2009 budget to Charlene before 8/18/08.

   5.1.2 Determine date for Budget Committee to meet to draft 2009 budget
   ACTION ITEM: ***Budget Committee*** – Meet 8/25, 7 p.m. to draft 2009 budget.

   5.1.3 Determine date for Budget Committee to submit 2009 budget proposal to Board
   ACTION ITEM: ***Budget Committee*** - Send 2009 draft budget proposal via e-mail to Board by 9/1/08.

   5.1.4 Determine date for Board to vote on 2009 budget proposal
   ACTION ITEM: ***Board Chairs*** – Send to Charlene any modifications to 2009 budget proposal prior to September 9 meeting.

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Approved: 09 08 08 - FINAL

ACTION ITEM: ***Denise*** – Send e-mail reminders to Board regarding budget timeline

5.1.4 Review of Invoice from Mike Adkins Construction received 6/14/08
Charlene reviewed the invoice.

6. UNFINISHED BUSINESS – Committee Reports

6.1 Road/Weed – WS/RS

6.1.1 Report on chip sealing project bids and timeline for voting, etc. - WS
William reported that he is still working to secure a bid. JTL Knife River inspected the areas which needs chip sealing, but hasn't gotten back to him. Century is no longer available to do the job as it has been sold out.
ACTION ITEM: ***William*** – Contact the chip sealers who are currently working in the area and ask if they would contact the GLA prior to returning to this area.. Also, request if they would be interested in doing driveways.

6.1.2 Quonset hut postponement research - WS/PR
Paul reported that the Quonset hut owner would allow the GLA to move the hut and purchase it for $1,500 ($1/10^{th}$ of the normal cost) at a later date. The Board discussed fundraising to cover the expense of purchasing and installing the hut.

6.1.3 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County –WS
ACTION ITEM: ***William*** - Call Val O'Connell regarding research on the above.

6.1.4 Glastonbury road map identifying existing signs – WS
ACTION ITEM: ***Charlene*** - Put together a GLA road map with existing signs and send to Alyssa for electronic input.

Snow Fence Installation or Replacement
Charlene reported that snow fences either needed to be replaced or installed on Gemini, Sirius Hill and near Hercules. The expense of the fences would be approximately $500 (i.e. 9 rolls @ $55 per 50 ft roll). The Board agreed that the fences were needed.
ACTION ITEM: ***Rich*** – Direct JT to put up fences.

6.2 Master Plan –DK/CM

6.2.1 Review/discuss & vote on the revised Master Plan Committee description – CM/WS./AA/GD. Tabled. Charlotte reported no meeting had been held.

6.2.2 Review/discuss & vote on Master Plan goals for 2008 – CM. Tabled.
Discussion.
MOTION: Dan motioned and Charlene seconded to place the Master Plan Committee as a subcommittee of the Project Review Committee. **Motion carried unanimously.**

6.2.3 Report re: shelter letter mailing – DOK/LB
Laura reported that the letter would be mailed in the near future.

6.2.4 Report on drive-by shelter evaluation – DK
Dan has not yet done this evaluation.
ACTION ITEM: ***Denise/Laura*** - Send shelter letter mailing list to DK/CM & GD.
ACTION ITEM: ***Dan*** - If an additional shelter(s) is discovered that is not on the above shelter mailing list: inform Denise so that she can send the shelter letter to it.

6.3 Update re: Fencing Proposal for High South – GD/WS
6.3.1 Update on Neil Kremer's fencing repairs on GLA common use land.
It was reported that Neil started the repair work today, is working with Sam Hazen and could use more help. He plans to do the repair over a period of time in September. Ronald Wartman volunteered to assist.
ACTION ITEM: Send thank you card to Neil for his help.

6.3.1.1 Update on measuring/redoing boundary lines – WS. ***Removed from agenda.***
6.3.1.2 Update -Resurveying the boundary lines for new fences-GD ***Removed from agenda.***
William reported that is not necessary to measure/redo or resurvey the boundary lines as the Forest Service markers still exist to identify boundary lines.

7. NEW BUSINESS
7. 1 Project Review – AA/RS
7.1.1 Research re: Cargo Container Policy –DK
ACTION ITEM: ***Dan*** – Present cargo container policy research at September meeting.

7.1.2 22-D SG Justin Woodruff: Guesthouse -AA
Alyssa reported that she and Gerald visited the site. The application involves a variance request that could be granted by the Board without neighbor input. Discussion included: (a) A topography map was needed to accurately evaluate the application. 11X17 topography maps can be obtained from the County, and; (b) When reviewing applications, the Project Review Committee needs verification that the property in question has been properly surveyed.

ACTION ITEM: ***Alyssa*** – Tell Justin Woodruff that he must submit a topography map for his application. He must also stake out his property, placing 10 cate (?) pins in the corners and identify boundaries with T poles or red flags.

SUGGESTIONS FOR PROJECT APPLICATION INSTRUCTIONS: Request topography maps be submitted with all applications. Prior to building a home, suggest that owners have a surveyor check to verify the boundaries are correct.

7.1.3 Present/vote well placement checklist for Project Review Form - AA
ACTION ITEM: ***Alyssa*** – Present well placement checklist at September meeting.

File: MtgMins 08 11 08
Draft: 08 `14 08; 08 30 08; 09 05 08
Approved: 09 08 08 - FINAL

7.2 Road Weed – WS/RS/CRM

7.2.1 Update re: contact w/J. Brandis for posting sign - RS

William reported that he spoke to Dave Wolbash (caretaker for Brandis) and is waiting for a response from Brandis.

7.2.2 Research re: Locks & Sign on Kathleen Ramp's Fence – Parcel 97 (SG) - RB

ACTION ITEM: ***Richard*** - Call Alyssa to learn history on locks & sign on K. Ramp's fence, Parcel 97 (SG)

7.2.3 Update re: Stu's Chemicals Weed Spraying -WS

Discussion included the Board's agreement to spot spray.

ACTION ITEM: ***Rich*** – Contact Stu's Chemicals, give them a map and direct them to spot spray in areas where it is necessary within $1,385 budget.

ACTION ITEM: ***William*** – Ask Ed Schilling to request an application for the GLA to receive the weed spraying grant.

7.2.4 Road Policy Draft (8/06/08) – WS/RS/CRM

The Board reviewed the Road Policy Draft (08/06/08) and agreed it needed to be completed and then voted upon.

ACTION ITEM: ***Board*** – Send input re: Road Policy Draft (08 06 08) to Charlene.

ACTION ITEM: ***Road Committee*** – Meet to finalize the Road Policy Draft (08 06 08) and e-mail to the Board for review and then to vote on at the September meeting.

7.2.5 Cheat Grass report - GD

Gerald reported that Ed Schilling gave him a pamphlet on cheat grass. Cheat grass looks like brown fox-tail weeds; it is aggressive and will kill good grass; it requires a different type of spray; it must be mowed, then reseeded with good grass, then sprayed the following year.

ACTION ITEM: ***Denise*** – Send cheat grass information in past newsletter to Dan to place on website.

ACTION ITEM: ***Dan*** – Post on website, the cheat grass information taken from Ed Schilling's pamphlet and GLA's summer newsletter. Remove any weed information that is out of date.

7.2.6 Reorder Missing Street Signs

ACTION ITEM: ***Charlene*** – Order missing street signs.

7.3 Election Committee – CM and Board

7.3.1 Plan mailing/stuffing sate in late September and volunteers - CM/DOK

Denise reviewed that the August mailing explained that all nomination information must be submitted by September 17th.

ACTION ITEM: ***Charlotte and volunteers*** – Mon. 9/29: Stuff final election mailing.

File: MtgMins 08 11 08
Draft: 08 '14 08; 08 30 08; 09 05 08
Approved: 09 08 08 - FINAL

7.3.2 Determine Contact person for Lynn Venteicher re: F.S. Workshop review at Annual Meeting
ACTION ITEM: ***Janet*** – Act as contact person for Lynn re: FS Workshop review at Annual Meeting.

7.3.3 Discuss Board candidacy
ACTION ITEM: ***Board members eligible to run for election in November*** - Inform Laura and Denise by e-mail of your choice to run or not to run.

7. 4 Community Committee –LB
7.4.1 Address current complaints – LB
Laura reported that due to the legal and slanderous threats contained in recent complaints, she will no longer handle complaints, but turn over the complaint process to the Board. Discussion included that this topic must be reviewed in a private meeting due to the legal nature of the complaints.

8. Comment Period for Visiting Landowners. (10-15 min.)
Ron Wartman commented that it appeared an ambulance was recently confused as it could not find a GLA street due to a missing sign. Discussion included that the signs that have been stolen and missing have been ordered and additional ones will be ordered.

ACTION ITEM: ***Denise*** – Ask Philip Hoag if it would be appropriate to list of local EMT EMT volunteers & phone numbers, etc., on website and/or in newsletter.

9. Meeting adjourned at 9:45 p.m. The next meeting will take place September 8, 2008 at St. John's Church, 6:45-9 pm.

File: MtgMins 08 11 08
Draft: 08 14 08; 08 30 08; 09 05 08
Approved: 09 08 08 - FINAL

2008-08-11_BDGNAUX.pdf

Updated

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 11, 2008
St. John's Church, Emigrant (6:45–9:00 p.m.)

1. Call to order, opening prayer.
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Meeting Minutes Approval: July 14, 2008
4. Treasurer's Budget Variance, Check & Deposit Reports –CRM
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/CRM/JN
     - 5.1.1 Determine date for Board committees to submit 2009 budgets to Budget Committee
     - 5.1.2 Determine date for Budget Committee to meet to draft 2009 Budget
     - 5.1.3 Determine date for Budget Committee to submit 2009 budget proposal to Board
     - 5.1.4 Determine date for Board to vote on 2009 budget proposal
6. UNFINISHED BUSINESS – Committee Reports
   - 6.1 Road/Weed – WS/RS
     - 6.1.1 Report on chip sealing project bids and timeline for voting, etc. - WS
     - 6.1.2 Quonset hut postponement research - WS/PR
     - 6.1.3 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County –WS
     - 6.1.4 Glastonbury road map identifying existing signs – WS
   - 6.2 Master Plan –DK/CM
     - 6.2.1 Review/discuss & vote on the revised Master Plan Committee description – CM/WS./AA/GD
     - 6.2.2 Review/discuss & vote on Master Plan goals for 2008 - CM
     - 6.2.3 Report re: shelter letter mailing – DOK/LB
     - 6.2.4 Report on drive-by shelter evaluation – DK
   - 6.3 Update re: Fencing Proposal for High South – GD/WS
     - 6.3.1 Update on Neil Kremer's fencing repairs on GLA common use land
       - 6.3.1.1 Update on measuring/redoing boundary lines – WS
       - 6.3.1.2 Update on Resurveying the boundary lines for new fences - GD
7. NEW BUSINESS
   - 7. 1 Project Review – AA/RS
     - 7.1.1 Research re: Cargo Container Policy –DK
     - 7.1.2 22-D SG Justin Woodruff: Guesthouse -AA
     - 7.1.3 Present/vote on well placement checklist for Project Review Form - AA
   - 7.2 Road Weed – WS/RS/CRM
     - 7.2.1 Update re: contact w/J. Brandis for posting sign - RS
     - 7.2.2 Research re: Locks & Sign on Kathleen Ramp's Fence – Parcel 97 (SG) - RB
     - 7.2.3 Update re: Stu's Chemicals Weed Spraying -WS
     - 7.2.4 Road Policy Draft (8/06/08) – WS/RS/CRM
     - 7.2.5 Cheat Grass report - GD
     - 7.2.6 Reorder Missing Street Signs
   - 7.3 Election Committee – CM and Board
     - 7.3.1 Plan mailing/stuffing sate in late September and volunteers - CM/DOK
     - 7.3.2 Determine Contact person for Lynn V. Re: F.S. Workshop review at Annual Meeting
     - 7.3.3 Discuss Board candidacy
   - 7. 4 Community Committee –LB
     - 7.4.1 Address current complaints - LB
8. Comment Period for Visiting Landowners. (10-15 min.)
9. Meeting Adjournment
10. Next meeting will take place September 8, 2008 at St. John's Church, 6:45-9 pm.

2008-09-08_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 8, 2008 Final

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7:08 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Charlene Murphy aka CRM (Treasurer), Alyssa Angelis, Gerald Dubiel, Frances Owen, Dan Kehoe, Jr., Charlotte Mizzi aka CM, Paul Ranttalo, and Rich Spallone aka Rich.
   ABSENT: William Smith
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary and
   Landowners: Debbie DeGraaf,, Val O'Connel, Sherry Stenberg and Ron Wartman.

2. **Set Agenda**

3. **Meeting Minutes – August 14, 2008**
   MOTION: Charlene motioned and Dan seconded to approve the August 14, 2008 with amendments. **Motion carried unanimously.**

4. **Treasurers' Report – Charlene Murphy**
   4.1 Monthly Reports: Charlene reviewed the monthly reports:
   UNANIMOUS AGREEMENT: The Board approved the following monthly reports. Check Detail (August 2008), Deposit Detail (August 2008) and 2008 Budget Variance Report (August 2008).

5. **Officers' Reports**

   5.1 Executive Committee – LB/RB/CRM/JN

   5.1.1 Vote on 2009 budget proposal
   The Board discussed the proposal and made amendments.
   MOTION: Charlotte motioned and Richard seconded to approve the Budget Draft for 2009 with amendments. **Motion carried unanimously.**

   5.1.2 Fall weed spraying and grading expenses – CRM
   Discussion.
   ACTION ITEM: ***Rich*** – Contact Norm and Mike Adkins to determine cost of grading North and South Glastonbury.

   5.1.3 Liens scheduled to be filed on September 9 (or later) - CRM
   Charlene reviewed that Laura and she will contact 9 landowners who have back due assessments (prior to 2008) to extend one more opportunity to pay these assessments or set up a payment plan. The owners have already received 2 warnings to avoid the lien process; if they do not respond, the GLA will file these liens by the end of the week.

6. **UNFINISHED BUSINESS – Committee Reports**
   6.1 Road/Weed – WS/RS
   6.1.1 Road Policy Draft (8/06/08) – WS/RS/CRM Tabled.
   6.1.2 Report on chip sealing project bids and timeline for voting, etc. - WS

File: MtgMins 09 08 08
Draft: 09 15 08; 10 06 08; 10 07 08; 10 14 08-FINAL
Approved: 10 13 08

Rich reported that the 2 companies that had been contacted are no longer being considered.(Knife River gave a $300,000 bid). Currently he is in contact with a third company from whom he expects to receive a bid in the near future.

6.1.3 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County –WS
Discussion included review of a google/yahoo map showing some GLA roads.
ACTION ITEM: ***Dan*** - Research what it will take to change our maps posted on Map Quest or other websites where Glastonbury is shown on a map.
ACTION ITEM: ***Laura*** – Contact the State Road Superintendent (as per his instruction) and tell him that maps need to be changed.

6.1.4 Glastonbury road map identifying existing signs – CRM/AA
ACTION ITEM: ***Charlene*** - Add existing signs to Glastonbury Map.

6.2 Update re: status of fencing repairs in High South – CRM
Charlene reported that Neil told her that 1/3 to 1/2 of the repair work has been completed. He informed her that in order to complete the repairs, approximately $200 more would be needed to pay for Sam Hazen's additional labor.
MOTION: Alyssa motioned and Janet seconded to allocate $200 toward labor to complete the High South Fence repairs, *if needed.* **Motion carried unanimously.**

6.3 Project Review –AA/RS
6.3.1 Update on Lot 22-D SG, Justin Woodruff, Guesthouse - AA
Alyssa reported Justin had retracted his application for a guesthouse until further notice.

6.3.2 Master Plan Subcommittee –DK/CM
6.3.2.1 Report re: shelter letter mailing – DOK/LB
Denise distributed copies of the letter and enclosed shelter checklist mailed to the shelter owners plus the list of owners to whom it was sent. Discussion.
ACTION ITEM: ***Board*** - Send names of additional shelters to Denise
ACTION ITEM: ***Denise*** - Send letters to additional shelter owners.

6.3.2.2 Report on drive-by shelter evaluation – DK
ACTION ITEM: ***Dan*** – Begin process of evaluating shelter exteriors.

7. NEW BUSINESS
7. 1 Project Review – AA/RS
7.1.1 Lot 22-D SG, Justin Woodruff, Garage and Well
Alyssa reviewed Justin's application to install a second garage and a well. Discussion.
MOTION: Alyssa motioned and Rich seconded to approve Justin Woodruff's garage and well application for Lot 22-D (SG) on the condition that he acquire an electrical permit and reseed disturbed land. **Motion carried.** (1 abstention – Charlotte)

File: MtgMins 09 08 08
Draft: 09 15 08; 10 06 08; 10 07 08; 10 14 08-FINAL
Approved: 10 13 08

7.1.2 Lot 43-C SG, Kim Jensen, Storage Shed
Alyssa reviewed the application.
MOTION: Alyssa motioned and Rich seconded to approve Kim Jensen's storage shed application on Lot 43-C (SG) with the conditions that Kim submit $318 f or his 2008 assessment fees and that he reseed any disturbed land after construction. **Motion carried unanimously.**

7.1.3 Lot 54-B SG, Ken Case, Garage
Alyssa reviewed that Ken was asking for a variance on the placement of his garage as it did not meet the setback standards due to the terrain. Ken submitted a letter from his neighbor, William Blanton, which stated that he had no objection to the garage placement. It was mentioned that Ken's small lot was part of a subdivision that had been approved prior to the adoption of the Master Plan.
MOTION: Alyssa motioned and Rich seconded to approve Ken Case's application for a garage on Lot 54-B (SG) with a setback variance, taking into consideration the limitations of the terrain, the size of the lot and the fact that Ken's neighbor, William Blanton, has no objection to this placement. The GLA's approval is given with the following conditions: (1) Any disturbed land is reseeded after construction; (2) An electrical permit be acquired, and; (3) The garage may not be converted into a guest house. **Motion carried unanimously.**

7.1.4 Lot 92 SG, James and Marie Kelley, Shop/Guesthouse
Alyssa reviewed that the Kelleys stated they plan to use the guesthouse only for occasional guest use as per the Master Plan. Discussion included that the GLA cannot address this application at this time due to legal matters taking place between the Kelley's and the GLA.
ACTION ITEM: ***Richard*** - Formulate a response to Kelley that explains why the GLA must place this application on hold.

7.1.5 Research re: Cargo Container Policy –DK
Dan reported that he did not find this policy; he suggested that it may be found in the Board meeting minutes of year 2000
ACTION ITEM: ***Denise*** – Research year 2000 minutes for cargo container policy.

7.1.6 Present vote on well placement checklist for Project Review Form –AA Tabled.

7.2 Road Weed – WS/RS/CRM
7.2.1 Update re: contact w/J. Brandis for posting sign - RS
Rich reported that William received permission from Brandis to post signs.
ACTION ITEM: ***Charlene*** - Order signs for Brandis' property for Rich to post

7.2.2 Research re: Locks & Sign on Kathleen Ramp's Fence – Parcel 97 (SG) – RB. Richard reported that he is waiting for Kathleen's response to his message.
7.2.3 Thanks to Ron Wartman for installing street signs & PVRC soccer shack window. *(Ron had already left the meeting)*
ACTION ITEM: ***Charlene*** – Send thank you note to Ron Wartman.

File: MtgMins 09 08 08
Draft: 09 15 08; 10 06 08; 10 07 08; 10 14 08-FINAL
Approved: 10 13 08

7.3 Election Committee – CM/Board/DOK

7.3.1 Discuss Board candidacy. Discussion included that Board members would continue asking landowners (until the Sept. 17 nomination deadline) if they would be willing to run for the Board. Five Board members, whose terms are about to end, also confirmed that will be willing to run for the Board again in November.

7.3.2 Election mailing scheduled for Sept. 27

Discussion included: (1) Sept 25 or 26 may be a better date for the mailing; (2) Ron Wartman and Clare Parker have volunteered to help Charlotte with stuffing. Janet volunteered to be a backup, if needed.

7.3.3 Review timelines for election meeting preparation

ACTION ITEM: ***Executive Board/Chairs*** – E-mail your annual meeting report outlines to Denise by October 8.

ACTION ITEM: ***Denise*** – E-mail outlines of annual meeting reports to the Board to review before October 13 meeting. Bring hard copies to the meeting for Board review, input and approval.

7.4 Website – DK

7.4.1 Posting Board contact policy on website - DK

Per Dan, the new Board contact policy has been posted on the GLA website.

7.4.2 Proposed revisions to Board contact policy - LB

Discussion included that phone numbers of Road Committee should be available to Landowners to call if road emergency situations should occur. Phone numbers for Paul and William in NG and Rich Spallone in SG can be published as an exception to the new contact policy, which states that Landowners may only contact the Board concerning GLA business through the GLA website or regular mail.

ACTION ITEM: ***Dan*** – Develop a new template for the GLA website.

7.5 Recreation Committee – LB

7.5.1 PVRC – LB/JN

Laura and Val O'Connel will attend a fundraising seminar in Helena (at their own expense) to learn ways to fundraise for the non-profit PVRC.

8. **Comment Period for Visiting Landowners. (10-15 min.)** No comments.

9. **The meeting adjourned at 10:05 pm. The next meeting will take place October 13, 2008 at St. John's Church, 6:45-9 pm.**

File: MtgMins 09 08 08
Draft: 09 15 08; 10 06 08; 10 07 08; 10 14 08-FINAL
Approved: 10 13 08

2008-09-08_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 8, 2008
St. John's Church, Emigrant (6:45–9:00 p.m.)

1. **Call to order, opening prayer.**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Meeting Minutes Approval: August 11, 2008**
4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/CRM/JN**
     - **5.1.1 Vote on 2009 budget proposal**
     - **5.1.2 Fall weed spraying and grading expenses – CRM**
     - **5.1.3 Liens scheduled to be filed on September 9 - CRM**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Road/Weed – WS/RS**
     - **6.1.1 Road Policy Draft (8/06/08) – WS/RS/CRM**
     - **6.1.2 Report on chip sealing project bids and timeline for voting, etc. - WS**
     - **6.1.3 Report on GLA mapped road accesses to U.S. Forest land & whether further action needs to be taken with the State and/or County –WS**
     - **6.1.4 Glastonbury road map identifying existing signs – CRM/AA**
   - **6.2 Update re: status of fencing repairs in High South – CRM**
   - **6.3 Project Review –AA/RS**
     - **6.3.1 Update on Lot 22-D SG, Justin Woodruff, Guesthouse - AA**
     - **6.3.2 Master Plan Subcommittee –DK/CM**
       - **6.3.2.1 Report re: shelter letter mailing – DOK/LB**
       - **6.3.2.2 Report on drive-by shelter evaluation – DK**
7. **NEW BUSINESS**
   - **7. 1 Project Review – AA/RS**
     - **7.1.1 Lot 22-D SG, Justin Woodruff, Garage**
     - **7.1.2 Lot 43-C SG, Kim Jensen, Storage Shed**
     - **7.1.3 Lot 54-B SG, Ken Case, Garage**
     - **7.1.4 Lot 92 SG, James and Marie Kelley, Shop/Guesthouse**
     - **7.1.5 Research re: Cargo Container Policy –DK**
     - **7.1.6 Present vote on well placement checklist for Project Review Form - AA**
   - **7.2 Road Weed – WS/RS/CRM**
     - **7.2.1 Update re: contact w/J. Brandis for posting sign - RS**
     - **7.2.2 Research re: Locks & Sign on Kathleen Ramp's Fence – Parcel 97 (SG) - RB**
     - **7.2.3 Thanks to Ron Wartman for installing street signs & PVRC soccer shack window**
   - **7.3 Election Committee – CM/Board/DOK**
     - **7.3.1 Discuss Board candidacy**
     - **7.3.2 Election mailing scheduled for Sept. 27**
     - **7.3.3 Review timelines for election meeting preparation**
   - **7.4 Website – DK**
     - **7.4.1 Posting Board contact policy on website - DK**
     - **7.4.2 Proposed revisions to Board contact policy - LB**
8. **Comment Period for Visiting Landowners. (10-15 min.)**
9. **Meeting Adjournment**
10. **Next meeting will take place October 13, 2008 at St. John's Church, 6:45-9 pm.**

MtgAgenda: 09 08 08
Draft: 09 03 08; 09 05 08

GLA 2009 Projected Cash Flow (Budget) draft 9-5-08

Income/Expense Categories	2008 Projected Budget	Notes
Projected Income		
100. Assessment Fees for Land and Dwellings		
		$ 66,990 - 385 Parcels x $174.00
		(-) 4,350- Uncollectible Lien Accounts (-
		) 1,044 - Subdivision Waivers
		(-) 3,060 - Uncollectible 2009 Fees (5%)
133.Land 2009	$58,536	$ 58,536 - Total Land Assessment Fees
		$42,282 - 243 Dwellings x $174.00 (-) 2,784
		Uncollected Lien Accounts (-) 1,405 Subdivision
108. Dwelling 2009	$37,567.00	Waivers = $37,567
150. GAV	$8,526	$ 8,526 - Golden Age Village (49 x $174.00)
100. Total Assessment Fee Income	**$104,629**	
200. Project Review Fees for Landowner Building Projects		
201. Application Fee	$250	Non-refundable Application Fee
202. IF - House	$300	
203. IF - Structures 200/800sf	$125	
205. IF - Well	$125	
206. IF - Driveway	$85	
207. IF - Septic	$85	
208. IF - Package	$500	House, Well, Driveway and Septic
210. IF - Subdivision	$300	
214. IF - Major Variance	$125	
215. IF - Mobile Home Package	$100	Mobile Home, Well, Driveway and Septic
216. Road Use Fee	$ -	Businesses with Employees
200. Total Project Review Fee Income	**$ 1,995.00**	
300. Roads		
		1.0% of Loan Interest paid by Church Universal
301. CUT - Road Paving Loan	$ 2,200.00	Triumphant
300. Total Road Income	**$ 2,200.00**	
500. Interest Earned		
501. Savings Interest	$300	Interest Earned from Savings Account
500. Total Interest Earned Income	**$ 300.00**	
Total 2008 Projected Income	**$ 109,124.00**	

Projected Expenses		
A00. Roads & Weeds		
A02. Contractors - Snow Removal	$6,500	Snow Plowing
A03. Contractors - Weed Control	$ 3,200.00	Weed Spraying
A04. Travel	$0.00	Inspect Roads & Weeds
A05. Equipment Reg & Ins	$2,500.00	
A06. Equipment Mtce	$ 500.00	
A08. Road Improvement Loan	$ 30,225.00	1st National Bank of Rockies
A11. Miscellaneous		

A11A Fuel		$800	Fuel
A11B Sand		$500	Sand
A11D New Truck Asset Expense		$7,000	New Truck Payments
A11E Quonset Hut Asset Expense		$5,000	Quonset Hut/sand & truck storage
A12. NG Road Work		$10,000.00	North Glastonbury Grading and Gravel
A12W Mowing North Glastonbury		$310.00	Mowing North Glastonbury
A13. SG Road Work		$10,000.00	South Glastonbury Grading and Gravel
A13W. Mowing South Glastonbury		$310.00	Mowing South Glastonbury
A14. Roads/Common Land Liability Insurance		$5,528.00	Roads/Common Lands Liability Insurance
A15. Contingency Fund		$2,000.00	Emergency Expenditures
A00. Total Road Expenses		**$84,373.00**	
B00. Project Review			
B01. Contractors		$500.00	
B04. Administration		$175.00	Correspondence, Postage
B05. Legal Fees			
BOO. Total Project Review		**$675.00**	
C00. Community/ Complaints			
C01. Contractors		$0.00	
C04. Legal Fees	$	2,000.00	
C05. Miscellaneous		$150.00	Copies, Correspondence, Postage
C00. Total Community/ Complaint Expenses	**$**	**2,150.00**	
D00. Recreation			
D03. Paradise Valley Recreation Center			
D03A Electricity		$600.00	
DO3B Liability Insurance		$250.00	
D03C Mowing Weeds		$70.00	
D03D. Lawn Mower Maint/fertilizer/airiator		$450.00	
D00. Total Recreation Expenses		**$1,370.00**	
F00. Website			
F01. Contractors - Dev & Mtce	$	400.00	
F02. URL/Domain Fee	$	100.00	
F00. Total Website Expenses	**$**	**500.00**	
G00. Liens			
G01. Lien Filing	$	250.00	Fees for Filing a Lien
G03. Administration		$400.00	Correspondence, Postage
G04. Credit Report Research & Collection		$500.00	
G00. Total Lien Expenses	**$**	**1,150.00**	
J00. Other Projects			
J03. Policy and Procedures	$	2,440.00	Produce Policy & Procedures Manuals
J00. Total Other Projects	**$**	**2,440.00**	
K00. General Operating Expenses			
K01. Contractors - Admin Sec	$	4,000.00	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings
K02. Contractors - Bookkeeper	$	3,000.00	Financial accounting, landowner data

K03. Contractors - Accountant		$120.00	Federal & State Tax Filing
K04. Contractors - Database			Research & Update Landowner Information
K05. Contractors - Attorney		$2,000.00	Legal Advice, Disputes
K06. Office Supplies		$500.00	Letter Head, Envelopes, Labels
K07. Postage and Delivery		$895.00	Stamps, Newsletters
K08. Monthly Board Meetings		$2,132.00	Meeting Minutes, Handouts, Refreshments
K11. Rent	$	540.00	Meeting Room, PO Box Rental, File Storage
K12. Insurance		$1,341	GLA Board Liability Insurance
K13. Taxes	$	317.00	Property Taxes Common Land-four parcels
K14. Licenses and Permits	$	70.00	Corporate Non-Profit Licensing
K00. Total General Operating Expenses	**$**	**14,915.00**	
M00. Annual Meeting/Elections			
M03. Administration	$	890.00	Nomination & Election Packets, Meeting set-up & Coordination, Meeting Handouts
M04. Postage and Delivery	$	386.00	Nomination & Election Packets
M05. Refreshments	$	200.00	Annual Meeting
M06. Rent	$	75.00	Emigrant Hall Rental
M00. Total Annual Meeting/Elections Expenses	**$**	**1,551.00**	
Total 2009 Projected Expenses		**$109,124.00**	
Total 2009 Projected Income	**$**	**109,124.00**	
2009 Balanced Projected Budget	**$**	**-**	

Glastonbury Landowner's Association

2008 Budget Variance Report

August 2008

	Jan - Dec...	Budget	$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	198.50			
109. Dwelling 2007	3,130.79			
110. NG Dwelling 2008	34,191.93	17,081.04	17,110.89	200.2%
110. SG Dwelling 2008	12,755.86	17,081.04	-4,325.18	74.7%
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
131. Land 2005	132.00			
132. Land 2006	374.10			
133. Land 2007	3,876.16			
134. NG Land 2008	0.00	26,377.56	-26,377.56	0.0%
134. SG Land 2008	18,917.14	26,377.56	-7,460.42	71.7%
150. GAV	5,843.25	7,791.00	-1,947.75	75.0%
160. Finance Chrgs Late Accnts	175.74			
161. Penalties Late Accounts	274.23			
Total 100. Parcel Assessment Fees	80,129.70	94,708.20	-14,578.50	84.6%
200. Project Review Fees				
201. Application Fee	125.00	475.00	-350.00	26.3%
202. IF - House	250.00	600.00	-350.00	41.7%
203. IF - Structures 200/800sf	200.00	250.00	-50.00	80.0%
205. IF - Well	0.00	250.00	-250.00	0.0%
206. IF - Driveway	75.00	175.00	-100.00	42.9%
207. IF - Septic	75.00	175.00	-100.00	42.9%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	150.00	600.00	-450.00	25.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	975.00	4,000.00	-3,025.00	24.4%
300. Roads				
301. CUT - Road Paving Loan	1,375.91	2,200.00	-824.09	62.5%
Total 300. Roads	1,375.91	2,200.00	-824.09	62.5%
400. Liens				
401. Landowner Filing Fee	100.00			
Total 400. Liens	100.00			
500. Interest Earned				
501. Savings Interest	164.33	300.00	-135.67	54.8%
Total 500. Interest Earned	164.33	300.00	-135.67	54.8%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
706. Donation/ Board Training	100.00			
Total 700. Other Income	615.00	500.00	115.00	123.0%
Total Income	89,570.73	101,708.20	-12,137.47	88.1%

Glastonbury Landowner's Association

2008 Budget Variance Report

August 2008

	Jan - Dec...	Budget	$ Over B...	% of Bud...
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	782.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	3,202.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Remov...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Rem...	5,385.00	5,500.00	-115.00	97.9%
A03. Contractors - Weed Contrl	1,815.00	3,200.00	-1,385.00	56.7%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	1,500.00	1,665.00	-165.00	90.1%
A06. Equipment Mtce	581.00	500.00	81.00	116.2%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous				
A11A. Fuel	314.92			
A11B. Sand	380.00			
A11C. Sign Posts	1,112.97			
A11D. New Truck Loan	4,000.00			
A11. Miscellaneous - Other	545.50	500.00	45.50	109.1%
Total A11. Miscellaneous	6,353.39	500.00	5,853.39	1,270.7%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	322.00			
A12B. Aries Drive	570.00			
A12C. Capricorn Drive	3,760.00			
A12F. Gemini Road	675.00			
A12H-1. Orion Way Flood	1,909.10			
A12H. Orion Way	324.00			
A12I. Pisces Way	322.00			
A12J. Sirius Drive	660.00			
A12K. Taurus Road	615.00			
A12L. Venus Way	280.00			
A12M. Mercury Lane	280.00			
A12N. Helios Way	322.00			
A12. Contractors - NG Road Wrk...	533.00	14,000.00	-13,467.00	3.8%
Total A12. Contractors - NG Road ...	10,572.10	14,000.00	-3,427.90	75.5%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,953.00			
A13D. Leo Drive	1,227.00			
A13G-1. Hercules Road Flood	10,660.50			
A13G. Hercules Road	4,592.00			
A13H. Polarius Way	1,451.00			
A13I. Sagittarius Place	1,065.00			
A13J. Sagittarius Skyway	1,745.00			
A13L. Virgo Way	547.00			
A13. Contractors - SG Road Wrk...	150.00	14,000.00	-13,850.00	1.1%
Total A13. Contractors - SG Road ...	23,390.50	14,000.00	9,390.50	167.1%
Total A00. Roads & Weeds	72,265.95	69,910.00	2,355.95	103.4%
B00. Project Review				
B01. Contractors	195.00	1,000.00	-805.00	19.5%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	195.00	1,375.00	-1,180.00	14.2%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	1,900.00	800.00	1,100.00	237.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	1,900.00	900.00	1,000.00	211.1%

Glastonbury Landowner's Association

2008 Budget Variance Report

August 2008

	Jan - Dec...	Budget	$ Over B...	% of Bud...
D00. Recreation				
D01. Contractors				
D01A. Flood Diversion 2008	150.00			
Total D01. Contractors	150.00			
D03. PVRC				
D03A. PVRC Electricity	340.49	600.00	-259.51	56.7%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	340.49	1,100.00	-759.51	31.0%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	490.49	1,550.00	-1,059.51	31.6%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	146.35	409.00	-262.65	35.8%
G04. Miscellaneous	0.00	1,550.00	-1,550.00	0.0%
Total G00. Liens	146.35	2,209.00	-2,062.65	6.6%
J00. Other Projects				
J03. Procedures Proposal	97.50	2,440.00	-2,342.50	4.0%
Total J00. Other Projects	97.50	2,440.00	-2,342.50	4.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,145.00	4,000.00	-1,855.00	53.6%
K02. Contractors - Bookkeeper	1,668.05	3,000.00	-1,331.95	55.6%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	1,705.00	500.00	1,205.00	341.0%
K06. Office Supplies	461.66	950.00	-488.34	48.6%
K07. Postage and Delivery	464.25	800.00	-335.75	58.0%
K08. Monthly Board Meetings	2,326.90	1,850.00	476.90	125.8%
K10. Cash Advance	150.00			
K11. Rent				
K11B. Storage/Boxes	200.00	240.00	-40.00	83.3%
K11. Rent - Other	387.50	300.00	87.50	129.2%
Total K11. Rent	587.50	540.00	47.50	108.8%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	5,777.88	6,100.00	-322.12	94.7%
Total K12. Insurance	7,118.88	7,441.00	-322.12	95.7%
K13. Taxes	319.11	317.00	2.11	100.7%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous				
K18A Board Training	200.00			
K18. Miscellaneous - Other	50.00			
Total K18. Miscellaneous	250.00			
Total K00. General Operating Expenses	18,781.35	21,323.00	-2,541.65	88.1%

Glastonbury Landowner's Association

2008 Budget Variance Report

August 2008

	Jan - Dec...	Budget	$ Over B...	% of Bud...
M00. Annual Meeting/Elections				
M03. Administration	156.00	890.00	-734.00	17.5%
M04. Postage and Delivery	280.30	386.00	-105.70	72.6%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	556.30	1,551.00	-994.70	35.9%
Reconciliation Discrepancies	14.79			
Total Expense	94,706.03	101,758.00	-7,051.97	93.1%
Net Ordinary Income	-5,135.30	-49.80	-5,085.50	10,311.8%
Net Income	**-5,135.30**	**-49.80**	**-5,085.50**	**10,311.8%**

2008-10-13_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 13, 2008 Final

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7:05 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Charlene Murphy aka CRM (Treasurer), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Charlotte Mizzi aka CM, and Paul Ranttalo.
   ABSENT: Frances Owen, William Smith and Rich Spallone.
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners: Ron Wartman, Clare Parker

2. **Set Agenda**

3. **Approval of September 8, 2008 Meeting Minutes**
   MOTION: Charlene motioned and Janet seconded to approve the September 8, 2008 meeting minutes with amendment. **Motion carried unanimously**

4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
   4.1 Monthly Reports: Charlene reviewed "Check Detail, September 2008" and "Check Deposit, September 2008" and the "2008 Budget Variance Report, September 2008."
   UNANIMOUS AGREEMENT: The Board agreed to accept the above reports with amendments.

   4.12 Lien Policy – CRM
   Charlene reported that 8 liens were recently placed on Glastonbury parcels due to non-payment of past-due 2007 assessments. Currently the GLA has on record a total of 28 liens which it has filed on properties over the years. 14 of these liens are on SG parcels and 14 are on NG parcels. The total amount owed on these liens is $78,293.36. Discussion included the need to change the criteria for filing liens.
   MOTION: Charlene motioned and Richard seconded to change the trigger amount for filing liens to the amount of a past due assessment on 1 (one) parcel ***or*** 1 (one) dwelling from the previous year. Also, if it comes to the attention of the Board that a parcel or dwelling is up for sale, a lien may be filed on unpaid assessments for the current year *in addition* to any unpaid assessments due from the previous year. **Motion carried unanimously.**

   ACTION ITEM: Richard – Research: when a property is up for sale, what legal guidelines does the GLA need to follow in terms of issuing warnings about filing a lien and the actual filing of the lien when the assessments for the *past year* and/or *current year* have not been paid.

5. **Officers' Reports**
   5.1 Executive Committee – LB/RB/CRM/JN
   5.1.1 Fall weed spraying and grading expenses – CRM
   5.1.1.2 Cost of fall grading for North & South Glastonbury.- RS
   Charlene reported that Rich Spallone told her that the fall weed spraying had been completed and that the fall grading will be done when it next rains.

File: MtgMins 10 13 08
Draft: 10 15 08; 10 22 08; 10 24 08-Final
Approved: 11 03 08

6. UNFINISHED BUSINESS – Committee Reports

6.1 Road/Weed – WS/RS

6.1.1 Road Policy Draft (8/06/08) – WS/RS/CRM

Charlene reported that the Board voted via e-mail to approve 8/10/08 Road Policy Draft w/amendments.

POLICY APPROVAL: On October 9, 2008, the Board voted by e-mail to approve the Road Policy Draft of 8/6/08 with amendments

6.1.2 Report on chip sealing project bids and timeline for voting, etc. - WS

Charlene reported that William told her that he learned that road tar is $800 per __ and is currently being rationed. This explains the extraordinarily high bids that have come in for this project. The GLA cannot afford this expense and will have to put this project on hold until it is more affordable.

ACTION ITEM: ***William*** – At the Annual Meeting, report on the chip sealing project being put on hold due to the current high price and rationing of road tar.

ACTION ITEM: ***Winter Newsletter*** – Include a summary of William's annual meeting report on the chip sealing situation.

6.1.3 GLA mapped road accesses to U.S. Forest land

6.1.3.1 - Research re: changing our maps posted on other websites - DK. Tabled.

6.1.3.2 - Contact w/State Road Superintendent informing him that maps need to be changed.- LB

Laura reported that she contacted the Superintendent and submitted the exact wording on our signs. He will advise us if additional wording is needed and will come here to take pictures before he directs changes to the state maps indicating our roads are private.

6.1.4 Current Status of Pot Holes (new addition to agenda)

UNANIMOUS AGREEMENT: Pot holes need immediate repair.

ACTION ITEM: ***Road Committee*** - Immediately repair new pot holes.

6.2 Update re: status of fencing repairs in High South – CRM

Charlene reported that the fencing repairs in High South were completed for a total cost of $617.50, which was approved by the Board. It was noted that the GLA's expenditure for this repair was a considerable savings as compared to the $5–6,000 bids submitted by professional fencing companies.

6.3 Project Review –AA/RS

6.3.1 Responses from shelter letter mailing – DK

There have been a couple of responses to this mail.

ACTION ITEM: ***Denise*** – Send Dan the updated list of shelter owners who received the shelter check mailing plus phone numbers.

6.3.1.1 Report on drive-by shelter evaluation – DK No report..

6.3.2 Research re: Cargo Container Policy –DOK
Denise reported that she did not find this policy in the year 2000 minutes.
ACTION ITEM: ***Dan*** – Draft a cargo policy; bring a motion for vote on 11/3/08
ACTION ITEM: ***Denise*** – Locate last status of E. Johnston complaint re: cargo container in High South and inform Laura.

7. NEW BUSINESS

7. 1 Project Review – AA/RS

7.1.1 Present vote on well placement checklist for Project Review Form-AA
Alyssa presented and the Board reviewed the project review "Form A" with updated information on a Multi-Use Well for 3+ residences. She noted that the final approval form for projects already does request a well log to be submitted to the GLA and in the future, she will pay closer attention to collecting this information when doing the final inspection.
MOTION: Charlene motioned and Charlotte seconded to approve the "Multi-Use Well for 3+ Residences" section, added to the Project Review "Form A" on October 12, 2008. **Motion carried unanimously.**

7.2 Road Weed – WS/RS/CRM

7.2.1 Posting signs on J. Brandis' property – RS Tabled.

7.2.2 Response from K. Ramp re: Locks & Sign –Parcel 97 (SG)–RB Tabled

7.2.3 Addition of existing signs to Glastonbury road map – CRM/AA
In process.
ACTION ITEM: ***Dan*** – While spot inspecting outside of shelters in SG, make a list of all signs & locations; submit to Charlene & Alyssa to add to sign maps.

7.2.4 Reseeding repaired flood areas - CRM
Discussion.
MOTION: Charlene motioned and Alyssa seconded to authorize $75-$100 to purchase grass seed for flood areas repaired on Orion Way. **Motion carried unanimously.**

7.3 Election Committee – CM/Board/DOK

7.3.1 Review/vote on Annual Meeting Agenda
The Board reviewed and edited the draft of the Nov. 8 agenda.
UNANIMOUS AGREEMENT: The Board approved the November 8 Annual Meeting Agenda draft with amendments.

File: MtgMins 10 13 08
Draft: 10 15 08; 10 22 08; 10 24 08-Final
Approved: 11 03 08

7.3.2 Chair Reports – Review/input/approve
ACTION ITEM: ***Board Members Giving Reports at Annual Meeting*** – Send outline or your entire report to Denise **by October 31** to xerox for Nov. 3 meeting.
ACTION ITEM: ***Board*** – At Nov. 3 meeting, review/approve annual meeting reports
ACTION ITEM: ***Charlene*** - Give maps to Richard.to take to Kinkos.
ACTION ITEM: ***Richard*** – Take GLA road maps to Kinko.
ACTION ITEM: ***William*** – Review new Road Policy at annual meeting...
ACTION ITEM: ***Denise/Laura/Janet/Alyssa*** – Polish new Road Policy for annual meeting.

7.3.3 Candidate Proxy Votes
Each Board member voted anonymously for both NG and SG candidates. Charlotte, the Election Committee Chair, will represent the GLA Board at the annual meeting by submitting the Board's vote for candidates (above) when a Landowner gives his/her proxy to the Board.

7.3.4 Timelines for meeting preparation
The Board reviewed meeting preparation timelines.
ACTION ITEM: ***Committee Chairs*** – By October 31: Submit by e-mail to Denise a list of specific skills that you need from volunteers for your committee.
ACTION ITEM: ***Board*** – Review/Vote on lists of committee volunteer skills.
ACTION ITEM: ***Denise*** – Prepare volunteer skills sign in sheets for annual meeting.

7.4 Website – DK
7.4.1 Revisions to Board contact policy on website - DK
ACTION ITEM: ***Dan*** – Complete contact policy changes by the Nov. 3 mtg.
7.4.2 Development of new template for website - DK
ACTION ITEM: Dan will research new template for website.

7.5 Recreation
7.5.1 Brief report on MNA seminar - LB
Laura reported that she attended (and personally paid for) a conference for Montana non-profit organizations and learned valuable information that will assist the Board as well as the PVRC. Discussion included the extensive work that the volunteer Board is responsible for and the need for a manager.

8. Comment Period for Visiting Landowners. (10-15 min.) No comments.
9. The meeting adjourned at 9:00 p.m.
10. Remaining Meetings in 2008 – Mark your calendars.
(a) Regular Meeting: November 3 (1rst Monday) - St. John's Church, 6:45-9 p.m.
(b) Annual Landowners Meeting & Elections: Nov. 8 (Saturday) - Emigrant Hall, 8:45 a.m. – Noon (approximately)
(c) Orientation Meeting for Board Only: Nov. 17 (3rd Monday) - St John's Church, 6:45 – 9 p.m.
d) Regular Meeting: December 8 (2nd Monday) - St. John's Church, 6:45--9pm.

File: MtgMins 10 13 08
Draft: 10 15 08; 10 22 08; 10 24 08-Final
Approved: 11 03 08

2008-10-13_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

October 13, 2008

St. John's Church, Emigrant (6:45–9:00 p.m.)

1. Call to order, opening prayer.
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Meeting Minutes Approval: Sept. 9, 2008
4. Treasurer's Budget Variance, Check & Deposit Reports –CRM
   - 4.1 Lien Policy - CRM
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/CRM/JN
     - 5.1.1 Fall weed spraying and grading expenses – CRM
       - 5.1.1.2 Cost of fall grading for North & South Glastonbury.- RS
6. UNFINISHED BUSINESS – Committee Reports
   - 6.1 Road/Weed – WS/RS
     - 6.1.1 Road Policy Draft (8/06/08) – WS/RS/CRM
     - 6.1.2 Report on chip sealing project bids and timeline for voting, etc. - WS
     - 6.1.3 GLA mapped road accesses to U.S. Forest land
       - 6.1.3.1 - Research re: changing our maps posted on other websites - DK.
       - 6.1.3.2 - Contact w/State Road Superintendent informing him that maps need to be changed.- LB
   - 6.2 Update re: status of fencing repairs in High South – CRM
   - 6.3 Project Review –AA/RS
     - 6.3.1 Responses from shelter letter mailing – DK
       - 6.3.1.1 Report on drive-by shelter evaluation – DK
     - 6.3.2 Research re: Cargo Container Policy –DOK
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS
     - 7.1.6 Present vote on well placement checklist for Project Review Form - AA
   - 7.2 Road Weed – WS/RS/CRM
     - 7.2.1 Posting signs on J. Brandis property - RS
     - 7.2.2 Response from K. Ramp re: Locks & Sign – Parcel 97 (SG) - RB
     - 7.2.3 Addition of existing signs to Glastonbury road map – CRM/AA
     - 7.2.4 Reseeding repaired flood areas - CRM
   - 7.3 Election Committee – CM/Board/DOK
     - 7.3.1 Review/vote on Agenda
     - 7.3.2 Chair Reports – Review/input/approve
     - 7.3.2 Candidate Proxy Votes
     - 7.3.3 Timelines for meeting preparation
   - 7.4 Website – DK
     - 7.4.1 Revisions to Board contact policy on website - DK
     - 7.4.2 Development of new template for website - DK
   - 7.5 Recreation
     - 7.5.1 Brief report on MNA seminar - LB
8. Comment Period for Visiting Landowners. (10-15 min.)
9. Meeting Adjournment
10. Remaining Meetings in 2008 – Mark your calendars.
    - (1) Regular Meeting: November 3 (1rst Monday) - St. John's Church, 6:45-9 p.m.
    - (2) Annual Landowners Meeting & Elections: Nov. 7 (Saturday) - Emigrant Hall, 9 a.m. – Noon (approximately)
    - (3) Orientation Meeting for Board Only: Nov. 17 (3rd Monday) - St John's Church, 6:45 – 9 p.m.
    - (4) Regular Meeting: December 8 (2nd Monday) - St. John's Church, 6:45--9 pm.

MtgAgenda: 10 13 08
Draft: 10 04 08; 10 06 08; 10 09 08

New form from AA – 10/13/08

FORM A: PROPOSED CONSTRUCTION PROJECT / PROPERTY IMPROVEMENTS

(Submit with GLA Project Review Application Cover Sheet)

Parcel/Tract No. _____ ❑ North ❑ South COS No. _____ Project No. _____
(GLA use Only)

❑ **RESIDENCE** ❑ **OTHER STRUCTURE** ❑ **OTHER** (specify): _____

Brief description of construction project: _____

_____

❑ **Set back from property line is greater than 50 feet (per Master Plan Section 2.0)**
❑ **Set back from any easement is greater than 15 feet (per Covenants Section 6.02)**
❑ **Set back from any creek is greater than 20 feet (per Covenants Section 7.02)**
❑ **Pipelines and gas lines are at least 36 inches below the surface (per Covenants Section 6.03)**
❑ **Power and telephone lines are at least 24 inches below the surface (per State Electrical Code)**

Structural Total sq. ft.: _____ Width: _____ Length: _____ Basement: ❑ Yes ❑ No

Number of stories: _____ Height: _____

Method of construction: ❑ Concrete ❑ Wood frame ❑ Adobe ❑ Other: _____

Materials to be used: _____

Describe your plan for the foundation: _____

Architect / Designer and Address: _____

Contractor and Address: _____

Have you or your contractor obtained an electrical permit from the County? ❑ Yes ❑ No

❑ Copy of permit attached ❑ Electrical permit number: _____

Have you or your contractor obtained a Plumbing permit from the County? ❑ Yes ❑ No

❑ Copy of permit attached ❑ Plumbing permit number: _____

❑ **PRIVATE ROAD** ❑ **DRIVEWAY** ❑ For Single Residence ❑ For Multiple Residences

❑ **240' Minimum visibility in both directions on Glastonbury road at driveway/road access point**
❑ **60' Easement width** ❑ **Maximum Grade: 12%** ❑ **Road Width: 20 feet**

Length: _____ feet Driveway Width: _____ feet No. of Culverts: ____

Is the proposed driveway/road staked out? ❑ Yes ❑ No

Planned begin date: _____ Estimated time to complete: _____

❑ **WELL (1–2 Residences)**
- ❑ **Property line set back greater than 50 feet**
- ❑ **Septic tank set back greater than 50 feet**
- ❑ **Drain field set back greater than 100 feet**

❑ **Multi-use WELL (3+ Residences)**
- ❑ **Property line set back greater than 100 feet**
- ❑ **Septic tank set back greater than 100 feet**
- ❑ **Drain field set back greater than 100 feet**

NOTE: Per Covenant 5.12d, all landowners are required to report the location, depth, and flow of completed wells. Please send a copy of Well Log Report upon completion.

If well is for a public water system:
Name and address of engineer working with the Montana DEQ for approval of public water system:

_____

What residences are served by the well? _____

Form A: Continued on Next Page

Glastonbury Landowner's Association

2008 Budget Variance Report

September 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	198.50			
109. Dwelling 2007	3,612.45			
110. NG Dwelling 2008	14,888.73	17,081.04	-2,192.31	87.2%
110. SG Dwelling 2008	11,023.80	17,081.04	-6,057.24	64.5%
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
131. Land 2005	132.00			
132. Land 2006	558.10			
133. Land 2007	4,352.50			
134. NG Land 2008	20,506.93	26,377.56	-5,870.63	77.7%
134. SG Land 2008	19,779.78	26,377.56	-6,597.78	75.0%
150. GAV	5,843.25	7,791.00	-1,947.75	75.0%
160. Finance Chrgs Late Accnts	233.61			
161. Penalties Late Accounts	309.83			
Total 100. Parcel Assessment Fees	81,699.48	94,708.20	-13,008.72	86.3%
200. Project Review Fees				
201. Application Fee	200.00	475.00	-275.00	42.1%
202. IF - House	250.00	600.00	-350.00	41.7%
203. IF - Structures 200/800sf	400.00	250.00	150.00	160.0%
204. IF - Structures Over 800sf	200.00			
205. IF - Well	75.00	250.00	-175.00	30.0%
206. IF - Driveway	75.00	175.00	-100.00	42.9%
207. IF - Septic	75.00	175.00	-100.00	42.9%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	150.00	600.00	-450.00	25.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	1,525.00	4,000.00	-2,475.00	38.1%
300. Roads				
301. CUT - Road Paving Loan	1,375.91	2,200.00	-824.09	62.5%
Total 300. Roads	1,375.91	2,200.00	-824.09	62.5%
400. Liens				
401. Landowner Filing Fee	150.00			
Total 400. Liens	150.00			
500. Interest Earned				
501. Savings Interest	165.42	300.00	-134.58	55.1%
Total 500. Interest Earned	165.42	300.00	-134.58	55.1%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
701. Miscellaneous	159.00			
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
706. Donation/ Board Training	100.00			
Total 700. Other Income	774.00	500.00	274.00	154.8%
Total Income	91,900.60	101,708.20	-9,807.60	90.4%

Glastonbury Landowner's Association

2008 Budget Variance Report

September 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	848.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	3,202.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Removal - ...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Removal	5,451.00	5,500.00	-49.00	99.1%
A03. Contractors - Weed Contrl	1,815.00	3,200.00	-1,385.00	56.7%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	1,596.26	1,665.00	-68.74	95.9%
A06. Equipment Mtce	581.00	500.00	81.00	116.2%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous				
A11A. Fuel	314.92			
A11B. Sand	380.00			
A11C. Sign Posts	1,112.97			
A11D. New Truck Loan	4,600.00			
A11. Miscellaneous - Other	445.50	500.00	-54.50	89.1%
Total A11. Miscellaneous	6,853.39	500.00	6,353.39	1,370.7%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	322.00			
A12B. Aries Drive	570.00			
A12C. Capricorn Drive	3,760.00			
A12F. Gemini Road	675.00			
A12H-1. Orion Way Flood	2,434.65			
A12H. Orion Way	324.00			
A12I. Pisces Way	322.00			
A12J. Sirius Drive	660.00			
A12K. Taurus Road	615.00			
A12L. Venus Way	280.00			
A12M. Mercury Lane	280.00			
A12N. Helios Way	322.00			
A12. Contractors - NG Road Wrk - O...	533.00	14,000.00	-13,467.00	3.8%
Total A12. Contractors - NG Road Wrk	11,097.65	14,000.00	-2,902.35	79.3%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,953.00			
A13D. Leo Drive	1,227.00			
A13G-1. Hercules Road Flood	10,660.50			
A13G. Hercules Road	4,592.00			
A13H. Polarius Way	1,451.00			
A13I. Sagittarius Place	1,065.00			
A13J. Sagittarius Skyway	1,745.00			
A13L. Virgo Way	547.00			
A14. Fence Repair High South Gl	617.50			
A13. Contractors - SG Road Wrk - O...	150.00	14,000.00	-13,850.00	1.1%
Total A13. Contractors - SG Road Wrk	24,008.00	14,000.00	10,008.00	171.5%
Total A00. Roads & Weeds	74,071.26	69,910.00	4,161.26	106.0%
B00. Project Review				
B01. Contractors	195.00	1,000.00	-805.00	19.5%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	195.00	1,375.00	-1,180.00	14.2%
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	1,900.00	800.00	1,100.00	237.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	1,900.00	900.00	1,000.00	211.1%

move to J-other projects

Glastonbury Landowner's Association

2008 Budget Variance Report

September 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
D00. Recreation				
D01. Contractors				
D01A. Flood Diversion 2008	150.00			
Total D01. Contractors	150.00			
D03. PVRC				
D03A. PVRC Electricity	414.59	600.00	-185.41	69.1%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	414.59	1,100.00	-685.41	37.7%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	564.59	1,550.00	-985.41	36.4%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%
G00. Liens				
G01. Lien Filing	84.55	250.00	-165.45	33.8%
G03. Administration	146.35	409.00	-262.65	35.8%
G04. Miscellaneous	0.00	1,550.00	-1,550.00	0.0%
Total G00. Liens	230.90	2,209.00	-1,978.10	10.5%
J00. Other Projects				
J03. Procedures Proposal	97.50	2,440.00	-2,342.50	4.0%
Total J00. Other Projects	97.50	2,440.00	-2,342.50	4.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,145.00	4,000.00	-1,855.00	53.6%
K02. Contractors - Bookkeeper	2,005.55	3,000.00	-994.45	66.9%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	1,705.00	500.00	1,205.00	341.0%
K06. Office Supplies	461.66	950.00	-488.34	48.6%
K07. Postage and Delivery	464.25	800.00	-335.75	58.0%
K08. Monthly Board Meetings	2,326.90	1,850.00	476.90	125.8%
K10. Cash Advance	150.00			
K11. Rent				
K11B. Storage/Boxes	200.00	240.00	-40.00	83.3%
K11. Rent - Other	387.50	300.00	87.50	129.2%
Total K11. Rent	587.50	540.00	47.50	108.8%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	5,777.88	6,100.00	-322.12	94.7%
Total K12. Insurance	7,118.88	7,441.00	-322.12	95.7%
K13. Taxes	319.11	317.00	2.11	100.7%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous				
K18A Board Training	200.00			
K18. Miscellaneous - Other	50.00			
Total K18. Miscellaneous	250.00			
Total K00. General Operating Expenses	19,118.85	21,323.00	-2,204.15	89.7%
M00. Annual Meeting/Elections				
M03. Administration	203.06	890.00	-686.94	22.8%
M04. Postage and Delivery	334.21	386.00	-51.79	86.6%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	657.27	1,551.00	-893.73	42.4%

Glastonbury Landowner's Association

2008 Budget Variance Report

September 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
Reconciliation Discrepancies	0.00			
Total Expense	97,093.67	101,758.00	-4,664.33	95.4%
Net Ordinary Income	-5,193.07	-49.80	-5,143.27	10,427.9%
Net Income	**-5,193.07**	**-49.80**	**-5,143.27**	**10,427.9%**

Handed out at [illegible]

Evmar Investors
P. O. Box 3605
Incline Village, NV. 89450

September 28, 2006

Ms. Charlotte Mizzi
and the Board of Directors of
Glastonbury Landowners Association
P. O. Box 312
Emigrant, MT. 59027

Dear Charlotte and Board Members:

I have written several times on an issue that should be of concern to all the board members. The concern should be at the top of your list. The purpose of the board is to enforce the covenants of the association. An association cannot function, or for that matter any organization, if the laws of that association or organization are ignored. Covenants cannot be selectively enforced. The laws of the association should be the first order of priority for the board.

I am referring specifically covenants that relate to house trailers, recreation vehicles, and storage containers. Several parcels have numerous trailers and one in particular has four trailers or containers. All are in violation of numerous covenants of the association. Why is it that you the board cannot enforce the covenants that I as an owner agreed to abide by when I purchased my property. I would like to see what action the board has taken on this issue. I would like to see letters written, board resolutions, and any other document that shows you have a concern for the covenants.

I have also written last year on one parcel on which was stored huge piles of dried fire wood, five piles in total, some 6 feet or more high. The firewood was a clear danger to the area in case of fire. I do not believe anyone ever inspected the danger. The fire wood is now gone and so is a lot more because of the Big Creek fire. I have incurred hundreds of thousands dollars of loss because of this fire. I just wonder if that fire wood would not have been there maybe, just maybe, the fire would have stopped and not moved north towards my property. That is a question the board needs to consider, and that is spending the time investigating situations that involve all of us. I consider this failure a serious flaw in the administration of the board of directors.

I would like to have an explanation in writing just why the covenants are not enforced, and why safety issues are ignored. The board has a fiduciary responsibility to enforce the covenants and safety. In both cases you have failed.

Sincerely

Ev Johnston

2008-11-03_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 3, 2008

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 7:05 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Charlene Murphy aka CRM (Treasurer), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Charlotte Mizzi aka CM, and Paul Ranttalo.
   ABSENT: Frances Owen, William Smith and Rich Spallone.
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners:

2. **Set Agenda**

3. **Approval of October 13. 2008 Meeting Minutes**
   UNANIMOUS AGREEMENT: The Board unanimously approved the Oct. 13, 2008 meeting minutes as written.

4. **Treasurer's Budget Variance, Check & Deposit Reports –CRM**
   4.1 Monthly Reports: Charlene reviewed "Check Detail, October 2008" and "Check Deposit, October 2008" and the "2008 Budget Variance Report, October 2008."
   UNANIMOUS AGREEMENT: The Board unanimously approved to accept that the High South fence repair expenses will now be listed under category "J"

   4.2 January Assessment Statements *(new addition to the agenda)*
   Discussion.
   ACTION ITEM: ***Treasurer*** – Include in the January assessment mailing a message that encourages landowners to pay their assessments by January 31, and if they cannot do so, to contact the Treasurer to establish a payment plan.

5. **Officers' Reports**

   5.1 Executive Committee – LB/RB/CRM/JN

   5.1.1 Research re: legal guidelines for filing liens - RB Tabled

   5.1.2 Plan content & mailing date for winter newsletter

   The newsletter will be mailed in mid-January 2009.
   ACTION ITEM: ***Board*** - Send newsletter items to Janet in December.

6. **UNFINISHED BUSINESS – Committee Reports**
   6.1 Road/Weed – WS/RS
   6.1.1 Fall weed spraying and grading expenses – CRM
   The GLA has not yet received the bill for these expenses.
   6.1.2 Cost of fall grading for North & South Glastonbury.- RS
   Discussion included that part of the road wasn't rolled for reasons that are not yet verified. William reviewed that the GLA's agreement with Atkins included that if the roads must be rolled & sprayed when graded. William requested the grading bill from Atkins.

File: MtgMins 11 03 08
Draft: 11 15 08C- FINAL
Approved: 01 12 08

6.1.3 GLA mapped road accesses to U.S. Forest land or State of Montana Tax Map

6.1.3.1 Research re: changing our maps posted on other websites - DK

Dan reported that he submitted a request to change the GLA maps posted on other websites.

6.1.3.2 Follow-up re: 2nd Contact with State Road Superintendent re: GLA signs and state maps that need to be changed.- LB

The Board discussed needed signs

UNANIMOUS AGREEMENT: The Board agreed that new signs were needed for the entrances to North and South Glastonbury.

ACTION ITEM: ***William*** – Contact William Irby and request that he submit a bid for 2 large wooden signs to read "Private Property, No Hunting No Trespassing," etc.

ACTION ITEM: ***Charlotte*** – Request permission from Church to post two new wooden signs on Church property at entrances of North and South Glastonbury.

6.2 Project Review –AA/RS

6.2.1 Update re: responses from shelter letter mailing – DK Tabled.

6.2.1.1 Report on drive-by shelter evaluation – DK Tabled.

The Board agreed that the GLA should attempt to have the shelter owners complete their shelter corrections within approximately 90 days from January 1 (ie. – in the spring of 2009).

ACTION ITEM: ***Denise*** – Send letters to shelter owners who haven't yet received shelter letter and list of phone number of shelter owners to Dan.

7. NEW BUSINESS

7. 1 Project Review – AA/RS

7.1.1 Present motion re: policy for cargo containers and vote –DK

Dan presented a draft of proposal to revise an earlier standard concerning cargo containers, etc. Discussion.

ACTION ITEM: ***Richard & Laura*** – Using the cargo container draft policy and the junk vehicle law (7.6.1 below), create and a GLA storage container policy and a junk vehicle policy to be placed in our newsletter.

7.2 Road Weed – WS/RS/CRM

7.2.1 Posting signs on J. Brandis property - RS Done.

It was confirmed that the signs had been posted.

7.2.2 Response from K. Ramp re: Locks & Sign – Parcel 97 (SG) - RB

Richard reported that he will write a letter to Kathleen as he has not received a response from his last contact. It appears that the new fence is locked.

ACTION ITEM: ***Alyssa/Denise*** – Send Richard any past agreement that was made with Kathleen Ramp and the GLA.

File: MtgMins 11 03 08
Draft: 11 15 08C- FINAL
Approved: 01 12 08

7.2.3 List of existing signs for placement on Glastonbury road map – DK Tabled.

7.2.3 Add existing signs list (from DK) to GLA map – CRM/AA
Charlene reported she is working on a road committee binder, which will include a map of existing signs.

7.2.4 Status of pot hole repairs – Road Committee
Discussion included potholes near the North Glastonbury guardrail.
ACTION ITEM: ***Charlene*** – Call JT to fix the pothole in North Glastonbury.

7.2.5 Status of reseeding repaired flood areas – CRM - TABLE UNTIL MARCH 2009 ***(when seeds will be available again)***

7.3 Election Committee – CM/Board/DOK

7.3.1 Chair Reports – Review/input/approve
The Community Committee submitted their report. Discussion.
ACTION ITEM: ***Committtee Chairs*** – Send electronic copy of your annual meeting reports to Denise.

7.3.2 New road policy polished for handout at annual meeting- JN/DOK/KB/AA
Discussion included that the GLA must examine the COS for 5th tier road before making a decision to rename them as "jeep trails."
UNANIMOUS AGREEMENT: Charlene will add an edit regarding snowplowing to the new Road Policy.
ACTION ITEM: ***Denise*** – Polish the format of the Road Policy (exclude background information section for this handout) and copy for distribution at the Annual Meeting.
ACTION ITEM: ***Charlene*** –Send Road Policy background information section to William for editing.

7.3.3 Status of large GLA maps for annual meeting –CRM/RB
Charlene presented the maps and will add color to them.

7.3.4 Review last minute timelines for xeroxing handouts & misc. meeting preparation
ACTION ITEM: ***Board*** **-** Send last minute handouts for xeroxing to Denise by Thursday, Nov. 6, at the latest.

7.3.5 Review/vote on lists of committee volunteer skills for annual meeting sign-up sheets. Discussion.

7.3.6 Review meeting assignments & arrival times for Board members & volunteers. Discussion.

7.4 Website – DK

7.4.1 Revisions to Board contact policy on website – DK

Some revisions were done and contact policy must be developed further.

7.4.2 Development of new template for website - DK

ACTION ITEM: ***Dan*** – Research new template for website.

ACTION ITEM: ***Dan, Alyssa, Laura and Denise*** – Determine the kind of programs will be needed for the policies and procedures project.

7.5 Community –RB/LB ***(new addition to the agenda)***

7.5.1 Complaints – RB/LB

7.5.1.1 Complaint re: hunting on land adjacent to the GLA

Richard reviewed the actions which the complainant should take re hunters on GLA land.

ACTION ITEM: ***Janet*** – Include in newsletter the actions that landowners may take when it appears someone is hunting on GLA land, etc.

7.5.1.2 Complaint from Vickie McCoy re: prowler

Laura reported that Vickie said she was disturbed by a prowler, like a "Peeping Tom" who looked in her window and shined a light in it. The Board agreed that Laura's advice to Vickie "to report the incident to the sheriff and keep her doors locked, etc" was the best advice that the GLA can offer at this time.

7.6.1 Junk Vehicle Standard

A (state or city or county) junk vehicle law was presented.

ACTION ITEM: ***Janet*** – Xerox the junk vehicle law and give to Laura and Richard.

8. Comment Period for Visiting Landowners. (10-15 min.)

9. Meeting Adjournment

10. Remaining Meetings in 2008 – Mark your calendars.

(a) Annual Landowners Meeting & Elections: Nov. 8 (Saturday) - Emigrant Hall, 9 a.m. – Noon (approximately)

(b) Orientation Meeting for Board Only: Nov. 17 (3rd Monday) - St John's Church, 6:45 – 9 p.m. (This meeting was rescheduled to Dec. 8)

(c) Regular Meeting: December 8 (2nd Monday) - St. John's Church, 6:45 -9 pm.

File: MtgMins 11 03 08
Draft: 11 15 08C- FINAL
Approved: 01 12 08

2008-11-03_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
November 3, 2008
St. John's Church, Emigrant (6:45–9:00 p.m.)

1. Call to order, opening prayer.
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Meeting Minutes Approval: October 13, 2008
4. Treasurer's Budget Variance, Check & Deposit Reports –CRM
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/CRM/JN
     - 5.1.1 Research re: legal guidelines for filing liens - RB
     - 5.1.2 Plan content & mailing date for winter newsletter
6. UNFINISHED BUSINESS – Committee Reports
   - 6.1 Road/Weed – WS/RS
     - 6.1.1 Fall weed spraying and grading expenses – CRM
     - 6.1.2 Cost of fall grading for North & South Glastonbury.- RS
     - 6.1.3 GLA mapped road accesses to U.S. Forest land
       - 6.1.2.1 - Research re: changing our maps posted on other websites - DK
       - 6.1.2.2 - Follow-up re: 2nd Contact with State Road Superintendent re: GLA signs and state maps that need to be changed.- LB
   - 6.2 Project Review –AA/RS
     - 6.2.1 Update re: responses from shelter letter mailing – DK
       - 6.3.1.1 Report on drive-by shelter evaluation – DK
7. NEW BUSINESS
   - 7. 1 Project Review – AA/RS
     - 7.1.1 Present motion re: policy for cargo containers and vote –DK
   - 7.2 Road Weed – WS/RS/CRM
     - 7.2.1 Posting signs on J. Brandis property - RS
     - 7.2.2 Response from K. Ramp re: Locks & Sign – Parcel 97 (SG) - RB
     - 7.2.3 List of existing signs for placement on Glastonbury road map – DK
       - 7.2.3 Add existing signs list (from DK) to GLA map – CRM/AA
     - 7.2.4 Status of pot hole repairs – Road Committee
     - 7.2.5 Status of reseeding repaired flood areas - CRM
   - 7.3 Election Committee – CM/Board/DOK
     - 7.3.1 Chair Reports – Review/input/approve
     - 7.3.2 New road policy polished for handout at annual meeting-JN/DOK/KB/AA
     - 7.3.3 Status of large GLA maps for annual meeting –CRM/RB
     - 7.3.4 Review last minute timelines for xeroxing handouts & misc. meeting preparation
     - 7.3.5 Review/vote on lists of committee volunteer skills for annual meeting sign-up sheets
     - 7.3.6 Review meeting assignments & arrival times for Board members & volunteers
   - 7.4 Website – DK
     - 7.4.1 Revisions to Board contact policy on website - DK
     - 7.4.2 Development of new template for website - DK
8. Comment Period for Visiting Landowners. (10-15 min.)
9. Meeting Adjournment
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    - (c) Regular Meeting: December 8 (2nd Monday) - St. John's Church, 6:45--9 pm.

Glastonbury Landowner's Association

2008 Budget Variance Report

October 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	198.50			
109. Dwelling 2007	3,697.49			
110. NG Dwelling 2008	16,998.27	17,081.04	-82.77	99.5%
110. SG Dwelling 2008	11,759.52	17,081.04	-5,321.52	68.8%
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
131. Land 2005	132.00			
132. Land 2006	558.10			
133. Land 2007	4,437.53			
134. NG Land 2008	22,491.55	26,377.56	-3,886.01	85.3%
134. SG Land 2008	21,310.49	26,377.56	-5,067.07	80.8%
150. GAV	7,791.00	7,791.00	0.00	100.0%
160. Finance Chrgs Late Accnts	308.20			
161. Penalties Late Accounts	350.76			
Total 100. Parcel Assessment Fees	90,293.41	94,708.20	-4,414.79	95.3%
200. Project Review Fees				
201. Application Fee	225.00	475.00	-250.00	47.4%
202. IF - House	250.00	600.00	-350.00	41.7%
203. IF - Structures 200/800sf	400.00	250.00	150.00	160.0%
204. IF - Structures Over 800sf	400.00			
205. IF - Well	75.00	250.00	-175.00	30.0%
206. IF - Driveway	75.00	175.00	-100.00	42.9%
207. IF - Septic	150.00	175.00	-25.00	85.7%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	150.00	600.00	-450.00	25.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	1,825.00	4,000.00	-2,175.00	45.6%
300. Roads				
301. CUT - Road Paving Loan	1,375.91	2,200.00	-824.09	62.5%
Total 300. Roads	1,375.91	2,200.00	-824.09	62.5%
400. Liens				
401. Landowner Filing Fee	150.00			
Total 400. Liens	150.00			
500. Interest Earned				
501. Savings Interest	165.42	300.00	-134.58	55.1%
Total 500. Interest Earned	165.42	300.00	-134.58	55.1%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
701. Miscellaneous	159.00			
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
706. Donation/ Board Training	100.00			
Total 700. Other Income	774.00	500.00	274.00	154.8%
Total Income	100,794.53	101,708.20	-913.67	99.1%

Glastonbury Landowner's Association

2008 Budget Variance Report

October 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	848.50			
A02B. South Glastonbury	365.00			
A02C. High South Glastonbury	3,202.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Remo...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Re...	5,451.00	5,500.00	-49.00	99.1%
A03. Contractors - Weed Contrl	1,815.00	3,200.00	-1,385.00	56.7%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	1,596.26	1,665.00	-68.74	95.9%
A06. Equipment Mtce				
A06-Truck #2	480.00			
A06. Equipment Mtce - Other	581.00	500.00	81.00	116.2%
Total A06. Equipment Mtce	1,061.00	500.00	561.00	212.2%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous				
A11A. Fuel	314.92			
A11B. Sand	1,011.39			
A11C. Sign Posts	1,135.81			
A11D. New Truck Loan	5,150.00			
A11. Miscellaneous - Other	445.50	500.00	-54.50	89.1%
Total A11. Miscellaneous	8,057.62	500.00	7,557.62	1,611.5%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	322.00			
A12B. Aries Drive	570.00			
A12C. Capricorn Drive	3,760.00			
A12F. Gemini Road	675.00			
A12H-1. Orion Way Flood	2,434.65			
A12H. Orion Way	324.00			
A12I. Pisces Way	322.00			
A12J. Sirius Drive	660.00			
A12K. Taurus Road	615.00			
A12L. Venus Way	280.00			
A12M. Mercury Lane	280.00			
A12N. Helios Way	322.00			
A12. Contractors - NG Road W...	533.00	14,000.00	-13,467.00	3.8%
Total A12. Contractors - NG Road...	11,097.65	14,000.00	-2,902.35	79.3%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,953.00			
A13D. Leo Drive	1,227.00			
A13G-1. Hercules Road Flood	10,660.50			
A13G. Hercules Road	5,312.00			
A13H. Polarius Way	731.00			
A13I. Sagittarius Place	1,065.00			
A13J. Sagittarius Skyway	1,745.00			
A13L. Virgo Way	547.00			
A13. Contractors - SG Road W...	150.00	14,000.00	-13,850.00	1.1%
Total A13. Contractors - SG Road...	23,390.50	14,000.00	9,390.50	167.1%
Total A00. Roads & Weeds	75,137.99	69,910.00	5,227.99	107.5%
B00. Project Review				
B01. Contractors	195.00	1,000.00	-805.00	19.5%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	195.00	1,375.00	-1,180.00	14.2%

Glastonbury Landowner's Association

2008 Budget Variance Report

October 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	1,900.00	800.00	1,100.00	237.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	1,900.00	900.00	1,000.00	211.1%
D00. Recreation				
D01. Contractors				
D01A. Flood Diversion 2008	150.00			
Total D01. Contractors	150.00			
D03. PVRC				
D03A. PVRC Electricity	477.44	600.00	-122.56	79.6%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	477.44	1,100.00	-622.56	43.4%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	627.44	1,550.00	-922.56	40.5%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%
G00. Liens				
G01. Lien Filing	96.55	250.00	-153.45	38.6%
G03. Administration	146.35	409.00	-262.65	35.8%
G04. Miscellaneous	0.00	1,550.00	-1,550.00	0.0%
Total G00. Liens	242.90	2,209.00	-1,966.10	11.0%
J00. Other Projects				
J03. Procedures Proposal	97.50	2,440.00	-2,342.50	4.0%
J04. Fence Repair High South GI	617.50			
Total J00. Other Projects	715.00	2,440.00	-1,725.00	29.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,145.00	4,000.00	-1,855.00	53.6%
K02. Contractors - Bookkeeper	2,375.30	3,000.00	-624.70	79.2%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	1,705.00	500.00	1,205.00	341.0%
K06. Office Supplies	461.66	950.00	-488.34	48.6%
K07. Postage and Delivery	464.25	800.00	-335.75	58.0%
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K12B. GLA Community Ins	5,777.88	6,100.00	-322.12	94.7%
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Total K00. General Operating Expen...	19,488.60	21,323.00	-1,834.40	91.4%

Glastonbury Landowner's Association

2008 Budget Variance Report

October 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M03. Administration	203.06	890.00	-686.94	22.8%
M04. Postage and Delivery	334.21	386.00	-51.79	86.6%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	732.27	1,551.00	-818.73	47.2%
Reconciliation Discrepancies	0.00			
Total Expense	99,297.50	101,758.00	-2,460.50	97.6%
Net Ordinary Income	1,497.03	-49.80	1,546.83	-3,006.1%
Net Income	**1,497.03**	**-49.80**	**1,546.83**	**-3,006.1%**

10/24/08

The Board of Directors
Glastonbury Landowners Association, Inc.
P.O. Box 312
Emigrant, MT 59027

Re: Request for Clean-up Plan for Parcel 84, South Glastonbury

Dear GLA Board of Directors,

I must unfortunately report and apologize for the fact that circumstances prevent me from being able to travel to Montana to address a neighbor's complaint regarding "eyesore" on our property.

My time has been tied up with our new publishing business as well as a significant amount of time required to care for my very elderly parents. My mother's protracted illness ended in May when she passed away. My father is in greater need of my attention since her loss and is getting weaker every month. I have to travel an hour each way to spend the day with him 3-4 days a week. He recently had his 100th birthday.

I will be forced to postpone my trip to Montana until next year to attend to somehow improving the appearance of our property, which received no complaint until the fire destroyed our "screen" of trees.

Having lived for some time at the end of Venus Way in North Glastonbury, I can appreciate the frustration of neighbors putting up with a *real* eyesore, seeing years go by with nothing being done.

In discussing the situation with my wife, the official property owner, we explored other much simpler and faster ways to improve the appearance. We would like your thoughts on installing Texture 111 (or other type of) siding on the two sides of our storage unit that face the road, as well as moving the travel trailer right alongside the storage unit on the side away from the road to conceal it. This would avoid the significantly longer time and expense (which for us would be much more difficult to obtain) of temporarily moving everything out of our storage unit, building a culvert, also obtaining the removal/relocation of another neighbor's illegal gate on the lower road that blocks our lower lot access from our planned driveway location, moving the unit, and putting everything back inside.

Again, my apologies for not being able to meet our previously stated deadline.

Always Victory,

C David Lundberg

C. David Lundberg
David@whatgodreallywants.com

2008-12-08_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 8, 2008

CONFIDENTIAL – DO NOT COPY

1. **Call to order and opening prayer.**
   The meeting was called to order by Laura Boise at 8:50 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel , Frances Owen, William Smith and Rich Spallone.
   ABSENT: Dan Kehoe, Charlotte Mizzi.and Paul Ranttalo.
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
   Landowners: Chuck and Sally Muto, Bob & Kristi Sones, Phillip Hoag, Debra DeGraaf, Ken DeGraaf

2. **Set Agenda**

3. **Approval of November 3. 2008 Meeting Minutes - Tabled until Jan. 2009 meeting**

4. **Treasurer's Monthly Reports - Budget Variance, Check & Deposit Reports – SS**
   The Board reviewed "Check Detail, November 2008" and "Check Deposit, November 2008" and the "2008 Budget Variance Report, November 2008."
   MOTION: Richard motioned and Janet seconded to approve the Treasurer's reports for November 2008. **Motion carried.** (1 abstention from Sheridan, newly elected to the Board)

5. **Officers' Reports**
   5.1 Executive Committee – LB/RB/SS/JN
   5.1.1 Announce Officer & Committee Positions for 2009
   It was announced that in the private orientation meeting, the Board approved the following Board members to fill officer and committee positions for 2009.

   Officers: President - Laura Boise; Vice President - Richard Bolen; Secretary - Janet Naclerio; Treasurer - Sheridan Stenberg

   Committee Chairs/Members (Note: Approved committee chairs & members, who were absent from the orientation meeting, will be asked to confirm their interest in serving on the committees)

   Community Committee: Chair - Richard Bolen
   Complaints - All Board Members
   Welcoming - Janet Naclerio & Frances w/support from Sheridan Stenberg & Charlene Murphy (GLA bookkeeper)

   Election Committee: Chairs – To Be Determined
   Members - All Board Members

   Executive Committee (Automatically comprised of Board Officers)
   Members - Laura Boise, Richard Bolen, Janet Naclerio & Sheridan Stenberg

File: MtgMins 12 08 08
Draft: 01 02 09; 01 18 09 - FINAL
Approved: 01 12 09

Project Review Committee: Chairs - Alyssa Angelis/Rich Spallone
Members - Gerald Dubiel, Paul Ranttalo
Master Plan Subcommittee: Chairs – Charlotte Mizzi & Dan Kehoe, Jr.
Members - Paul Ranttalo

Road/Weed Committee: Chairs - William Smith/Rich Spallone
Members - Gerald Dubiel, Frances Owen & Paul Ranttalo

Recreation Committee: Chairs – Laura Boise & Janet Naclerio
Members – Charlotte Mizzi

Website Committee: Chairs – Dan Kehoe, Jr.
Members – Alyssa Angelis

Budget Committee: Chair – To Be Determined
Members – Executive Committee, Charlotte Mizzi, Frances Owen w/support from Charlene Murphy (GLA bookkeeper)

5.1.2 January Newsletter Mailing

a. Review contents (i.e. election results, 2009 budget, new Road Policy, hunting information, etc.)

ACTION ITEM: ***Board*** – Determine what form of visitor passes for hunting identification, etc., the GLA will ultimately request of landowners and guests (i.e. stickers, notes of permission, etc.) and announce this in a future newsletter.

Discussion re: January newsletter contents included:

- Hunting information: a) explain that if shooting or suspected shooting is sited on GLA Roads, to report this to the Fish & Game Warden; (b) permission to hunt by a landowner to a guest must be signified by a note on the hunter's windshield; (d) hunters and hikers should wear orange during hunting season;
- Hikers should wear orange reflectors when walking on GLA roads at night
- Clarify again gun shooting policy
- Winter driving tips

b. Mailing Preparation Stuffing Dates

ACTION ITEM: ***Janet*** – Assemble newsletter draft and give to Denise for copying. Determine stuffing date and e-mail a notice to volunteers.

ACTION ITEM: ***Denise*** – Copy newsletter for mailing

c. Volunteers

Sally Muto, Frances and Sheridan

5.1.3 2009 Schedule for Board Meetings - DOK

Denise distributed the 2009 meeting schedule approved on November 3, 2009.

File: MtgMins 12 08 08
Draft: 01 02 09; 01 18 09 - FINAL
Approved: 01 12 09

6. UNFINISHED BUSINESS – Committee Reports
Unfinished items will appear on the January 12, 2009 agenda

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 Lot 25-2/NG, Michael & Sheila Laverty, RV Use Variance Application
The Laverty's requested a variance from the 2-month limitation for guest use of an RV so as to allow their guests to use an RV on their property for approximately 6 months per year. Discussion.
ACTION ITEM: ***Alyssa*** – Request a written statement of opinion (concerning the Laverty's variance request) from the other landowners in the Laverty's subdivision and neighbors who have a view shed of this property. Present this feedback at the January 12, 2009 meeting.

7.1.2 K. Ramp's Locked Gate in High South
Debra DeGraaf and Phillip Hoag inquired about issues involved with K. Ramp's upper South locked gate and limited access to forest land. Discussion.
ACTION ITEM: ***Gerald*** – Research GLA's easement in upper South.
ACTION ITEM: ***Alyssa*** – Contact Richard re: Ramp gate.

7.1.3 Proposal to build gate off of Sagittarius Skyway, High South
Debra DeGraaf and Philip Hoag proposed that the GLA build a gate off of Sagittarius Skyway near the Forest Service's fence. They sited the need for easier access and that the GLA's Covenants confirmed that landowners should be given this type of access to forest land, etc. Discussion.
ACTION ITEM: ***Philip Hoag*** – 2 weeks prior to April 2009 Board Meeting, submit a proposal to the GLA concerning building a fence/gate off of Sagittarius Skyway.

7.2 Election Committee - CM

7.2.1 Review/evaluate annual meeting/ Tabled.

7.3 Community Committee –LB/RB

7.3.1 Complaints re: Hunters in High South Glastonbury

7.3.1.1 Discuss possible solutions
Rich reported that he spoke to Philip and Carol Hanifan and Michael Rosa and also received complaint letters, dated December 7, 2008, from them regarding trespassing/hunting incidents on and near their properties. They reported these incidents to the Fish & Game Warden. Discussion between the Board and the attending landowners included the plan for GLA to mailing hunting guidelines, etc., to the landowners and items listed in *agenda item #5.1.2a* above.
ACTION ITEM: ***Denise*** – Copy Dec. 7, 2008 letters from Hanifan and Rosa and send to Richard and Laura.

File: MtgMins 12 08 08
Draft: 01 02 09; 01 18 09 - FINAL
Approved: 01 12 09

7.4 Road/Weed Committee –WS/RS (Added to Agenda)

7.4.1 Fuel Account for GLA's 2 snow trucks

Rich proposed setting up a charge account for fuel with Sinclair gas station for GLA'S two snow trucks. Discussion .

UNANIMOUS AGREEMENT: The Board approved Rich Spallone setting up a fuel account with Sinclair Gas in Emigrant, to be used for GLA's two snow trucks.

ACTION ITEM: ***Denise*** – Ask Charlene for a contractor agreement that can be set up for Paul Rantallo.

7.4.2 Fire Department to Donate a Second Fire Hydrant to the GLA

Phillip Hoag reported that the DEQ recently approved the Fire Department to donate a hydrant to the GLA once the first hydrant (donated for placement off of Venus Way in North Glastonbury) is installed.

8. Comment Period for Visiting Landowners. (10-15 min.)
See agenda items 7.1.2, 7.1.3 and 7.4.2 above

9. Meeting Adjourned at 9:30 p.m.

10. Next Meeting: January 12, 2009 - St John's Church, 6:45 – 8:30 p.m.

File: MtgMins 12 08 08
Draft: 01 02 09; 01 18 09 - FINAL
Approved: 01 12 09

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

December 8, 2008/ St. John's Church, Emigrant (8:50 - 9:20 p.m.)

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Meeting Minutes Approval: Nov. 3, 2008**
4. **Treasurer's Budget Variance, Check & Deposit Reports –SS**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/CRM/JN**
     - **5.1.1 Announce Officer & Committee Positions for 2009**
     - **5.1.2 January Newsletter Mailing**
       - **a. Review contents (i.e. election results, 2009 budget, new Road Policy, hunting information, etc.)**
       - **b. Mailing Preparation Stuffing Dates**
       - **c. Volunteers**
     - **5.1.3 2009 Schedule for Board Meetings - DOK**
6. **UNFINISHED BUSINESS – Committee Reports**
   Unfinished items will appear on the January 12, 2009 agenda
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Lot 25-2/NG, Michael & Sheila Laverty, RV Use Variance Application**
   - **7.2 Election Committee - CM**
     - **7.2.1 Review/evaluate annual meeting**
   - **7.3 Community Committee –LB/RB**
     - **7.3.1 Complaints re: Hunters in High South Glastonbury**
       - **7.3.1.1 Discuss possible solutions**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Meeting Adjournment; Next Meeting: January 12, 2009 - St John's Church, 6:45 – 9 p.m.**

Glastonbury Landowner's Association

2008 Budget Variance Report

November 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	198.50			
109. Dwelling 2007	3,982.49			
110. NG Dwelling 2008	18,356.88	17,081.04	1,275.84	107.5%
110. SG Dwelling 2008	12,742.35	17,081.04	-4,338.69	74.6%
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
131. Land 2005	132.00			
132. Land 2006	690.10			
133. Land 2007	5,199.48			
134. NG Land 2008	24,327.15	26,377.56	-2,050.41	92.2%
134. SG Land 2008	22,770.34	26,377.56	-3,607.22	86.3%
150. GAV	7,791.00	7,791.00	0.00	100.0%
160. Finance Chrgs Late Accnts	442.87			
161. Penalties Late Accounts	455.61			
Total 100. Parcel Assessment Fees	97,348.77	94,708.20	2,640.57	102.8%
200. Project Review Fees				
201. Application Fee	225.00	475.00	-250.00	47.4%
202. IF - House	250.00	600.00	-350.00	41.7%
203. IF - Structures 200/800sf	400.00	250.00	150.00	160.0%
204. IF - Structures Over 800sf	400.00			
205. IF - Well	75.00	250.00	-175.00	30.0%
206. IF - Driveway	75.00	175.00	-100.00	42.9%
207. IF - Septic	150.00	175.00	-25.00	85.7%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	150.00	600.00	-450.00	25.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	1,825.00	4,000.00	-2,175.00	45.6%
300. Roads				
301. CUT - Road Paving Loan	1,819.06	2,200.00	-380.94	82.7%
Total 300. Roads	1,819.06	2,200.00	-380.94	82.7%
400. Liens				
401. Landowner Filing Fee	150.00			
Total 400. Liens	150.00			
500. Interest Earned				
501. Savings Interest	174.97	300.00	-125.03	58.3%
Total 500. Interest Earned	174.97	300.00	-125.03	58.3%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
701. Miscellaneous	159.00			
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
706. Donation/ Board Training	100.00			
Total 700. Other Income	774.00	500.00	274.00	154.8%
Total Income	108,302.59	101,708.20	6,594.39	106.5%

Glastonbury Landowner's Association

2008 Budget Variance Report

November 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	858.50			
A02B. South Glastonbury	375.00			
A02C. High South Glastonbury	3,202.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Removal - Other	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Removal	5,471.00	5,500.00	-29.00	99.5%
A03. Contractors - Weed Contrl	1,815.00	3,200.00	-1,385.00	56.7%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	1,596.26	1,665.00	-68.74	95.9%
A06. Equipment Mtce				
A06-Truck #2	480.00			
A06. Truck #1	845.73			
A06. Equipment Mtce - Other	581.00	500.00	81.00	116.2%
Total A06. Equipment Mtce	1,906.73	500.00	1,406.73	381.3%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous				
A11A. Fuel	314.92			
A11B. Sand	1,011.39			
A11C. Sign Posts	1,135.81			
A11D. New Truck Loan	5,700.00			
A11. Miscellaneous - Other	445.50	500.00	-54.50	89.1%
Total A11. Miscellaneous	8,607.62	500.00	8,107.62	1,721.5%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	322.00			
A12B. Aries Drive	570.00			
A12C. Capricorn Drive	3,760.00			
A12F. Gemini Road	675.00			
A12H-1. Orion Way Flood	2,434.65			
A12H. Orion Way	324.00			
A12I. Pisces Way	322.00			
A12J. Sirius Drive	660.00			
A12K. Taurus Road	615.00			
A12L. Venus Way	280.00			
A12M. Mercury Lane	280.00			
A12N. Helios Way	322.00			
A12. Contractors - NG Road Wrk - Other	891.50	14,000.00	-13,108.50	6.4%
Total A12. Contractors - NG Road Wrk	11,456.15	14,000.00	-2,543.85	81.8%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,953.00			
A13D. Leo Drive	1,227.00			
A13G-1. Hercules Road Flood	10,660.50			
A13G. Hercules Road	5,312.00			
A13H. Polarius Way	731.00			
A13I. Sagittarius Place	1,065.00			
A13J. Sagittarius Skyway	1,745.00			
A13L. Virgo Way	547.00			
A13. Contractors - SG Road Wrk - Other	431.00	14,000.00	-13,569.00	3.1%
Total A13. Contractors - SG Road Wrk	23,671.50	14,000.00	9,671.50	169.1%
Total A00. Roads & Weeds	84,749.54	69,910.00	14,839.54	121.2%
B00. Project Review				
B01. Contractors	195.00	1,000.00	-805.00	19.5%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	195.00	1,375.00	-1,180.00	14.2%

Glastonbury Landowner's Association

2008 Budget Variance Report

November 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
C00. Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	1,900.00	800.00	1,100.00	237.5%
C05. Miscellaneous	0.00	30.00	-30.00	0.0%
Total C00. Complaints	1,900.00	900.00	1,000.00	211.1%
D00. Recreation				
D01. Contractors				
D01A. Flood Diversion 2008	150.00			
Total D01. Contractors	150.00			
D03. PVRC				
D03A. PVRC Electricity	502.54	600.00	-97.46	83.8%
D03B. PVRC Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	502.54	1,100.00	-597.46	45.7%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	652.54	1,550.00	-897.46	42.1%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%
G00. Liens				
G01. Lien Filing	96.55	250.00	-153.45	38.6%
G03. Administration	185.35	409.00	-223.65	45.3%
G04. Miscellaneous	0.00	1,550.00	-1,550.00	0.0%
Total G00. Liens	281.90	2,209.00	-1,927.10	12.8%
J00. Other Projects				
J03. Procedures Proposal	97.50	2,440.00	-2,342.50	4.0%
J04. Fence Repair High South GI	617.50			
Total J00. Other Projects	715.00	2,440.00	-1,725.00	29.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,587.00	4,000.00	-1,413.00	64.7%
K02. Contractors - Bookkeeper	2,538.80	3,000.00	-461.20	84.6%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	1,705.00	500.00	1,205.00	341.0%
K06. Office Supplies	691.26	950.00	-258.74	72.8%
K07. Postage and Delivery	464.25	800.00	-335.75	58.0%
K08. Monthly Board Meetings	3,171.90	1,850.00	1,321.90	171.5%
K10. Cash Advance	150.00			
K11. Rent				
K11B. Storage/Boxes	240.00	240.00	0.00	100.0%
K11. Rent - Other	387.50	300.00	87.50	129.2%
Total K11. Rent	627.50	540.00	87.50	116.2%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
K12B. GLA Community Ins	5,777.88	6,100.00	-322.12	94.7%
Total K12. Insurance	7,118.88	7,441.00	-322.12	95.7%
K13. Taxes	777.91	317.00	460.91	245.4%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous				
K18A Board Training	200.00			
K18. Miscellaneous - Other	50.00			
Total K18. Miscellaneous	250.00			
Total K00. General Operating Expenses	21,667.50	21,323.00	344.50	101.6%

Glastonbury Landowner's Association

2008 Budget Variance Report

November 2008

	Jan - Dec 08	Budget	$ Over Bud...	% of Budget
M00. Annual Meeting/Elections				
M03. Administration	437.06	890.00	-452.94	49.1%
M04. Postage and Delivery	334.21	386.00	-51.79	86.6%
M05. Refreshments	214.85	200.00	14.85	107.4%
M06. Rent	75.00	75.00	0.00	100.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	1,181.12	1,551.00	-369.88	76.2%
Reconciliation Discrepancies	0.00			
Total Expense	111,600.90	101,758.00	9,842.90	109.7%
Net Ordinary Income	-3,298.31	-49.80	-3,248.51	6,623.1%
Net Income	**-3,298.31**	**-49.80**	**-3,248.51**	**6,623.1%**

2009

2009

2009-01-12_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 12, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura Boise at 7:06 p.m., at St. John's Church.

PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi, Frances Owen, William Smith (arrived approx. 7:30 p.m.) and Rich Spallone

ABSENT: Paul Ranttalo

ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)

Landowners: Bob & Kristi Sones, Sally & Chuck Muto, Val O'Connell & Svend Anderson

2. Set Agenda

3. Meeting Minutes Approval: Nov. 3 and December 8, 2008.

November 3, 2008 Meeting Minutes

MOTION. Richard motioned and Charlotte seconded to approve the November 3, 1008 Meeting Minutes as written. **Motion carried. (2 abstentions: Rich & Frances – absent from that meeting; William was not yet present for this vote.)**

December 8, 2008 Meeting Minutes

MOTION. Janet motioned and Richard seconded to approve the December 8, 2008 Meeting Minutes with amendments. **Motion carried. (2 abstentions: Dan & Charlotte – absent from that meeting.)**

4. Treasurer's Budget Variance, Check & Deposit Reports –SS

4.1 Monthly Reports: Sheridan reviewed "Check Detail, December 2008" and "Check Deposit, December 2008" and the "2008 Budget Variance Report, December 2008." She reported that the bill for the fall grading should arrive in January. Discussion included some changes to the Variance Report. (i.e. Flood diversions should go under Road Maintenance; culvert cost should go under Road Improvement, Miscellaneous; identify what exactly was the cash advance was used for; identify how much the Board personally paid for the $250 Homeowners Class.

UNANIMOUS AGREEMENT: The Board approved the Treasurer's reports for December 2008 with amendments.

ACTION ITEM: ***Sheridan*** - Inform Charlene of the changes the Board would like to make on the December 2008 Variance Report.

File: MtgMins 01 12 09
Draft: 02 14 09-FINAL
Approved: 02 09 09

5. Officers' Reports

5.1 Executive Committee – LB/RB/SSJN

5.1.1 Status of January Newsletter Mailing.

Since the timeline for the newsletter is Jan 15 and Janet hasn't had time to start it (and hasn't received items from the Board) Laura volunteered to draft it.

ACTION ITEM: ***Laura*** – Draft the newsletter w/assistance from Janet & Denise.

ACTION ITEM: ***Board*** – Send newsletter items to Janet & Laura.

5.1.2 Status of Project Form & Project Spreadsheet – DOK/AA

a) Project Form – Denise circulated the Project Form draft which incorporated Board input from the 12/8/08 meeting and requested final input.

ACTION ITEM: ***Denise*** - Update the Project Form and distribute it to the Board at the February 9th meeting.

b) Project Spreadsheet – Tabled.

5.1.3 GLA & Committee Goals for 2009 – Board. Tabled.

ACTION ITEM: ***Board*** – Bring a basic 2009 goal list (for your Office and/or Committee or the Board in general) and bring to the February meeting.

5.1.4 Status of developing storage container policy and junk vehicle policy – RB/LB. Tabled.

6. UNFINISHED BUSINESS – Committee Reports

6.1 Project Review – AA/RS

6.1.1 Sheila & Michael Laverty, Lot 25-2 NG, RV Use Variance Update- AA

Alyssa reported that she reviewed with the Lavertys some of the Board's ideas regarding their application. She will soon begin the process of gathering neighbor feedback.

ACTION ITEM: ***Alyssa*** – Report results of neighborhood feedback regarding Laverty variance application at Feb. 9th meeting.

6.1.2 Update on K. Ramp's Locked Gate in High South - RB Tabled.

6.1.3 Research re: GLA's easement in upper South – GD. Tabled.

ACTION ITEM: ***Gerald*** – Research GLA's easement in upper south; walk along the creek and/or the actual motor vehicle access, etc.

6.3 Community Committee –LB/RB

6.3.1 Landowner Concerns

6.3.1.1 Status of C. Raven dog complaint - RB

Discussion.

File: MtgMins 01 12 09
Draft: 02 14 09-FINAL
Approved: 02 09 09

ACTION ITEM: ***Laura*** – Visit J. Clausen to determine what steps he has taken regarding his barking dog,

6.3.1.2 Status of complaints re: Gelderloos building - AA
Discussion.
ACTION ITEM: ***Laura*** – Follow-up call to complainants re: Gelderloos building and ask if they have contacted the DEQ, and if so, if it has assisted them. Tell complainants that they can also, if they so choose, contact the County Health Dept and the County Planning Dept

6.3.1.3 Status of K. Ullrich 32-D (NG) Eyesore Property ***(added to agenda)***
Bob Sones inquired about the K. Ullrich property eyesore. Discussion
ACTION ITEM: ***Denise*** – Compile background information on K. Ullrich's issue and give to Laura and Richard for review.

6.4 Road/Weed –WS/RS

6.4.1 Establishment of gas account w/ Emigrant Store for snow trucks.- RS
Rich reported that this account was set up for James Trisdale & Paul Ranttalo to use for GLA snow plow use only.
ACTION ITEM: ***Charlene*** – When located, e-mail boiler plate of a contract form to Denise that will be developed into a contract for JT & PR.
ACTION ITEM: ***Rich & Sheridan*** – Review Emigrant Store snow plow gas use card with Burt (store owner) on a monthly basis.

6.4.2 Fall weed spraying expenses – SS
Sheridan reported that Stu's Chemical bill for the fall weed spraying has been paid as that spraying was included in the original bill.

6.4.3 Cost of fall grading for North & South Glastonbury - RS
This bill is expected in January. Discussion
ACTION ITEM: ***William/Rich*** - When grading Arcturus Road this fall, check into cost of adding magnesium chloride to the mix to determine if it will do a better binding job.

6.4.4 Bid from William Irby for 2 wooden signs – WS
William reported that he had contacted W. Irby and was waiting for a bid for the 2 signs.
UNANIMOUS AGREEMENT: The Board agreed that a third sign was needed and it should be placed on Aries/Taurus Road
ACTION ITEM: ***William*** - Follow up with William Irby regarding bid for 3 signs.

6.4.5 Status of permission to post new signs on Church property - CM
ACTION ITEM: ***Laura*** – Work with Denise to compose a letter to the Church regarding permission to place 3 new signs on Church property in North and South

6.5 Website -DK

6.5.1 Research new template for website –DK/AA
ACTION ITEM: ***Dan*** – Send e-mail to the Board members and Denise requesting what features they like to see added to the GLA website or removed from it.

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 Marjorie Lombard, Lot 2A (NG), Well Application - AA
Alyssa reviewed Marjorie Lombard application to drill her own well.
MOTION: Alyssa motioned and William seconded to approve Marjorie Lombard's well application for Lot 2-A (NG) with the condition that the land be reseeded after construction. **Motion carried unanimously.**

7.2 Election Committee

7.2.1 Brief review/evaluation of Annual Meeting
Discussion included that the meeting went well.
ACTION ITEM: ***Denise*** – Add to Election Committee policies and procedures: at the annual meeting, announce in the beginning of the meeting [and place on the agenda] that all landowners are welcome to attend the meeting, etc.

7.2.2 Request for electronic copy of committee reports - DOK
ACTION ITEM: ***Board members who gave reports at Nov. 8 Annual Meeting*** – Send your reports electronically to Denise if you have not already done so.

7.2.3 Quonset Hut - WS ***(added to agenda)***
William reported that he will present a written proposal to the Board concerning the Quonset Hut installation, including how it will be staked out, etc.

8. Comment Period for Visiting Landowners. (5-10 min.)
Landowner Svend Anderson inquired about an issue regarding water rights, over which the GLA has no jurisdiction. William Smith volunteered to meet privately with Svend and invited Svend to contact him to further discuss the issue.

9. Meeting Adjourned at 9:05 p.m.; Next Meeting: February 9, 2009 - St John's Church.

File: MtgMins 01 12 09
Draft: 02 14 09-FINAL
Approved: 02 09 09

2009-01-12_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

January 12, 2009/ St. John's Church, Emigrant (6:45 – 8:30 pm)

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Meeting Minutes Approval: Nov. 3 and December 8, 2008**
4. **Treasurer Reports –SS**
   - **4.1 Budget Variance, Check & Deposit Reports – SS**
   - **4.2 Proposed Message to post on January Assessment Statements-SS/DOK**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/SS/JN**
     - **5.1.1 Status of January Newsletter Mailing**
     - **5.1.2 Status of Project Form & Project Spreadsheet – DOK/AA**
     - **5.1.3 GLA & Committee Goals for 2009 - Board**
     - **5.1.4 Status of developing storage container policy and junk vehicle policy – RB/LB**
6. **UNFINISHED BUSINESS – Committee Reports**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 Sheila and Michael Laverty, Lot 25-2 NG, RV Use Variance Update - AA**
     - **6.1.2 Update on K. Ramp's Locked Gate in High South - RB**
     - **6.1.3 Research re: GLA's easement in upper South.- GD**
   - **6.3 Community Committee –LB/RB**
     - **6.3.1 Landowner Concerns**
       - **6.3.1.1 Status of C. Raven dog complaint - RB**
       - **6.3.1.2 Status of complaints re: Gelderloos building - AA**
   - **6.4 Road/Weed –WS/RS**
     - **6.4.1 Establishment of Sinclair gas account for snow trucks.- RS**
     - **6.4.2 Fall weed spraying and grading expenses – SS**
     - **6.4.3 Cost of fall grading for North & South Glastonbury - RS**
     - **6.4.4 Bid from William Irby for 2 wooden signs – WS**
     - **6.4.5 Status of permission to post new signs on Church property - CM**
   - **6.5 Website -DK**
     - **6.5.1 Research new template for website –DK/AA**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Marjorie Lombard, Lot 2A NG, Well Application - AA**
   - **7.2 Election Committee**
     - **7.2.1 Brief review/evaluation of Annual Meeting**
     - **7.2.2 Request for electronic copy of committee reports - DOK**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Meeting Adjournment; Next Meeting: February 9, 2009 - St John's Church, 6:45 – 8:30 p.m.**

02/04/09

Glastonbury Landowner's Association

2008 Budget Variance Report

January- December 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	198.50			
109. Dwelling 2007	4,042.49			
110. NG Dwelling 2008	18,599.88	17,081.04	1,518.84	108.9%
110. SG Dwelling 2008	12,901.35	17,081.04	-4,179.69	75.5%
128. Land 2002	20.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
131. Land 2005	132.00			
132. Land 2006	690.10			
133. Land 2007	5,259.48			
134. NG Land 2008	24,570.15	26,377.56	-1,807.41	93.1%
134. SG Land 2008	23,009.34	26,377.56	-3,368.22	87.2%
150. GAV	7,791.00	7,791.00	0.00	100.0%
160. Finance Chrgs Late Accnts	442.87			
161. Penalties Late Accounts	455.61			
Total 100. Parcel Assessment Fees	98,352.77	94,708.20	3,644.57	103.8%
200. Project Review Fees				
201. Application Fee	225.00	475.00	-250.00	47.4%
202. IF - House	250.00	600.00	-350.00	41.7%
203. IF - Structures 200/800sf	400.00	250.00	150.00	160.0%
204. IF - Structures Over 800sf	400.00			
205. IF - Well	75.00	250.00	-175.00	30.0%
206. IF - Driveway	75.00	175.00	-100.00	42.9%
207. IF - Septic	150.00	175.00	-25.00	85.7%
208. IF - Package	0.00	1,025.00	-1,025.00	0.0%
209. IF - Mobile Home	100.00	200.00	-100.00	50.0%
210. IF - Subdivison	150.00	600.00	-450.00	25.0%
214. IF - Major Variance	0.00	250.00	-250.00	0.0%
Total 200. Project Review Fees	1,825.00	4,000.00	-2,175.00	45.6%
300. Roads				
301. CUT - Road Paving Loan	1,819.06	2,200.00	-380.94	82.7%
Total 300. Roads	1,819.06	2,200.00	-380.94	82.7%
400. Liens				
401. Landowner Filing Fee	150.00			
Total 400. Liens	150.00			
500. Interest Earned				
501. Savings Interest	187.22	300.00	-112.78	62.4%
Total 500. Interest Earned	187.22	300.00	-112.78	62.4%
600. Reimbursed Expenses				
601. Reimbursement Master Plan	6,210.79			
Total 600. Reimbursed Expenses	6,210.79			
700. Other Income				
701. Miscellaneous	159.00			
703. Website Reality Listing	15.00			
705. Donation for copier	500.00	500.00	0.00	100.0%
706. Donation/ Board Training	100.00			
Total 700. Other Income	774.00	500.00	274.00	154.8%
Total Income	109,318.84	101,708.20	7,610.64	107.5%

GLA 02566

Glastonbury Landowner's Association

2008 Budget Variance Report

January- December 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	1,238.00			
A02B. South Glastonbury	567.50			
A02C. High South Glastonbury	3,202.50			
A02F. High Sagittarius Skyway	1,035.00			
A02. Contractors - Snow Removal - ...	0.00	5,500.00	-5,500.00	0.0%
Total A02. Contractors - Snow Removal	6,043.00	5,500.00	543.00	109.9%
A03. Contractors - Weed Contrl	1,815.00	3,200.00	-1,385.00	56.7%
A04. Travel	0.00	200.00	-200.00	0.0%
A05. Equipment Reg & Ins	1,596.26	1,665.00	-68.74	95.9%
A06. Equipment Mtce				
A06. Truck #1	865.73			
A06. Truck #2	500.00			
A06. Equipment Mtce - Other	581.00	500.00	81.00	116.2%
Total A06. Equipment Mtce	1,946.73	500.00	1,446.73	389.3%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	0.00	120.00	-120.00	0.0%
A11. Miscellaneous				
A11A. Fuel	409.95			
A11B. Sand	1,011.39			
A11C. Sign Posts	1,135.81			
A11D. New Truck Loan	6,250.00			
A11. Miscellaneous - Other	445.50	500.00	-54.50	89.1%
Total A11. Miscellaneous	9,252.65	500.00	8,752.65	1,850.5%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	322.00			
A12B. Aries Drive	570.00			
A12C. Capricorn Drive	3,760.00			
A12F. Gemini Road	675.00			
A12H-1. Orion Way Flood	2,584.65			
A12H. Orion Way	324.00			
A12I. Pisces Way	322.00			
A12J. Sirius Drive	660.00			
A12K. Taurus Road	615.00			
A12L. Venus Way	280.00			
A12M. Mercury Lane	280.00			
A12N. Helios Way	322.00			
A12. Contractors - NG Road Wrk - Ot...	891.50	14,000.00	-13,108.50	6.4%
Total A12. Contractors - NG Road Wrk	11,606.15	14,000.00	-2,393.85	82.9%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,953.00			
A13D. Leo Drive	1,227.00			
A13G-1. Hercules Road Flood	10,660.50			
A13G. Hercules Road	5,312.00			
A13H. Polarius Way	731.00			
A13I. Sagittarius Place	1,065.00			
A13J. Sagittarius Skyway	1,745.00			
A13L. Virgo Way	547.00			
A13. Contractors - SG Road Wrk - Ot...	431.00	14,000.00	-13,569.00	3.1%
Total A13. Contractors - SG Road Wrk	23,671.50	14,000.00	9,671.50	169.1%
A14. Roads/Common Land Ins	5,777.88	6,100.00	-322.12	94.7%
Total A00. Roads & Weeds	91,934.45	76,010.00	15,924.45	121.0%
B00. Project Review				
B01. Contractors	195.00	1,000.00	-805.00	19.5%
B04. Administration	0.00	275.00	-275.00	0.0%
B05. Legal Fees	0.00	100.00	-100.00	0.0%
Total B00. Project Review	195.00	1,375.00	-1,180.00	14.2%

Glastonbury Landowner's Association

2008 Budget Variance Report

January- December 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
C00. Community/Complaints				
C01. Contractors	0.00	70.00	-70.00	0.0%
C04. Legal Fees	1,900.00	800.00	1,100.00	237.5%
C05. Miscellaneous/copies	0.00	30.00	-30.00	0.0%
Total C00. Community/Complaints	1,900.00	900.00	1,000.00	211.1%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	527.64	600.00	-72.36	87.9%
D03B. PVRC Liability Insurance	0.00	500.00	-500.00	0.0%
Total D03. PVRC	527.64	1,100.00	-572.36	48.0%
D06. Miscellaneous	0.00	450.00	-450.00	0.0%
Total D00. Recreation	527.64	1,550.00	-1,022.36	34.0%
F00. Website				
F01. Contractors - Dev & Mtce	126.67	400.00	-273.33	31.7%
F02. URL/Domain Fee	128.63	100.00	28.63	128.6%
F04. Miscellaneous	3.00			
Total F00. Website	258.30	500.00	-241.70	51.7%
G00. Liens				
G01. Lien Filing	96.55	250.00	-153.45	38.6%
G03. Administration	185.35	409.00	-223.65	45.3%
G04. Credit Report Research	0.00	1,550.00	-1,550.00	0.0%
Total G00. Liens	281.90	2,209.00	-1,927.10	12.8%
J00. Other Projects				
J03. Procedures Proposal	97.50	2,440.00	-2,342.50	4.0%
J04. Fence Repair High South GI	617.50			
Total J00. Other Projects	715.00	2,440.00	-1,725.00	29.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,587.00	4,000.00	-1,413.00	64.7%
K02. Contractors - Bookkeeper	2,772.50	3,000.00	-227.50	92.4%
K03. Contractors - Accountant	120.00	105.00	15.00	114.3%
K04. Contractors - Database	0.00	750.00	-750.00	0.0%
K05. Contractors - Attorney	1,705.00	500.00	1,205.00	341.0%
K06. Office Supplies	763.03	950.00	-186.97	80.3%
K07. Postage and Delivery	464.25	800.00	-335.75	58.0%
K08. Monthly Board Meetings	3,171.90	1,850.00	1,321.90	171.5%
K10. Cash Advance	150.00			
K11. Rent				
K11B. Storage/Boxes	240.00	240.00	0.00	100.0%
K11. Rent - Other	387.50	300.00	87.50	129.2%
Total K11. Rent	627.50	540.00	87.50	116.2%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	777.91	317.00	460.91	245.4%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K17. Equipment Purchases	1,450.00	1,000.00	450.00	145.0%
K18. Miscellaneous				
K18A Board Training	200.00			
K18. Miscellaneous - Other	50.00			
Total K18. Miscellaneous	250.00			
Total K00. General Operating Expenses	16,195.09	15,223.00	972.09	106.4%

GLA 02568

Glastonbury Landowner's Association

2008 Budget Variance Report

January- December 2008

	Jan - Dec 08	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M03. Administration	437.06	890.00	-452.94	49.1%
M04. Postage and Delivery	334.21	386.00	-51.79	86.6%
M05. Refreshments	214.85	200.00	14.85	107.4%
M06. Rent	75.00	75.00	0.00	100.0%
M08. Copies	120.00			
Total M00. Annual Meeting/Elections	1,181.12	1,551.00	-369.88	76.2%
Reconciliation Discrepancies	0.00			
Total Expense	113,188.50	101,758.00	11,430.50	111.2%
Net Ordinary Income	-3,869.66	-49.80	-3,819.86	7,770.4%
Net Income	-3,869.66	-49.80	-3,819.86	7,770.4%

2009-02-09_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 9, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura Boise at 7:05 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Richard Bolen (Vice-President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi, Paul Ranttalo, William Smith & Rich Spallone.
ABSENT: Frances Owen; William left meeting at 7:50 p.m.
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
LANDOWNERS/GUESTS: Bob & Kristi Sones, William Irby, Edwin Johnson, Greg Lynch, Svend Anderson, Ken DeGraaf, Debbie De Graaf, Ian Scott & Val O'Connell.

2. Set Agenda

3. Meeting Minutes Approval: January 12, 2009.

MOTION: Dan motioned and Janet seconded to approve the January 12, 2009 Meeting Minutes as written. **Motion carried.** (1 abstention-Paul, who was absent)

4. Treasurer's Budget Variance, Check & Deposit Reports –SS

4.1 Monthly Reports: Sheridan reviewed "Check Detail, January 2009" and "Check Deposit, January 2009" and the "Budget Variance Report, January 2009."
UNANIMOUS AGREEMENT: The Board approved the above reports.

4.1.1 Status of changes to December Variance Report - SS
Sheridan reported that the Board requested changes were completed.

4.1.2 Monthly status of snow plow gas card – SS/RS
The total gas card charges for the past 3 months came to $60.

5. Officers' Reports

5.1 Executive Committee - LB/RB/SS/JN

5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA Tabled.

5.1.2 GLA & Committee Goals for 2009 - Board
Discussion of possible goals included: a fundraiser for the Recreation Committee and researching the collection agency process for collecting past due assessments. Executive Committee goals will be reviewed at the March meeting.

5.1.3 Status of developing storage container policy and junk vehicle policy – RB/LB. Tabled.

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 Update: Sheila/Michael Laverty, Lot 25-2 NG, RV Use Variance - AA Tabled.

6.1.2 Update: K. Ramp's Locked Gate in High South – RB. Tabled
ACTION ITEM: ***Denise*** – Further research history regarding Ramp gate.

File: MtgMins 02 09 09
Draft: 04 08 09 -FINAL
Approved: 04 06 09

6.1.3 Research re: GLA's easement in upper South – GD

Gerald distributed copies of the easement maps and materials concerning Parcels 95, 96 and 97 plus Section 8.03-A of the GLA Covenants, which describes the easement. Discussion included the suggestion that an access gate to forest land is needed at the end of Sagittarius, where there is a turn around/cul de sac.

ACTION ITEM: ***William*** – Contact Neil Kremer re: the possibility of constructing a gate at the end of Sagittarius.

6.2 Community Committee –LB/RB

6.2.1 Landowner Concerns

6.2.1.1 Status of contact w/R. Clausen re: C. Raven complaint concerning his dogs - RB

Laura reported that Clausen told her that he had not received any further complaints from C. Raven regarding his dogs. Discussion.

ACTION ITEM: ***Denise*** – Ask Charlene to forward C. Raven's phone number to Richard.

ACTION ITEM: ***Richard*** – Call C. Raven & inquire about complaint status.

6.2.1.2 Status of complaints re: Pouwel Gelderloos NG building - LB

Discussion with complainants, Debbie & Ken DeGraaf, who were in attendance at the meeting, included that their main concerns about Pouwel's building were the placement of the well and septic systems and that the building may be too close to the creek, windmill and the property line of neighbor, William House.

ACTION ITEM: Alyssa – Write up a statement from the GLA to Pouwel which explains that based on his action of his proceeding to build after receiving GLA approval for his project, it implied his acceptance of the GLA conditions included in the approval. This statement will eventually be included in a letter to Pouwel from the GLA.

ACTION ITEM: ***Laura*** - Ask W. House to submit a formal written complaint (previously expressed via phone) concerning Pouwel's building.

6.2.1.3 Status of K. Ullrich's Parcel 32-D (NG) clean-up and recent complaint - LB Discussion.

ACTION ITEM: ***Richard/Laura*** - Review Ullrich issue.

ACTION ITEM; ***Gerald*** - Make photo copies of plat maps of K. Ullrich's property, Parcel 32-D.

6.4 Road/Weed –WS/RS

6.4.1 Cost of fall grading for North & South Glastonbury - RS

The GLA has not yet received this bill from Mike Adkins.

File: MtgMins 02 09 09
Draft: 04 08 09 -FINAL
Approved: 04 06 09

6.4.2 Bid from William Irby for 3 wooden signs – WS
William Irby presented his own bids plus bids from 3 other businesses.
ACTION ITEM: ***Rich*** – Take William Irby's sign proposal to the Road Committee and determine the total cost, including posts. Bring a final proposal from the Committee to the March Board meeting for Board vote.

6.4.3 Discuss N. Glastonbury Fridley Creek water rights issue
Edwin Johnson reviewed his understanding concerning the past and current history of Church Universal and Triumphant's water rights on Fridley Creek in relation to Trout Unlimited's request to acquire them He suggested that individuals who wish to give their comments or input regarding the Fridley Creek water rights issue may want to contact the Church's Elders, etc.
ACTION ITEM: ***Denise*** – Copy materials in folder submitted by Edwin Johnson for William Smith to review, etc.

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance - AA
Review included: (1) Pouwel submitted a copy (not the original) of his application, which would create a fifth lot on Parcel 33; (2) Pouwel is requesting a variance to the minimum lot size, and; (3) As co-owner of Lot 33, Miriam Gelderloos will also need to sign Pouwel's original application to the GLA, etc.
ACTION ITEM: ***Gerald*** – (1) Acquire Pouwel's original project application to the GLA, and; (2) Contact Miriam and, if she agrees with the project described, ask her to place her signature on the original application.

7.2 Road/Weed –WS/RS

7.2.1 Letter requesting permission to post new signs on Church property - LB/DOK
ACTION ITEM: ***William*** – Give descriptions of areas for posting signs to LB&DOK.

7.3 Website -DK

7.3.1 Research new template for website –DK/AA

7.3.1.1 Report re: Board response regarding website features - DK
Dan reported he e-mailed website features to Board for response. Discussion.
ACTION ITEM: ***Dan/Alyssa*** – Implement new template for website.

8. Comment Period for Visiting Landowners. (5-10 min.)

9. Meeting Adjourned at 8:50 p.m.; Next Meeting: March 9, 2009, St John's Church.

File: MtgMins 02 09 09
Draft: 04 08 09 -FINAL
Approved: 04 06 09

2009-02-09_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

February 9, 2009/ St. John's Church, Emigrant (6:45 – 8:30 pm)

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Meeting Minutes Approval: January 12, 2009**
4. **Treasurer Reports –SS**
   - **4.1 Budget Variance, Check & Deposit Reports – SS**
     - **4.1.1 Status of changes to December Variance Report - SS**
     - **4.1.2 Monthly status of snow plow gas card – SS/RS**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/SS/JN**
     - **5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA**
     - **5.1.2 GLA & Committee Goals for 2009 - Board**
     - **5.1.3 Status of developing storage container policy and junk vehicle policy – RB/LB**
6. **UNFINISHED BUSINESS**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 Upate: Sheila/Michael Laverty, Lot 25-2 NG, RV Use Variance - AA**
     - **6.1.2 Update: K. Ramp's Locked Gate in High South - RB**
     - **6.1.3 Research re: GLA's easement in upper South - GD**
   - **6.2 Community Committee –LB/RB**
     - **6.2.1 Landowner Concerns**
       - **6.2.1.1 Status of contact w/R. Clausen re: C. Raven complaint concerning his dogs - RB**
       - **6.2.1.2 Status of complaints re: P. Gelderloos NG building - LB**
       - **6.2.1.3 Status of K. Ullrich's Parcel 32-D (NG) clean-up and recent complaint - LB**
   - **6.4 Road/Weed –WS/RS**
     - **6.4.1 Cost of fall grading for North & South Glastonbury - RS**
     - **6.4.2 Bid from William Irby for 3 wooden signs – WS**
     - **6.4.3 Discuss N. Glastonbury Fridley Creek water rights issue**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance - AA**
   - **7.2 Road/Weed –WS/RS**
     - **7.2.1 Letter requesting permission to post new signs on Church property - LB/DOK**
   - **7.3 Website -DK**
     - **7.3.1 Research new template for website –DK/AA**
       - **7.3.1.1 Report re: Board response regarding website features - DK**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Meeting Adjournment; Next Meeting: March 9, 2009 - St John's Church, 6:45 – 8:30 p.m.**

Glastonbury Landowner's Association

2009 Budget Variance Report

January 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	59.00			
110. NG Dwelling 2008	285.93			
110. SG Dwelling 2008	144.20			
111. NG Dwelling 2009	6,759.00	20,880.00	-14,121.00	32.4%
111. SG Dwelling 2009	6,098.00	16,687.00	-10,589.00	36.5%
133. Land 2007	204.00			
134. NG Land 2008	279.50			
134. SG Land 2008	502.43			
135. NG Land 2009	9,315.00	32,190.00	-22,875.00	28.9%
135. SG Land 2009	11,676.50	26,346.00	-14,669.50	44.3%
150. GAV	2,131.50	8,526.00	-6,394.50	25.0%
160. Finance Chrgs Late Accnts	30.77			
161. Penalties Late Accounts	26.95			
Total 100. Parcel Assessment Fees	37,512.78	104,629.00	-67,116.22	35.9%
200. Project Review Fees				
201. Application Fee	0.00	250.00	-250.00	0.0%
202. IF - House	0.00	300.00	-300.00	0.0%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	0.00	0.00	0.00	0.0%
205. IF - Well	0.00	125.00	-125.00	0.0%
206. IF - Driveway	0.00	85.00	-85.00	0.0%
207. IF - Septic	0.00	85.00	-85.00	0.0%
208. IF - Package	0.00	500.00	-500.00	0.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	0.00	100.00	-100.00	0.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	0.00	1,995.00	-1,995.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	0.00	2,200.00	-2,200.00	0.0%
Total 300. Roads	0.00	2,200.00	-2,200.00	0.0%
500. Interest Earned	0.00	300.00	-300.00	0.0%
Total Income	37,512.78	109,124.00	-71,611.22	34.4%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02C. High South Glastonbury	550.00			
A02F. High Sagittarius Skyway	400.00			
A02. Contractors - Snow Removal - Other	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Removal	950.00	6,500.00	-5,550.00	14.6%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A05. Equipment Reg & Ins	1,112.00	2,500.00	-1,388.00	44.5%
A06. Equipment Mtce				
A06. Truck #1	52.50			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	52.50	1,000.00	-947.50	5.3%
A08. Road Improvement Loan	0.00	30,225.00	-30,225.00	0.0%
A11. Miscellaneous				
A11A. Fuel	121.05	800.00	-678.95	15.1%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	550.00	7,000.00	-6,450.00	7.9%
A11E. Quonset Hut Asset Expense	1,500.00	5,000.00	-3,500.00	30.0%
Total A11. Miscellaneous	2,171.05	13,300.00	-11,128.95	16.3%

Glastonbury Landowner's Association

2009 Budget Variance Report

January 2009

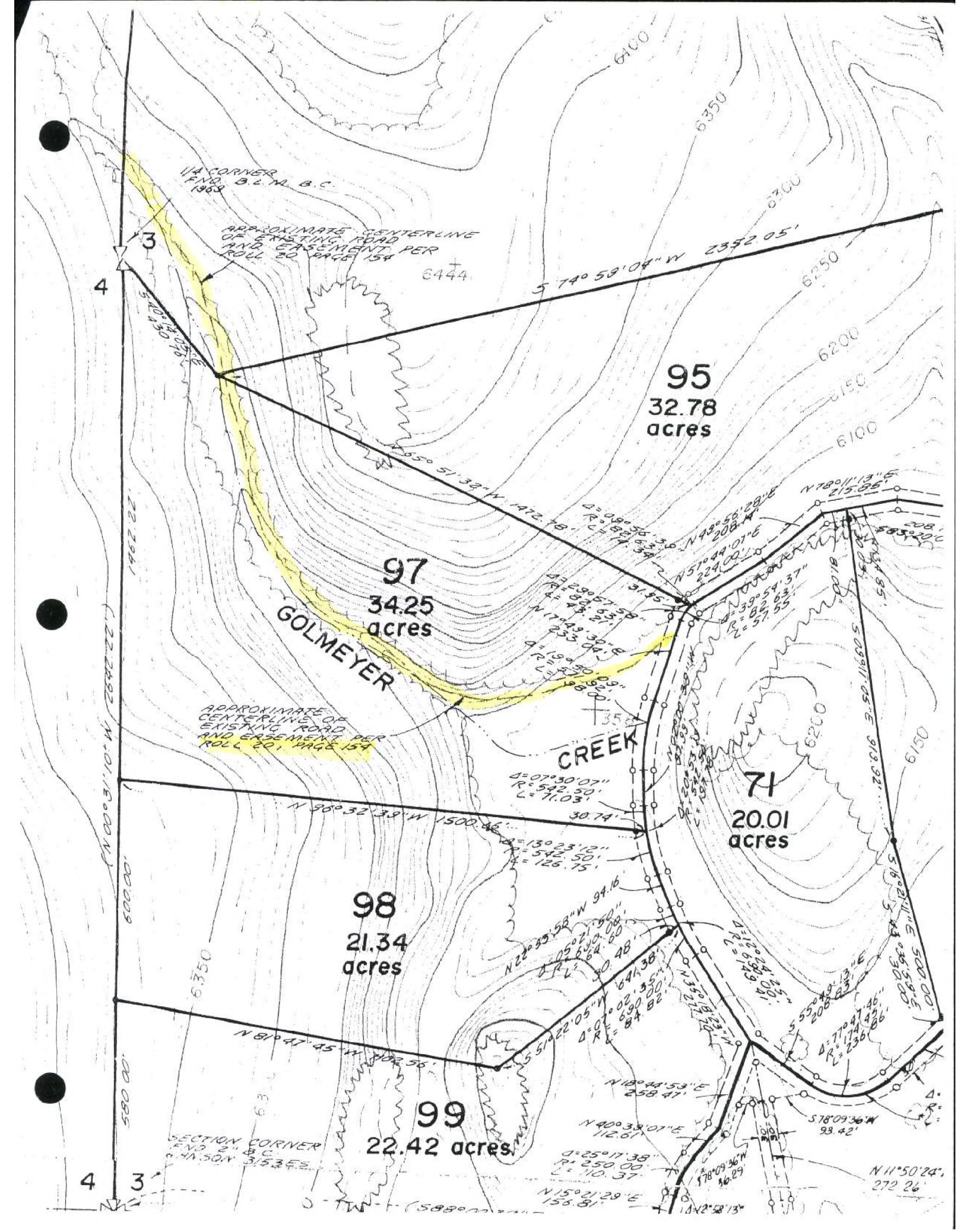
	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	310.00	-310.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	10,000.00	-10,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	10,310.00	-10,310.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	10,000.00	-10,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	10,310.00	-10,310.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	4,285.55	84,373.00	-80,087.45	5.1%
B00. Project Review				
B01. Contractors	0.00	500.00	-500.00	0.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	0.00	675.00	-675.00	0.0%
C00-1 Legal Fees Contingency Fu	0.00	4,000.00	-4,000.00	0.0%
C00. Community/Complaints				
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	0.00	150.00	-150.00	0.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	25.85	600.00	-574.15	4.3%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
Total D03. PVRC	25.85	1,370.00	-1,344.15	1.9%
Total D00. Recreation	25.85	1,370.00	-1,344.15	1.9%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	400.00	-400.00	0.0%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	0.00	900.00	-900.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	4,000.00	-4,000.00	0.0%
K02. Contractors - Bookkeeper	338.10	3,000.00	-2,661.90	11.3%
K03. Contractors - Accountant	0.00	120.00	-120.00	0.0%
K06. Office Supplies	0.00	750.00	-750.00	0.0%
K07. Postage and Delivery	268.98	895.00	-626.02	30.1%
K08. Monthly Board Meetings	0.00	2,132.00	-2,132.00	0.0%
K11. Rent				
K11A Special Mtgs	0.00	540.00	-540.00	0.0%
Total K11. Rent	0.00	540.00	-540.00	0.0%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,341.00	-1,341.00	0.0%
Total K12. Insurance	0.00	1,341.00	-1,341.00	0.0%

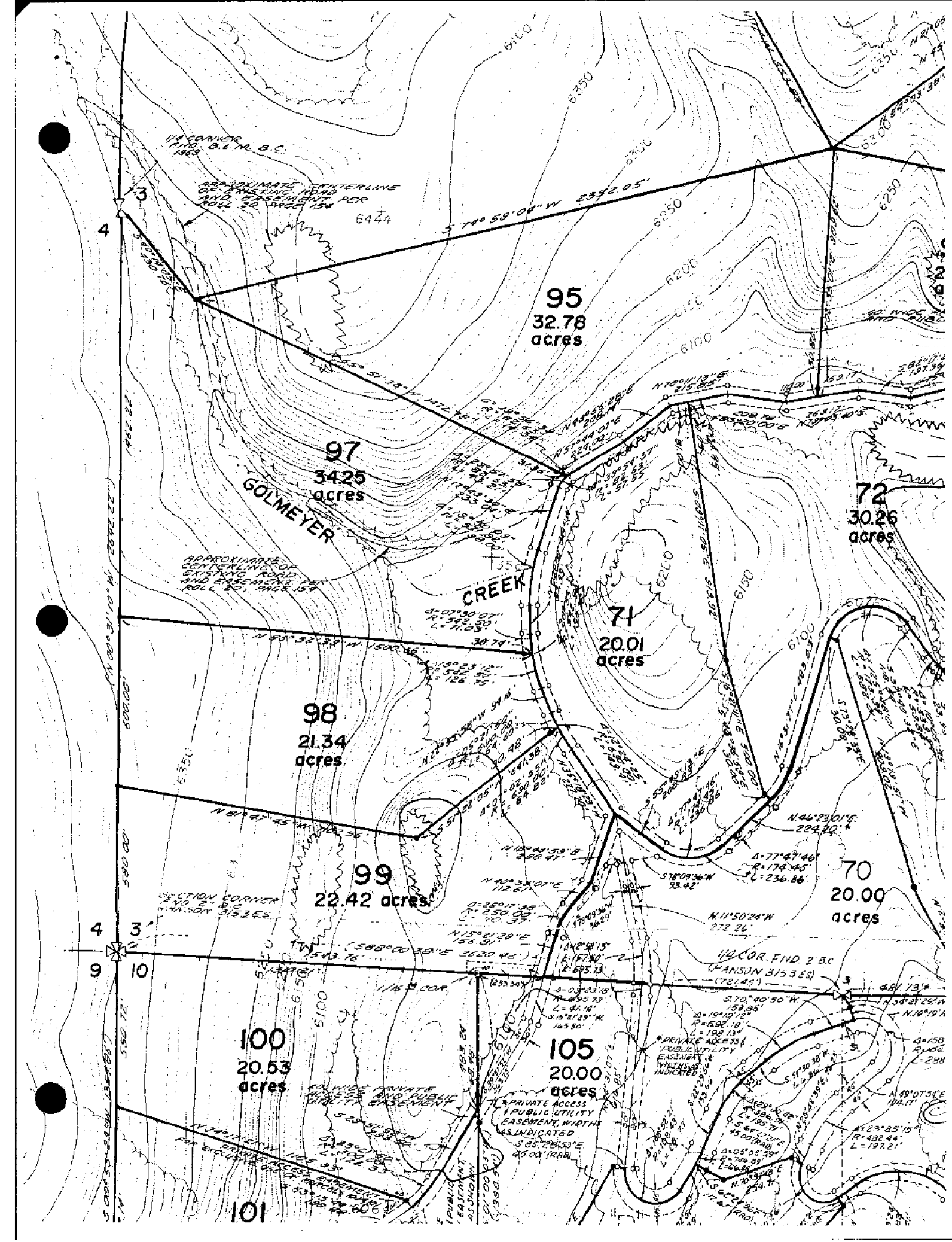
Glastonbury Landowner's Association

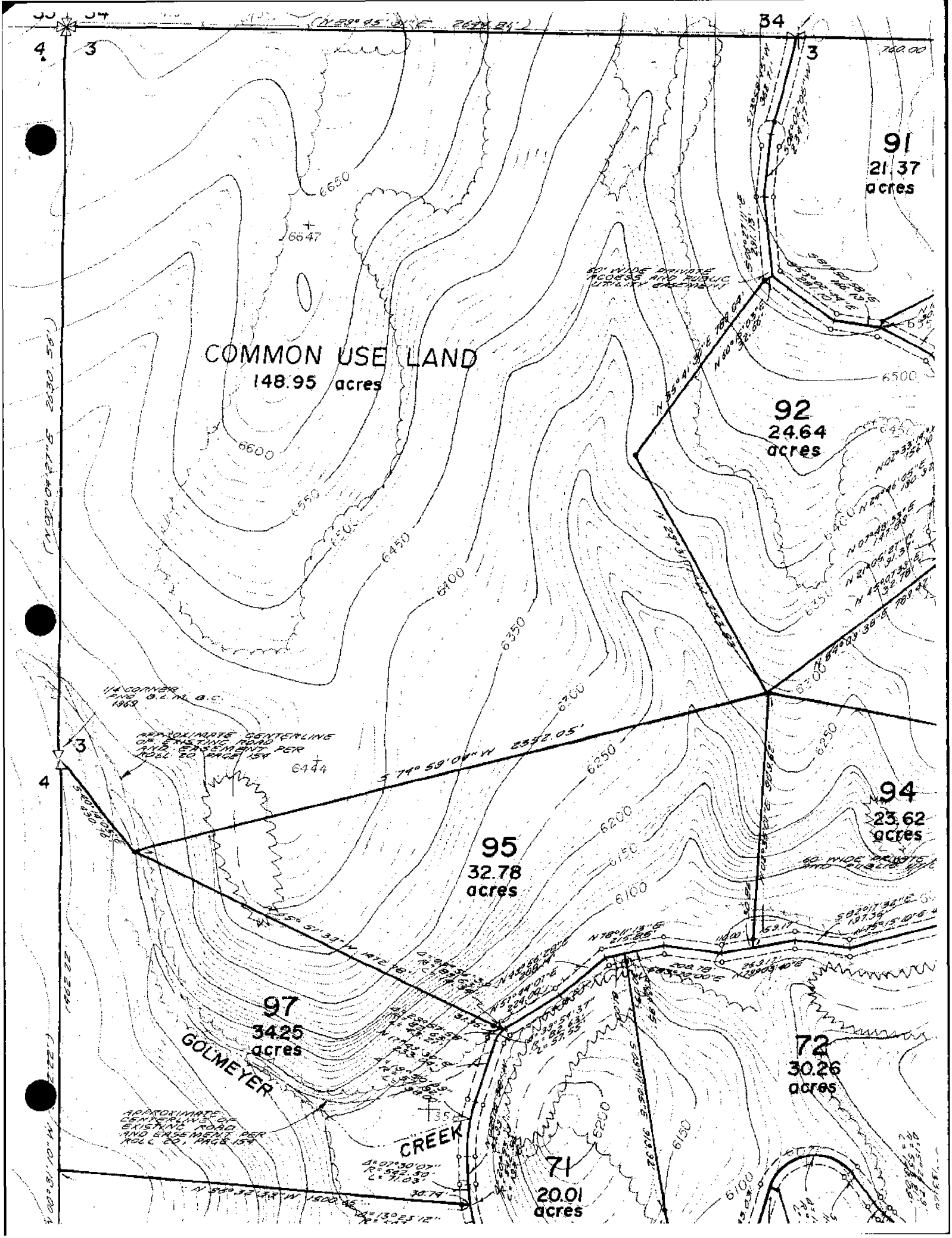
2009 Budget Variance Report

January 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
Total K00. General Operating Expenses	607.08	13,165.00	-12,557.92	4.6%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,551.00	-1,551.00	0.0%
Total Expense	4,918.48	109,124.00	-104,205.52	4.5%
Net Ordinary Income	32,594.30	0.00	32,594.30	100.0%
Net Income	**32,594.30**	**0.00**	**32,594.30**	**100.0%**


1/4 CORNER
FND. B.L.M. B.C.
1969
APPROXIMATE CENTERLINE OF EXISTING ROAD AND EASEMENT PER ROLL 30 PAGE 154
APPROXIMATE CENTERLINE OF EXISTING ROAD AND EASEMENT PER ROLL 20, PAGE 154
GOLMEYER
CREEK
95
32.78
acres
97
34.25
acres
98
21.34
acres
99
22.42 acres
71
20.01
acres
SECTION CORNER
FND. 2" B.C.
S.W. 50 N. 3.53 E.
3
4
3
4
6444
6400
6350
6300
6250
6200
6150
6100
6200
6150
6350
S 74° 59' 04" W 2352.05'
N 65° 51' 32" W 1472.78'
N 00° 13' 01" W 2782.22'
N 89° 46' 59" E 5280.00'
S 00° 13' 01" E 2782.22'
N 56° 32' 39" W 1500.46'
N 81° 47' 45" W 908.36'
S 51° 22' 05" W
N 78° 11' 13" E 215.85'
N 42° 56' 28" E 208.41'
N 51° 44' 01" E 224.00'
N 39° 54' 37" E 82.63'
R = 57.55'
S 09° 11' 45" E 918.98'
S 16° 02' 11" E 500.00'
S 55° 49' 13" E 208.83'
N 11° 50' 24" E 272.26'
N 15° 21' 29" E 156.81'
N 40° 38' 01" E 112.07'
N 18° 44' 53" E 258.47'
S 78° 09' 36" W 93.42'
S 78° 09' 36" W 96.29'
Δ = 07° 30' 07"
R = 542.50'
L = 71.03'
Δ = 130° 23' 12"
R = 542.50'
L = 126.75'
Δ = 05° 21' 50"
R = 690.00'
L = 64.60'
Δ = 07° 02' 35"
R = 690.00'
L = 84.82'
Δ = 25° 17' 38"
R = 250.00'
L = 110.37'
Δ = 07° 47' 46"
R = 174.45'
L = 236.86'
Δ = 29° 57' 58"
R = 633.27'
N 17° 49' 30" E 233.04'
Δ = 12° 41' 50"
R = 900.09'
30.74'
31.45'
N 22° 33' 58" W 94.16'
N 35° 08' 23" W 210.20'
N 22° 33' 58" W 641.38'
S 51° 22' 05" W 908.36'
N 00° 13' 01" W 5280.00'
5280.00'
1462.22'
1462.22'
590.00'
590.00'
6350
6350
6300
6200
6150
6100
208.41'
208.41'
208.41'


95
32.78
acres
97
34.25
acres
GOLMEYER
CREEK
71
20.01
acres
72
30.26
acres
98
21.34
acres
99
22.42 acres
70
20.00
acres
100
20.53
acres
105
20.00
acres
101
APPROXIMATE CENTERLINE OF EXISTING ROAD AND EASEMENT PER ROLL 20, PAGE 154
APPROXIMATE CENTERLINE OF EXISTING ROAD AND EASEMENT PER ROLL 30, PAGE 154
1/4 CORNER FND. B.L.M. B.C. 1963
1/4 COR. FND 2" B.C. (HANSON 3153 ES)
SECTION CORNER FND 2" B.C. HANSON 3153 ES
60' WIDE PRIVATE ACCESS AND PUBLIC UTILITY EASEMENT
* PRIVATE ACCESS & PUBLIC UTILITY EASEMENT WIDTHS AS INDICATED
S 74° 59' 09" W 2372.05'
N 45° 51' 35" W 1472.76'
N 88° 32' 39" W 1500.36'
N 87° 47' 45" W 1508.36'
N 46° 23' 01" E 224.70'
N 11° 50' 24" W 272.24'
S 88° 00' 38" E 2620.42'
S 00° 11' 00" E 1398.54'
N 00° 11' 00" W 1401.22'
N 00° 11' 00" W 1401.22'
S 00° 11' 00" E 1398.54


COMMON USE LAND
148.95 acres
91
21.37
acres
92
24.64
acres
94
23.62
acres
95
32.78
acres
97
34.25
acres
71
20.01
acres
72
30.26
acres
GOLMEYER CREEK
60' WIDE PRIVATE ACCESS AND PUBLIC UTILITY EASEMENT
APPROXIMATE CENTERLINE OF EXISTING ROAD AND EASEMENT PER ROLL 20 PAGE 154
APPROXIMATE CENTERLINE OF EXISTING ROAD AND EASEMENT PER ROLL 20, PAGE 154
S 74° 59' 04" W 2392.05'
N 74° 59' 04" E 2392.05'
N 45° 51' 39" W 1412.78'
N 89° 45' 34" E 2694.84'
S 00° 14' 26" E 1320.00'
N 00° 14' 26" W 1320.00'
S 89° 45' 34" W 2640.00'
N 00° 14' 26" W 1320.00'
S 89° 45' 34" W 1500.46'
6650
6600
6550
6500
6450
6400
6350
6300
6250
6200
6150
6100
6647
6444
6500
6400
6350
6300
6250
6200
6150
6100
6150
6200
6100

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ROLL 20 PAGE 154

EASEMENT

THIS AGREEMENT, Made and entered into this 27th Day of July, 1977, by and between YELLOWSTONE VALLEY RANCH AND RECREATION PROPERTIES, a Limited Partnership, of Emigrant, Montana, hereinafter referred to as First Party; and PETER VINK, JR., and AGNES E. VINK, husband and wife, of Emigrant, Montana, hereinafter referred to as Second Parties;

W I T N E S S E T H :

The said First Party, for and in consideration of the sum of One Dollar ($1.00) lawful money of the United States, and for other valuable considerations in hand paid by the said Second Parties, does hereby grant, bargain, convey and sell, unto the said Second Parties, and to their heirs and assigns, forever, a perpetual easement and right-of-way over and across the hereinafter described real property, for the purpose of ingress and egress by foot, or with animals, vehicles, loads or otherwise:

> Along those marked trials reflected in United States Department of the Interior geological survey, Fridley Peak Quadrangle, 1955 map, in Section 3, Township 6 South, Range 7 East, and Section 5, Township 6 South, Range 7 East, all of which is reflected on the diagram attached hereto and made a part hereof.

IT IS UNDERSTOOD AND AGREED That each of the parties may maintain their own combination lock on the gate contained on the easement area, and will provide the other party with the combination thereto.

TO HAVE AND TO HOLD the same unto the said Second Parties, and to their heirs and assigns, forever.

IN WITNESS WHEREOF, the First Party has caused its name to be subscribed, the day and year first above written.

YELLOWSTONE VALLEY RANCH
AND RECREATION PROPERTIES

BY Orville R. Sutton

FIRST PARTY

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ROLL 20 PAGE 155

STATE OF MONTANA)
: ss.
County of Gallatin)

On this 27th day of July, 1977, before me, the undersigned, a Notary Public for the State of Montana, personally appeared ARLO R. SUTTON, known by me to be one of the General Partners of the Limited Partnership that executed the within instrument, and acknowledged to me that such Limited Partnership executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, all the day and year in this certificate above written.

(SEAL)

Terri L. Ehresman
Notary Public for the State of Montana
Residing at Bozeman, MT
My commission expires: October 22, 1978

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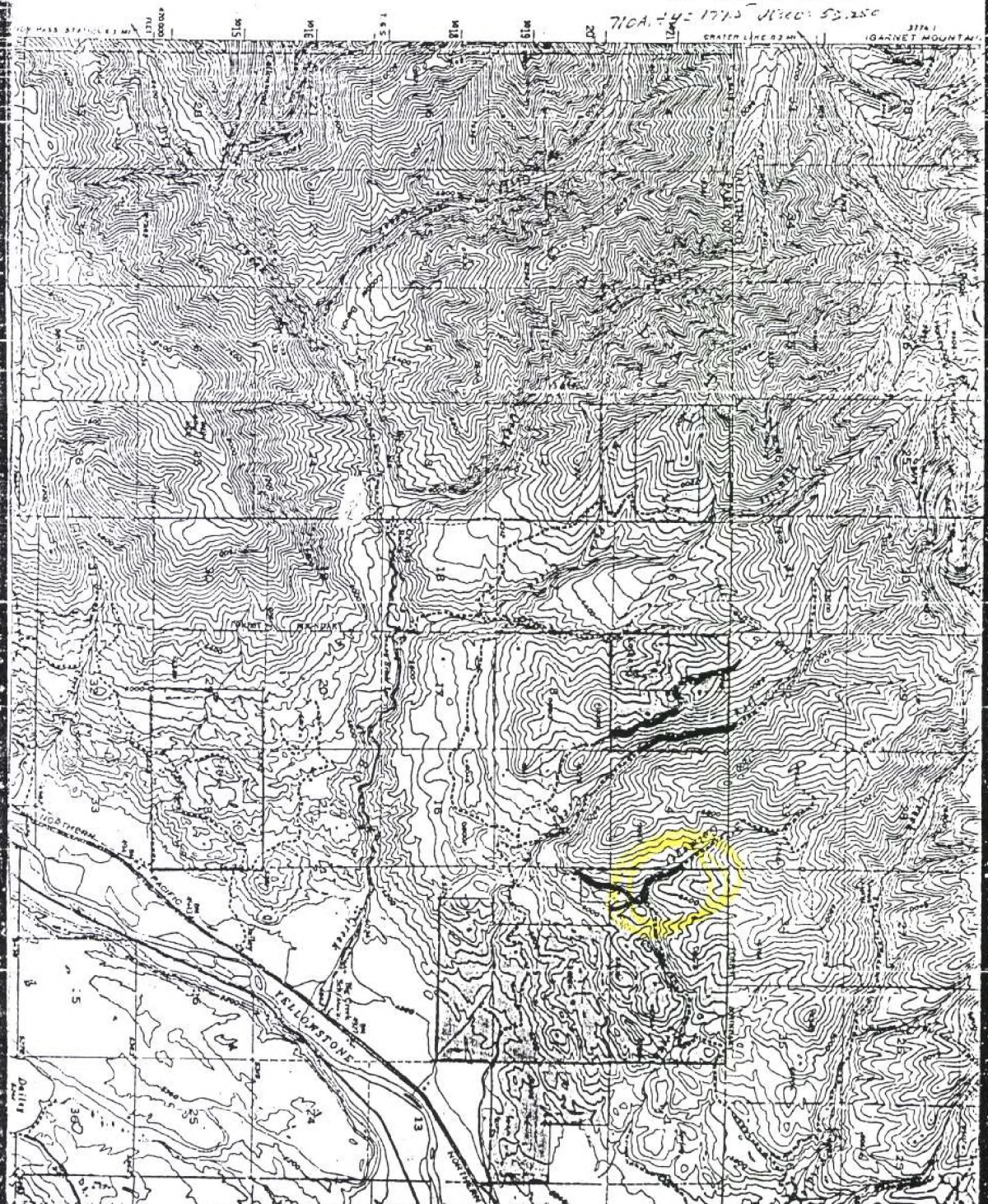
ROLL 20 PAGE 156



State of Mont.
County of Park } ss.

Filed for record this 11th day of October, A.D. 1977, at 2:06
o'clock P M. Recorded in Roll 20-A, pages 154-156

Margaret Memmel
County Clerk & Recorder

By Mary R. Smith
Deputy

Recording Fee $6.00 Document No. 147115 Return to: Peter J. Wirka Jr.
Emigrant, Mont.
59027

Realty Transfer Certificate Furnished

GLA 02585

premises or the stream bordering the premises, without the parcel owner's permission, except as follows:

> Within twenty (20) feet of any parcel boundary line or platted road easement line that intersects or crosses a creek, persons entitled to travel on the easement may use that portion of the easement for fishing in the creek, resting or picnicking; however, there shall be no overnight camping or campfires.

7.03. Recreational Use of Platted Road Easements. The platted private road easements shown on the Certificates of Survey of the Community, outside of improved roadway surfaces for motorized traffic and ditches, may be used by Landowners and their families and guests for recreational travel by foot and horseback throughout the development. Any scenic turnouts or picnic areas placed on the easements by the Grantor are for the recreational use of all Landowners.

7.04. Unfenced and Unposted Land. Landowners and their families shall be entitled to cross any parcel within the Community on foot or horseback in order to gain access to or from common use land or national forest land, so long as the same is unfenced and unposted against trespassers. No parcel shall be used for any other purpose while crossing than for travel as mentioned above, and any person causing any damage while on another's parcel shall be strictly liable therefor. Persons exercising this privilege shall stay well clear of any buildings and improvements. If a parcel is fenced or posted against trespassing it may not be used for any such access or travel, and any violator will be considered guilty of trespassing. This provision is intended to be generally consistent with the current status of the State of Montana trespass law.

SECTION 8. ROADS AND EASEMENTS

8.01. Platted Road Easements. The platted road easements are those which are shown on the Certificates of Survey of the Community, filed in the Office of the Park County Clerk and Recorder, and generally labeled as "private access and public utility easement." These are private easements for access, utilities and a road system in the Community. A perpetual and exclusive easement and right-of-

GLA 02586

way is hereby reserved upon, across, over and under the real property shown on Certificates of Survey Nos. 615-A and 616-A and labeled as "private access and public utility easement," for the use and benefit of the Grantor and Landowners, for the following uses and purposes and subject to the following terms and conditions:

a. The Grantor and all of the Landowners and their guests have the right to use any of the platted road easements opened by the Grantor or upon which developed roads and/or trails have been placed by the Grantor. The general public is not entitled to use them unless given permission by a Landowner to visit a particular parcel owned by him or accompanying him elsewhere in the Community.

b. Use of the platted road easements is limited to motorized and nonmotorized vehicular traffic, pedestrian and equestrian traffic, livestock, public utilities, ditches and canals, pipelines, landscaping, fencing, roads, trails, and such other uses and purposes as shall be engaged in or permitted from time to time by the Grantor or as are otherwise contemplated by these covenants.

c. The Grantor intends to construct and maintain a private road system within the platted road easements for vehicular access to the various parcels within the Community. Initial construction will be to a basic gravel and dirt consistency. The Grantor may designate and define different qualities or levels of road construction and maintenance within the Community (such as residential roads, foothill roads, mountain roads, etc.) according to its limited ability to deal with such conditions as topography, terrain, elevation, native soil and materials, slope, grade, easement location, parcel location, drainage, climate, weather, snow, ice and mud, and limited resources and equipment, prior to its initial sale of parcels in the Community. The quality, quantity and/or level of road construction and maintenance may be upgraded by the Grantor at any time. Road construction schedules may also be published prior to the sale of parcels from time to time by Grantor. The Grantor shall have the exclusive discretion and option to give permanent names to any or all of the roads and streets in the Community.

d. The Grantor reserves the right to abandon or change the location of the platted road easements and/or actual road locations on land owned by it (including unsold parcels, reserved land and parcels returning to its ownership) at any time in the future, to re-route roads across reserved land as is convenient or necessary or to leave some of the roads or portions thereof unconstructed and unopened

GLA 02587

for any period of time, notwithstanding the designation of platted road easements shown on the Certificates of Survey of the Community; provided, that the Grantor shall insure that reasonable access is given to the parcels described on Exhibit "A" which are sold to Landowners, subject to its published road construction schedules, types, and maintenance priorities. The Grantor may file amended Certificates of Survey from time to time on its own property without the consent of other Landowners to abandon or alter road easements, or it may simply build or move the roads crossing its reserved land in different locations from time to time than those shown on the present Certificates of Survey. The Grantor may publish a map and/or schedule with its General Information Report prior to sales of parcels which indicates the actual or approximate location of roads to be built across its reserved land and the platted road easements upon which it intends to construct roads. Some of the roads may be left unscheduled for construction until future dates. The Grantor may change and update this map and the schedules from time to time.

e. Some of the platted road easements on the Certificates of Survey of the Community come to cul-de-sacs and then extend to an exterior Community boundary and terminate. The cul-de-sacs are the intended termination points of the initial road construction program. However, the extensions to Community boundary lines are being reserved for possible future road extensions or additions to the Community, access to other areas, road loops, efficient utility access, etc., and are included within all of the terms and conditions hereof. The Grantor may elect to open these easements and construct roads upon them at any time in the future.

f. The Grantor shall from time to time make, alter and enforce rules of health, safety, convenience, and conduct on the platted road easements, including, but not limited to, speed limits, signals and signs, traffic regulations, weight and size limits, recreational usage, livestock usage, etc.

g. The Grantor may provide, maintain and operate security entrances for any of the roads or may designate any road(s) within the Community for public use.

h. Grantor is under no obligation to construct roads or to provide maintenance and snowplowing of roads beyond the commitments published in its General Information Report or accompanying map of the Community prior to sale of parcels. Grantor's road maintenance responsibility may

be assigned or delegated by conveyance or contract to another private party, the county, other Landowners in the Community or to a property owner's association, as described in Section 10.

i. The Grantor's road maintenance responsibility is limited by and conditioned upon the Landowner's individual and collective payment of and the aggregate amount of the "annual community assessment" as provided in Section 11, together with its ability to increase the assessment to keep up with inflation or increased costs. The Grantor is not obligated to provide maintenance or snowplowing in excess of the amount that has been paid by Landowners through the annual assessment.

j. No motor vehicle shall be operated on the platted road easements in the Community except by persons having a valid operator's or driver's license, and all such operations shall be in accordance with any limitations contained in the license.

k. No Landowner may encroach upon any platted road easement bordering upon, joining or crossing his parcel with fences, structures, improvements, or any other use inconsistent with this section, except as permitted in writing by the Grantor.

8.02. Existing Ranch Roads, Temporary Easement. A temporary easement and right-of-way is hereby reserved upon, over and across all existing ranch roads in the Community, as well as other temporary roads built across Grantor's reserved land, which are needed to gain access to any parcels until construction of the applicable permanent road on the platted road easement is completed--to the extent that such existing roads are outside of the platted road easements. When the permanent road on the platted easement is constructed, the easements shall expire on the existing and temporary roads.

8.03. Additional Easements. The following additional easements and rights-of-way are hereby reserved upon, across, over and under the following described parcels:

a. A perpetual easement and right-of-way for ingress, egress and utilities on an existing road shown and labeled as "approximate centerline of existing road and easement per roll 20 page 154," Parcel Nos. 95, 96 and 97, on Certificate of Survey No. 616-A. Said easement and right-of-way shall be forty (40) feet in width, centered on the approximate centerline of the existing road, and is for

GLA 02589

the use and benefit of Landowners and the Grantor.

b. A perpetual easement and right-of-way in favor of Grantor for ingress, egress and utilities on an existing road running northerly across Parcel No. 11, Certificate of Survey No. 615-A, from the northwesterly corner of Parcel No. 4 to the platted road easement near the intersection of Parcel Nos. 11, 28 and 29. Said easement and right-of-way shall be forty (40) feet in width, centered on the approximate centerline of the existing road, and is for the use and benefit of the owner of Parcel Nos. 3, 4 and 8, Certificate of Survey No. 615-A--for as long as the said parcels are owned by the Grantor or remain in single and common ownership.

c. A right and a perpetual easement and right-of-way in favor of the Grantor upon all of the parcels and property described on Exhibit "A" to locate, install, erect, construct, maintain and use flumes, ditches, culverts, canals, pipelines, sewers, electric, gas and telephone lines, or any other conveyances of any kind, for the purpose of irrigating or transporting water to or from Grantor's reserved land, filling or draining ponds, lakes, swamps or streams, Community irrigation, Community utilities, installing a Community water project of any kind, or any of Grantor's uses and purposes--together with the right of ingress and egress on each parcel pursuant to the above purposes.

d. A perpetual easement and right-of-way in favor of Parcel Nos. 97, 98, 99, 100 and 101 on Certificate of Survey No. 616-A running across Parcel Nos. 97, 98, 99 and 100, to construct and maintain a road for ingress and egress for the owners of these parcels to the areas which comprise the western portions of their parcel(s) for any purpose, including the removal of timber therefrom, from the Community access road described in Paragraph 8.03(a). Said easement is for a single-lane road not to exceed fifteen (15) feet in width. It shall be constructed and maintained at the mutual and common expense of the owners of the parcels benefited. Locked gates may be maintained by the parcel owners to restrict access to persons entitled to use the easement. The approval of the Grantor must be secured as to the construction and placement of this road across any parcel which is owned by the Grantor. Before construction and use of the road, the location must be approved by each parcel owner and monumented in a reasonable manner. Any disputes relating to this easement between owners of affected parcels shall be arbitrated and resolved by the Grantor, whose decision shall be final and binding.

GLA 02590

e. A perpetual easement and right-of-way in favor of Parcel No. 12 on Certificate of Survey No. 616-A to construct and maintain a 20-foot-wide road for ingress and egress across Parcel No. 13, beginning near the southwest corner of Parcel No. 15, thence in a southerly direction and thence in an easterly direction onto the southern portion of Parcel No. 12. The location of this easement must meet the approval of the Landowner of Parcel No. 13 and the Grantor, which approval must be exercised in a reasonable manner. Before construction and use of the road, the location must be approved by each parcel owner and monumented in a reasonable manner. Any disputes relating to this easement between owners of affected parcels shall be arbitrated and resolved by the Grantor, whose decision shall be final and binding.

8.04. Effect of Easements. Unless otherwise provided, each easement established, described or mentioned in this Declaration shall be appurtenant to the land benefited and shall run with the land to which it is appurtenant. No easements shall be in gross unless expressly provided.

8.05. Parking. Each parcel shall provide adequate off-road parking consistent with its current usage. The platted road easements shall not be used for parking except in areas designated by the Grantor.

SECTION 9. SUBDIVISIONS OF PARCELS

9.01. Subdivisions Allowed, Grantor's Review. Parcels in the Community may be further subdivided, subject to the following provisions and the review and written approval of the Grantor before the completion of any such subdivision. Any attempted sale, transfer, conveyance, lease, filing or recordation of a deed, certificate of survey, plat or other description of a subdivided portion of a parcel without such written approval shall be invalid, void, and of no force or effect. The Grantor will not unreasonably withhold such appro

9.02. Subdivision Defined. A subdivision shall include any division of a parcel into multiple pieces smaller than the original, a redivision, or any other treatment of a parcel which would fall under the definition of a "subdivision" under state or local laws and regulations--including recreational vehicle parks, mobile home parks, and condominium projects.

2009-03-09_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 9, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura Boise at 7:30 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Richard Bolen (Vice-President), Sheridan Stenberg (Treasurer), Alyssa Angelis, Paul Ranttalo, William Smith (who left at 8:30) & Rich Spallone.
ABSENT: Gerald Dubiel, Dan Kehoe, Jr., Janet Naclerio (Secretary), Charlotte Mizzi, & Frances Owen.
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
LANDOWNERS/GUESTS: None

2. Set Agenda. Note: Agenda items were not addressed in numerical order as listed. Therefore, after William Smith left, the Board could not vote on certain issues as quorum was not established.

3. Meeting Minutes Approval: February 9, 2009.
ACTION ITEM: ***Denise*** – E-mail request to Board to submit vote for approval status.

4. Treasurer's Budget Variance, Check & Deposit Reports –SS

4.1 Monthly Reports: Sheridan reviewed "Check Detail, February 2009" and "Check Deposit, February 2009" and the "Budget Variance Report, February 2009."
Sheridan reviewed the reports and also reported that our truck loan has been paid off and 50% of the assessments for 2009 had been received.
ACTION ITEM: ***Denise*** – E-mail request to Board to submit vote for approval status.

5. Officers' Reports

5.1 Executive Committee – LB/RB/SS/JN

5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA Tabled.

5.1.2 GLA & Committee Goals for 2009 - Board
ACTION ITEM: ***Committee Chairs*** - E-mail your 2009 goals to Laura and Denise.

5.1.3 Status of developing storage container policy/junk vehicle policy –RB/LB
ACTION ITEM: ***Richard/Laura*** – Finalize storage container/junk vehicle policy and send to Denise by March 30 to insert into newsletter.

5.1.4 Review & update gun shooting, hunting policy and ATV/driving policies to be included in April Newsletter
Denise distributed the GLA's policies (see above) to the Board to review. Discussion.
ACTION ITEM: ***Richard*** – Edit current gun shooting/hunting & driving policies and review with Laura. Send final draft to Denise by **March 30.**

File: MtgMins 03 09 09
Draft: 04 07 09-FINAL
Approved: 04 06|09, with amendments.

5.1.5 Plan April 15 Newsletter

Denise will coordinate the April newsletter and mailing.

a) **Discuss potential topics for newsletter:**

Road Grading & Maintenance

ACTION ITEM: ***William*** **– By March 30,** E-mail to Denise a short paragraph describing when the roads will next be graded; also an update on status of chip sealing project/expense and potential special assessment.

Weed Spraying

ACTION ITEM: ***Denise*** - Insert into the April newsletter, "the GLA will have GLA common land weeds sprayed around June 1. Landowners, who do not wish to have weed spraying near their easements, should pull the existing weeds by June 1 and post a "No Weed Spraying" sign.

ATV/hunting/gun shooting policies

See 5.1.4 above

Sign-up information for soccer games

ACTION ITEM: ***Laura*** – Send soccer game sign-up info for newsletter to Denise by **March 30.**

Barbeque/fundraiser for Recreation land, etc.

ACTION ITEM: ***Janet*** – Send fundraiser information for newsletter to Denise by March 30.

Storage container & junk vehicle policy

See 5.1.3 above.

b) **Timeline for newsletter input**

ACTION ITEM: ***Board*** – Send any newsletter articles to Denise - no later than March 30

c) **Schedule volunteers to handle stuffing, etc.**

ACTION ITEM: ***Denise*** – Schedule newsletter stuffing date, location and volunteers

5.1.6 Review/vote on proposal to repair fence in High South – FO

Laura reviewed that Frances reported that part of the fence in High South was down allegedly due to elk migration and that Neil Kremer estimated it would cost around $500 to repair. Discussion included questions as to whether the GLA was responsible for helping with the repair.

File: MtgMins 03 09 09
Draft: 04 07 09-FINAL
Approved: 04 06 09, with amendments.

UNANIMOUS AGREEMENT: The Board assigned Frances to determine who is impacted by the fence breakage and to contact them and request their contribution toward its repair

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 Update: Sheila/Michael Laverty, Lot 25-2 NG, RV Use Variance - AA

Alyssa reported that all members of the Laverty's subdivision and other nearby neighbors had been contacted and none had any objection to the RV use variance.

UNANIMOUS AGREEMENT: The Board agreed to grant the RV use variance to the Laverty's and to require payment of one-half of one assessment each year from the present time forward until the Laverty's indicate there is a change from the described extended RV use.

6.1.2 GLA's easement in upper South - GD

6.1.2.1 Contact w/Neil Kremer re: possible gate at end of Sagittarius – WS Tabled.

6.1.3 Update - Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD

Alyssa reviewed the application and the circumstances of existing development and terrain as reasons for the proposed lot to be smaller than 3 acres. Discussion included the possible condition that no further buildings would be constructed on the proposed lot due to its size, should the variance be approved.

ACTION ITEM: ***Alyssa*** – Develop variance letter to be sent to Gelderloos' neighbors and have Richard Bolen review it prior to mailing. Report neighbor response at the April meeting.

6.2 Community Committee –LB/RB

6.2.1 Landowner Concerns

6.2.1.1 Status of contact w/K. Raven complaint re: Clausen dogs - RB

Richard reported that K. Raven told him that she had not heard Clausen's dogs barking for some time. This complaint issue is now closed.

6.2.1.2 Status of complaint review re: K. Ullrich's Parcel 32-D (NG) – LB/RB

Laura and Richard are in the process of reviewing the GLA's files on this issue.

6.3 Road/Weed –WS/RS

6.3.1 Cost of fall grading for North & South Glastonbury - RS

Rich reported that the grading contractor will not bill the GLA for the fall grading as the prior agreement concerning the use of water with grading was not followed.

6.3.2 Letter requesting permission to post new signs on Church property - LB/DOK

File: MtgMins 03 09 09
Draft: 04 07 09-FINAL
Approved: 04 06 09, with amendments.

Laura reported that she had been waiting to receive the actual location concerning where the signs would be placed. Discussion included that instead of writing a letter, William will talk to Alan Shaw on behalf of the GLA.
ACTION ITEM: ***William*** - Contact Alan Shaw to request approval to place signs on Church property.

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 40-A (SG) Robert Wallace/New Home Construction

Alyssa reviewed the application. Discussion.
UNANIMOUS AGREEMENT: The Board agreed to approve the Wallace's application on the condition that Gerald must first inspect the construction site to confirm that proper setbacks are being met.

7.2 Road/Weed –WS/RS

7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs/Vote – WS/RS

No report. Discussion.
ACTION ITEM: ***Road Committee*** - Meet to review the sign bid and to develop a sign proposal.

7.3 Website -DK

7.3.1 Status of new template for website –DK/AA

Laura reported that Dan O'Connell put in some volunteer time to re-create a similar version of the GLA website on a different program that could be more efficient for the GLA to use and update in the future, thereby saving time and money. Discussion.
ACTION ITEM: ***Dan/Alyssa*** - Review sample website created by Dan O'Connell and report back to the board.

8. Comment Period for Visiting Landowners.

9. Meeting Adjourned at 8:55 p.m.

10. Next Meeting is April 6, 2009 ***(first Monday in April),*** **St. John's Church, 6:45-8:30 p.m.**

File: MtgMins 03 09 09
Draft: 04 07 09-FINAL
Approved: 04 06 09, with amendments.

2009-03-09_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

March 9, 2009- St. John's Church, Emigrant (6:45 – 8:30 pm)

1. Call to order, opening prayer
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Meeting Minutes Approval: February 9, 2009
4. Treasurer Reports-Budget Variance, Check & Deposit – SS
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/SS/JN
     - 5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA
     - 5.1.2 GLA & Committee Goals for 2009 - Board
     - 5.1.3 Status of developing storage container policy/junk vehicle policy –RB/LB
     - 5.1.4 Review & update gun shooting, hunting policy and ATV driving policies to be included in April Newsletter
     - 5.1.5 Plan April 15 Newsletter
       - a) Discuss potential topics (i.e. Grading roads in spring, weed spraying, ATV/hunting/gunshooting policy, sign up info for soccer games; barbeque/fundraiser for Recreation land, etc.; storage container & junk vehicle policy)
       - b) Schedule volunteers to handle stuffing, etc.
     - 5.1.6 Review/vote on proposal to repair fence in High South – FO
6. UNFINISHED BUSINESS
   - 6.1 Project Review – AA/RS
     - 6.1.1 Update: Sheila/Michael Laverty, Lot 25-2 NG, RV Use Variance - AA
     - 6.1.2 GLA's easement in upper South - GD
       - 6.1.2.1 Contact w/Neil Kremer re: possible gate at end of Sagittarius - WS
     - 6.1.3 Update - Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD
   - 6.2 Community Committee –LB/RB
     - 6.2.1 Landowner Concerns
       - 6.2.1.1 Status of contact w/K. Raven complaint re: Clausen dogs - RB
       - 6.2.1.2 Status of complaint review re: K. Ullrich's Parcel 32-D (NG) – LB/RB
   - 6.3 Road/Weed –WS/RS
     - 6.3.1 Cost of fall grading for North & South Glastonbury - RS
     - 6.3.2 Letter requesting permission to post new signs on Church property - LB/DOK
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS
     - 7.1.1 40-A (SG) Robert Wallace/New Home Construction
   - 7.2 Road/Weed –WS/RS
     - 7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs/Vote – WS/RS
   - 7.3 Website -DK
     - 7.3.1 Status of new template for website –DK/AA
8. Comment Period for Visiting Landowners. (5-10 min.)
9. Meeting Adjournment; Next Meeting on April 6, 2009 *(first Monday in April)* – St. John's Church, 6:45 – 8:30 p.m.

Glastonbury Landowner's Association

2009 Budget Variance Report

February 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	111.00			
110. NG Dwelling 2008	368.68			
110. SG Dwelling 2008	387.37			
111. NG Dwelling 2009	10,694.00	20,880.00	-10,186.00	51.2%
111. SG Dwelling 2009	7,809.00	16,687.00	-8,878.00	46.8%
133. Land 2007	256.00			
134. NG Land 2008	362.25			
134. SG Land 2008	712.26			
135. NG Land 2009	14,946.50	32,190.00	-17,243.50	46.4%
135. SG Land 2009	15,185.50	26,346.00	-11,160.50	57.6%
150. GAV	2,131.50	8,526.00	-6,394.50	25.0%
160. Finance Chrgs Late Accnts	33.57			
161. Penalties Late Accounts	56.05			
Total 100. Parcel Assessment Fees	53,053.68	104,629.00	-51,575.32	50.7%
200. Project Review Fees				
201. Application Fee	25.00	250.00	-225.00	10.0%
202. IF - House	0.00	300.00	-300.00	0.0%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	0.00	0.00	0.00	0.0%
205. IF - Well	75.00	125.00	-50.00	60.0%
206. IF - Driveway	0.00	85.00	-85.00	0.0%
207. IF - Septic	0.00	85.00	-85.00	0.0%
208. IF - Package	0.00	500.00	-500.00	0.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	0.00	100.00	-100.00	0.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	100.00	1,995.00	-1,895.00	5.0%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
Total 300. Roads	433.68	2,200.00	-1,766.32	19.7%
500. Interest Earned				
501. Savings Interest	6.00			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	6.00	300.00	-294.00	2.0%
Total Income	53,593.36	109,124.00	-55,530.64	49.1%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	262.50			
A02B. South Glastonbury	20.00			
A02C. High South Glastonbury	550.00			
A02F. High Sagittarius Skyway	400.00			
A02. Contractors - Snow Removal ...	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Removal	1,232.50	6,500.00	-5,267.50	19.0%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A05. Equipment Reg & Ins	1,112.00	2,500.00	-1,388.00	44.5%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%

Glastonbury Landowner's Association

2009 Budget Variance Report

February 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A11. Miscellaneous				
A11A. Fuel	121.05	800.00	-678.95	15.1%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	3,550.00	7,000.00	-3,450.00	50.7%
A11E. Quonset Hut Asset Expense	1,500.00	5,000.00	-3,500.00	30.0%
Total A11. Miscellaneous	5,171.05	13,300.00	-8,128.95	38.9%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	310.00	-310.00	0.0%
A12. Contractors - NG Road Wrk - ...	0.00	10,000.00	-10,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	10,310.00	-10,310.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road Wrk - ...	0.00	10,000.00	-10,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	10,310.00	-10,310.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	15,204.37	84,373.00	-69,168.63	18.0%
B00. Project Review				
B01. Contractors	0.00	500.00	-500.00	0.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	0.00	675.00	-675.00	0.0%
C00-1 Legal Fees Contingency Fu	0.00	4,000.00	-4,000.00	0.0%
C00. Community/Complaints				
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	0.00	150.00	-150.00	0.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	51.87	600.00	-548.13	8.6%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
Total D03. PVRC	51.87	1,370.00	-1,318.13	3.8%
Total D00. Recreation	51.87	1,370.00	-1,318.13	3.8%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	400.00	-400.00	0.0%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	0.00	900.00	-900.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	4,000.00	-4,000.00	0.0%
K02. Contractors - Bookkeeper	494.10	3,000.00	-2,505.90	16.5%
K03. Contractors - Accountant	0.00	120.00	-120.00	0.0%
K06. Office Supplies	0.00	750.00	-750.00	0.0%
K07. Postage and Delivery	268.98	895.00	-626.02	30.1%
K08. Monthly Board Meetings	0.00	2,132.00	-2,132.00	0.0%

Glastonbury Landowner's Association

2009 Budget Variance Report

February 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
K11. Rent				
K11A Special Mtgs	0.00	540.00	-540.00	0.0%
K11. Rent - Other	325.00			
Total K11. Rent	325.00	540.00	-215.00	60.2%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,341.00	-1,341.00	0.0%
Total K12. Insurance	0.00	1,341.00	-1,341.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K19. Quarterly Newsletter	88.50			
Total K00. General Operating Expenses	1,176.58	13,165.00	-11,988.42	8.9%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,551.00	-1,551.00	0.0%
Total Expense	16,482.82	109,124.00	-92,641.18	15.1%
Net Ordinary Income	37,110.54	0.00	37,110.54	100.0%
Net Income	**37,110.54**	**0.00**	**37,110.54**	**100.0%**

United States Department of Agriculture | Forest Service | Gallatin National Forest | Livingston Ranger District
5242 Highway 89 South
Livingston, MT 59047

File Code: 7150

Date: 3/5/2009

Glastonbury Landowners Association
PO Box 312
Emigrant, MT 59027-0312

Dear Glastonbury Landowners Association:

Our records indicate that the National Forest boundary line in Section 34, T.5S., R.7E. and Section 4, T.6S., R.7E., adjacent to lands in your ownership, has been posted with National Forest boundary signs. As follow-up to the Big Creek fire, I have requested that the boundary line posting be 'maintained' this field season to improve its visibility and to aid in management of National Forest System Lands. A vicinity map is attached showing the project location.

Maintenance of the National Forest Property boundaries includes the following:
- clearing brush, branches and trees along the property line to enable visibility; 5 inch trees maximum
- blazing trees on the property line and those within 3 feet each side
- painting blazes with red paint
- resetting/securing posts with Property Boundary signs on the property line at 250 foot intervals
- placing Property Boundary signs on line trees at appropriate intervals

We would like your permission to cross onto private land to complete this survey and to brush and blaze along the boundary line. Please complete the Landowner Response Form and return in the enclosed self-addressed envelope. Please provide suggestions concerning the best way to access this boundary line. Use the lower portion of the form if you have special concerns or desires you wish to express. Work time frames or project particulars should be referred to Janet Kempff, our Forest Land Surveyor, phone (406) 587-6726.

Sincerely,

RON ARCHULETA
District Ranger

Enclosures
cc: Janet Kempff, SO (no enclosures)

LANDOWNER RESPONSE FORM

Permission to Survey and Post Boundary

[X] Permission is hereby granted to the Forest Service for its personnel to enter upon, locate, survey and post the boundary between National Forest land and private lands owned or controlled by the undersigned. Said work is to be conducted in a prudent manner with damage to vegetative cover on the land kept to a minimum. Motorized travel will be restricted to existing roads and trails. In no way does this permission obligate the landowner to grant a right-of-way across the described lands, nor infer any future rights of use or interest in the road by the Forest Service.

Legal Description: Parcel 96 of COS No. 616A, within Section 3, T.6S., R.7E.

Suggested access route_____

_____

_____

_____

Special Considerations:

( ) Do not brush on private side of property line.
( ) Do not blaze boundary trees on private side of property line.
( ) Do not paint blazes on boundary trees on private side of property line with red paint.
( ) Do not scribe corner reference trees on private side of property line.
( ) Gate key or lock combination is provided.

( ) Other:

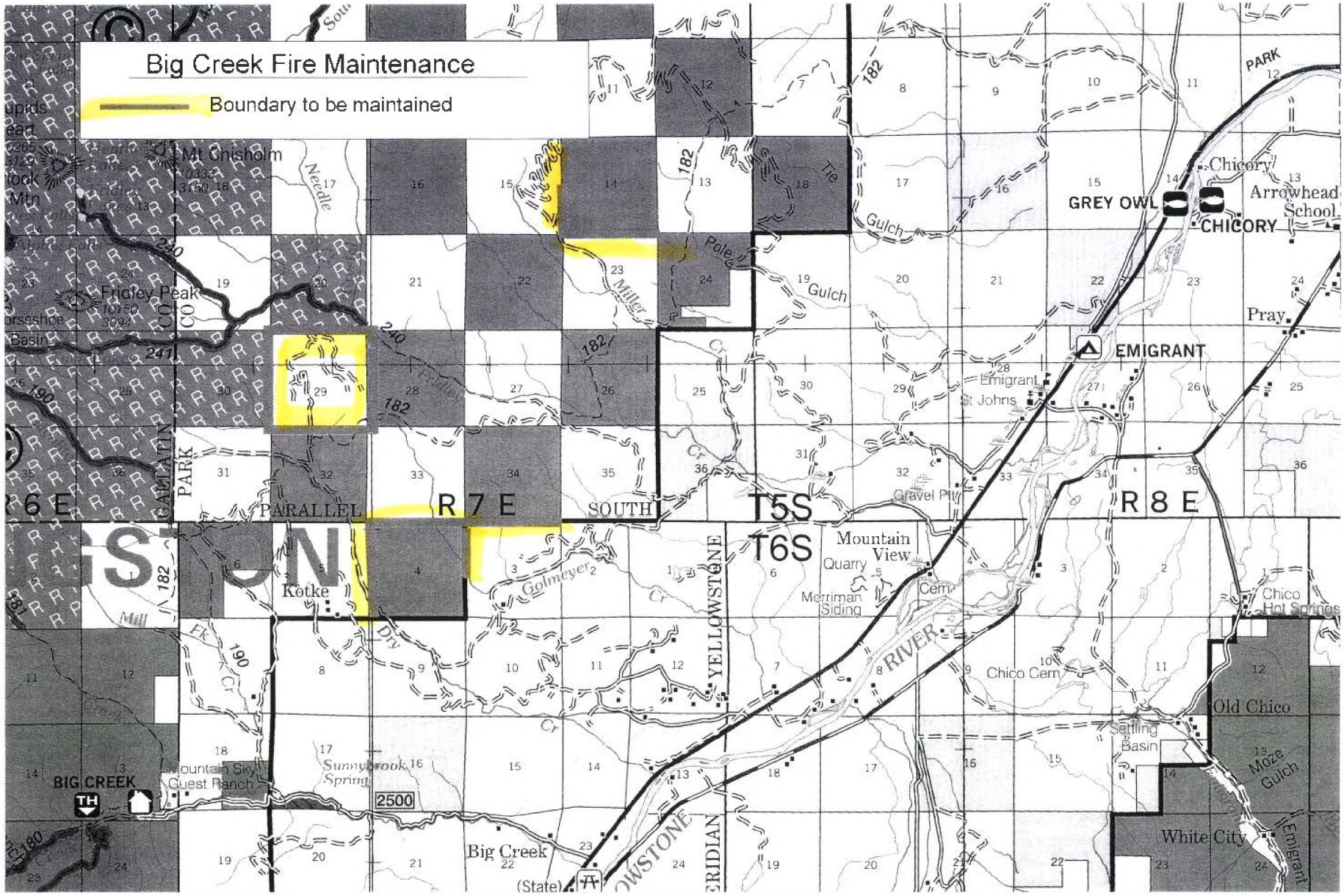
Signed _____Date_____

Witness_____

Contact Person_____

Phone_____

J672 Glastonbury Landowners Association


Big Creek Fire Maintenance
Boundary to be maintained
Mt Chisholm
Needle Gulch
Tie Gulch
Pole Gulch
Miller Cr
Trailer Cr
Friday Peak
Horseshoe Basin
CO
PARK
CALHOUN
PARALLEL
R 7 E
SOUTH
T5S
T6S
R 8 E
R6E
Kotke
Golmeyer Cr
Dry Cr
Mill Cr
Mountain View Quarry
Merriman Siding
Cem
YELLOWSTONE
RIVER
Chico Cem
Chico Hot Springs
Old Chico
Settling Basin
Moze Gulch
White City
Emigrant
Gravel Pit
Emigrant St Johns
EMIGRANT
GREY OWL
CHICORY
Chicory
Arrowhead School
Pray
BIG CREEK
TH
Mountain Sky Guest Ranch
Sunny Brook Spring
2500
Big Creek
(State)
182
240
241
190
180

GLA 02604

2009-04-06_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 6, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura Boise at 7:10 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi (left at 8:55 p.m.), Frances Owen, Paul Ranttalo, Rich Spallone & William Smith (attended briefly).
ABSENT: Richard Bolen (Vice-President), William Smith
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
LANDOWNERS/GUESTS: Sally & Charles Muto, Kristina Sones, Chris Williams

2. Set Agenda.

3. Approval of Meeting Minutes

3.1 Status of E-Mail Meeting Minutes Approval: February 9, 2009

Denise reported that she did not receive enough e-mail votes from the Board to constitute quorum.

Unanimous Agreement: The February 9, 2009 meeting minutes are approved by all Board members who attended that meeting. Those not in attendance at that meeting abstained.

3.2 Approval of March 9, 2009 Meeting Minutes

MOTION: Sheridan motioned and Paul seconded to approve the March 9, 2009 meeting minutes with amendments. **Motion carried.** (Abstentions – Dan, Frances, Gerald & Janet, who were absent from the March meeting.)

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

4.1 Status of E-Mail Approval of Treasurer's Reports for February 2009 – DOK

Denise reported that she did not receive enough e-mail responses from the Board to constitute a quorum.

UNANIMOUS APPROVAL: The Board agreed to approve the February Treasurer's Monthly Reports for February 2009.

4.2 Monthly Reports: Sheridan reviewed "Check Detail, March 2009" and "Check Deposit, March 2009" and the "Budget Variance Report, March 2009."

MOTION: Janet motioned and Charlotte seconded to approve the above Treasurer's Monthly Reports for March 2009.

4.3 Budget Committee – Executive Officers, FO, CM & CRM

ACTION ITEM: Add the category "Fence Repair" to annual budget planning.

File: MtgMins 04 06 09
Draft: 05 06 09 -FINAL
Approved: 05 11 14

5. Officers' Reports

5.1 Executive Committee – LB/RB/SS/JN

5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA Tabled.

5.1.2 GLA & Committee Goals for 2009 – Board

Unanimous Agreement: The Board agreed that the following will be included as 2009 Goals for the GLA.

- **Roads & Weeds Committee - Goals**
  a) Eradicate all weeds in Glastonbury
  b) Reseed common land every year after mowing & spraying
  c) Incorporate into Contractor Contract:: the specific requirements that the GLA expects the contractor to fulfill
  d) Paul: research cost, etc., of grader, water truck and roller
  e) Complete chip sealing proposal
  f) Complete annual maintenance policies and procedures
- **Master Plan Sub-Committee - Goals**
  Complete shelter compliance project
- **Website - Goals**
  Dan and Alyssa - redo GLA website: add additional features as requested by the Board.
- **Treasurer - Goals**
  a) Research liens on files & updating procedures
  b) Research collection methods for overdue assessments
  c) Develop 2010 budget w/Budget Committee

5.1.3 Status of developing storage container policy/junk vehicle policy –RB/LB Tabled.

5.1.4 Status of updating policies for gun shooting, hunting & ATV/driving - RB

Denise distributed for review the above updated policies by RB & LB.
ACTION ITEM: ***Denise/Laura*** – Add safety practices information re: children on bikes, etc., to the Driving Policies.

5.1.5 Status of April 15 Newsletter - DOK

Denise reported that she is waiting for the road maintenance report for the newsletter. The Board discussed methods of controlling cheat grass and the importance of informing landowners regarding this invasive grass.
ACTION ITEM: ***Gerald*** – On April 7, send County Extension Office cheat grass information to Denise to include in the spring newsletter.

ACTION ITEM: ***Sheridan, Janet, Frances and volunteers*** – Prepare mailing envelopes and stuff newsletter materials on Monday, April 13; mail by April 15.

ACTION ITEM: ***Denise*** – If room, include in newsletter: (1), the advise to access updated project review forms on the GLA website prior to submitting an application, and (2) Anyone w/info re: stolen signs from NG & SG, contact the GLA.

5.1.6 Status of contacting neighbors re: repair of fence in High South – FO
Frances reported that, per Neil Kremer, last year's repaired fencing was holding up well; currently, the fence that is down is on GLA common use land. Frances reviewed details of Neil's proposal to repair the fence. Discussion.
MOTION: Dan motioned and Frances seconded to pay $500 to Neil Kremer, Sam Hazen, who, with a volunteer, will repair the fence that is down in upper South on GLA common ground as soon as weather permits. The payment would include approximately 16 hours of work @ $15/hour and other details of Neil's proposal. **Motion carried unanimously.**

ACTION ITEM: ***Gerald/William*** – Determine the length of the fences for each property in upper South

ACTION ITEM: ***William*** – Give a copy of a Glastonbury map with landowner's names to Denise for GLA files.

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 GLA's easement in upper South - GD

6.1.1.1 Contact w/Neil Kremer re: possible gate at end of Sagittarius – WS
Tabled.

6.1.2 Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD
Alyssa reported that she will be sending out the variance letter for neighborhood input regarding the requested variance from the density standards and lot size.
ACTION ITEM: ***Alyssa*** – Send out variance letter for Gelderloos Lot 33-A (NG) and report results of neighborhood input at May 11 meeting.

6.2 Community Committee –LB/RB

6.2.1 Landowner Concerns

6.2.1.1 Status of complaint review re: K. Ullrich's Parcel 32-D (NG) – LB/RB
Tabled

6.3 Road/Weed –WS/RS

6.3.1 Status of contact w/A. Shaw to post new signs on Church property - ws
William reported that A. Shaw granted permission to post signs on Church property.

6.4 Report on Shelter Status Project - DK
Brief discussion.
ACTION ITEM: ***Dan*** - Review the list of shelters & draft follow up letter from Denise & determine w/Denise what next steps to take.

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 33-C (NG)/Chris and Ia Williams, House Addition
Alyssa reviewed the Williams' application on Lot 33-C (NG), describing how the proposed drain field would be better placed than the existing one, yet due to terrain and existing development, it would have to be installed closer than the 50-foot setback requirement. Discussion.
MOTION: Alyssa motioned and Dan seconded to approve Chris and Ia Williams' house addition on 33-C (NG) and to grant a variance on the drain field placement with the following conditions: (1) Septic, electrical and plumbing permits are obtained, and; (2) All land is reseeded as soon as possible after construction. **Motion carried.**
(2 abstained - Paul & Gerald)

7.1.2 Updated Project Review Forms – AA (added to the agenda)
Alyssa presented updated project review forms with updated fees. Discussion.
MOTION: Alyssa motioned and Dan seconded to approve the updated project review forms with the understanding that changes will be made to the forms as discussed in April 6 meeting.
Motion carried unanimously.

ACTION ITEM: ***Alyssa*** – Revise project forms according to Board discussion; e-mail final forms to Dan to post on GLA website and to Denise for GLA files.

7.2 Road/Weed –WS/RS

7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs & Vote – WS/RS
Tabled.

7.3 Website -DK

7.3.1 Status of review of sample website –DK/AA
No report.
ACTION ITEM: ***Dan/Alyssa*** - Review sample website & other options.

8. Comment Period for Visiting Landowners. (5-10 min.)

9. Meeting Adjournment: 9:15 p.m.

10. Next Meeting is May 11, 2009, St. John's Church, 6:45-8:30 p.m.

File: MtgMins 04 06 09
Draft: 05 06 09 -FINAL
Approved: 05 11 14

2009-04-06_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

April 6, 2009- St. John's Church, Emigrant (6:45 – 8:30 pm)

1. Call to order, opening prayer
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Status of E-Mail Meeting Minutes Approval: February 9, 2009
4. Treasurer Reports-Budget Variance, Check & Deposit – SS
   - 4.1 Status of E-Mail Approval of February Treasurer's Reports – DOK
   - 4.2 Monthly Reports
5. Officers' Reports
   - 5.1 Executive Committee – LB/RB/SS/JN
     - 5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA
     - 5.1.2 GLA & Committee Goals for 2009 - Board
     - 5.1.3 Status of developing storage container policy/junk vehicle policy –RB/LB
     - 5.1.4 Status of updating policies for gun shooting, hunting & ATV/driving - RB
     - 5.1.5 Status of April 15 Newsletter - DOK
     - 5.1.6 Status of contacting neighbors re: repair of fence in High South – FO
6. UNFINISHED BUSINESS
   - 6.1 Project Review – AA/RS
     - 6.1.1 GLA's easement in upper South - GD
       - 6.1.1.1 Contact w/Neil Kremer re: possible gate at end of Sagittarius – WS
     - 6.1.3 Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD
   - 6.2 Community Committee –LB/RB
     - 6.2.1 Landowner Concerns
       - 6.2.1.1 Status of complaint review re: K. Ullrich's Parcel 32-D (NG) – LB/RB
   - 6.3 Road/Weed –WS/RS
     - 6.3.1 Status of contact w/A. Shaw to post new signs on Church property - WS
   - 6.4 Report on Shelter Status Project - DK
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS
     - 7.1.1 33-C NG, Chris and Ia Williams, House Addition
   - 7.2 Road/Weed –WS/RS
     - 7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs/Vote – WS/RS
   - 7.3 Website -DK
     - 7.3.1 Status of review of sample website –DK/AA
8. Comment Period for Visiting Landowners. (5-10 min.)
9. Adjournment.
10. Next Meeting is May 11, 2009, St. John's Church, 6:45-8:30 p.m.

Glastonbury Landowner's Association

2009 Budget Variance Report

March 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	178.00			
110. NG Dwelling 2008	478.68			
110. SG Dwelling 2008	535.76			
111. NG Dwelling 2009	11,690.00	20,880.00	-9,190.00	56.0%
111. SG Dwelling 2009	8,534.50	16,687.00	-8,152.50	51.1%
133. Land 2007	323.00			
134. NG Land 2008	449.75			
134. SG Land 2008	827.31			
135. NG Land 2009	15,882.91	32,190.00	-16,307.09	49.3%
135. SG Land 2009	16,375.00	26,346.00	-9,971.00	62.2%
150. GAV	2,131.50	8,526.00	-6,394.50	25.0%
160. Finance Chrgs Late Accnts	73.72			
161. Penalties Late Accounts	70.55			
Total 100. Parcel Assessment Fees	57,550.68	104,629.00	-47,078.32	55.0%
200. Project Review Fees				
201. Application Fee	75.00	250.00	-175.00	30.0%
202. IF - House	0.00	300.00	-300.00	0.0%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	0.00	0.00	0.00	0.0%
205. IF - Well	75.00	125.00	-50.00	60.0%
206. IF - Driveway	0.00	85.00	-85.00	0.0%
207. IF - Septic	0.00	85.00	-85.00	0.0%
208. IF - Package	425.00	500.00	-75.00	85.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	50.00	100.00	-50.00	50.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	625.00	1,995.00	-1,370.00	31.3%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
Total 300. Roads	433.68	2,200.00	-1,766.32	19.7%
500. Interest Earned				
501. Savings Interest	12.16			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	12.16	300.00	-287.84	4.1%
Total Income	58,621.52	109,124.00	-50,502.48	53.7%
Expense				
A09. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	475.00			
A02B. South Glastonbury	182.50			
A02C. High South Glastonbury	600.00			
A02F. High Sagittarius Skyway	400.00			
A02. Contractors - Snow Remo...	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Re...	1,657.50	6,500.00	-4,842.50	25.5%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A05. Equipment Reg & Ins	1,112.00	2,500.00	-1,388.00	44.5%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A11. Miscellaneous				
A11A. Fuel	131.05	800.00	-668.95	16.4%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	6,250.00	7,000.00	-750.00	89.3%
A11E. Quonset Hut Asset Expe...	1,500.00	5,000.00	-3,500.00	30.0%
Total A11. Miscellaneous	7,881.05	13,300.00	-5,418.95	59.3%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonb...	0.00	310.00	-310.00	0.0%
A12. Contractors - NG Road Wr...	0.00	10,000.00	-10,000.00	0.0%
Total A12. Contractors - NG Road ...	0.00	10,310.00	-10,310.00	0.0%

Glastonbury Landowner's Association

2009 Budget Variance Report

March 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonb...	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road Wr...	0.00	10,000.00	-10,000.00	0.0%
Total A13. Contractors - SG Road ...	0.00	10,310.00	-10,310.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	18,339.37	84,373.00	-66,033.63	21.7%
B00. Project Review				
B01. Contractors	0.00	500.00	-500.00	0.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	0.00	675.00	-675.00	0.0%
C00-1 Legal Fees Contingency Fu	0.00	4,000.00	-4,000.00	0.0%
C00. Community/Complaints				
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	0.00	150.00	-150.00	0.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	77.15	600.00	-522.85	12.9%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
Total D03. PVRC	77.15	1,370.00	-1,292.85	5.6%
Total D00. Recreation	77.15	1,370.00	-1,292.85	5.6%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	400.00	-400.00	0.0%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	0.00	900.00	-900.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	318.50	4,000.00	-3,681.50	8.0%
K02. Contractors - Bookkeeper	614.10	3,000.00	-2,385.90	20.5%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	39.60	750.00	-710.40	5.3%
K07. Postage and Delivery	495.93	895.00	-399.07	55.4%
K08. Monthly Board Meetings	793.00	2,132.00	-1,339.00	37.2%
K11. Rent				
K11A Special Mtgs	0.00	540.00	-540.00	0.0%
K11B. Storage/Boxes	92.50			
K11. Rent - Other	325.00			
Total K11. Rent	417.50	540.00	-122.50	77.3%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,341.00	-1,341.00	0.0%
Total K12. Insurance	0.00	1,341.00	-1,341.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K19. Quarterly Newsletter	253.30			
Total K00. General Operating Expens...	3,051.93	13,165.00	-10,113.07	23.2%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			

Glastonbury Landowner's Association

2009 Budget Variance Report

March 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	182.00			
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	182.00	1,551.00	-1,369.00	11.7%
Total Expense	21,700.45	109,124.00	-87,423.55	19.9%
Net Ordinary Income	36,921.07	0.00	36,921.07	100.0%
Net Income	**36,921.07**	**0.00**	**36,921.07**	**100.0%**

2009-05-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 11, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura Boise at 7:05 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Sheridan (Treasurer) Alyssa Angelis (Arrived 7:10), Janet Naclerio, Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi, Frances Owen, Paul Ranttalo & Rich Spallone (arrived 8:40)
ABSENT: William Smith
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secy)
LANDOWNERS/GUESTS: Kenneth and Debra DeGraaf, Ron Payne, Linda Ulrich and Powell Gelderloos,

2. Set Agenda.

3. Approval of Meeting Minutes: April 6, 2009

MOTION: Sheridan motioned and Janet seconded to approve the April 6, 2009 meeting minutes. **Motion carried.** (1 abstention – Richard Bolen/didn't attend meeting)

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

Sheridan reviewed "Check Detail, April 2009" and "Check Deposit, April 2009" and the "Budget Variance Report, April 2009."
MOTION: Janet motioned and Alyssa seconded to approve the Treasurer's reports for April 2009. **Motion carried unanimously.**

5. Officers' Reports

5.1 Executive Committee – LB/RB/SS/JN

5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA Tabled.

5.1.2 Status of developing storage container policy/junk vehicle policy -RB/LB

Richard reported that the junk vehicle policy draft will be completed this week.
ACTION ITEM: ***Dan*** – E-mail storage container information to Richard.
ACTION ITEM: ***Richard*** – E-mail the drafts of GLA policies for junk vehicle policy and storage containers to Denise

5.1.3 April 15 Newsletter - DOK

Denise reported positive responses to the newsletter.
ACTION ITEM: ***Denise*** – Include in the July newsletter, and in the future when policies are inserted in newsletter mailings, a reminder for Landowners to file the information for convenient reference.

5.1.4 Status of contacting neighbors re: repair of fence in High South – FO

Frances reported: (1) Neil Kremer, Chris Farrar and Stephen Sirios looked over the property lines in High South and determined the amount of fence repair needed for each property; labor would be $15/hr. (2) Neil and Steve also offered, @ $15/hr., to take

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down some severely burned trees, which pose a danger to the safety of people and fences on GLA Common Use Land , (3) A letter will be sent to 4 High South Landowners, who need fence repairs, informing them of Neil's offer to facilitate the repairs @ $15/hr; (4) Frances will follow up the letter with a phone call to each Landowner; and; (5) A new sign for the High South gate is needed to direct people to close the gate after opening it. Discussion.

UNANIMOUS AGREEMENT: The Board agreed to allocate the amount needed to hire Neil and Steve to remove dangerous burned trees from GLA common land and to put up a sign for the High South gate directing people to close the gate after opening it.

ACTION ITEM: ***Frances*** – Send to Denise the fence repair letter draft and list of landowners to whom it will be sent.

ACTION ITEM: ***Denise*** – Ask Charlene if Lot 87 (SG) has already donated $50 for fence repair in order to determine if they should be sent the letter.

ACTION ITEM: ***Denise*** - Finalize the fence repair letter and facilitate mailing.

ACTION ITEM: ?? - Compose sign message, order it and post. (Suggestion: sign message should be on both the front and back of the sign for people to see from both sides of the fence)

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 GLA's easement in upper South - GD

Discussion included the locked gate installed by Kathleen Ramp (about 4 years ago) and the difficulty in getting through it. Kenneth and Debra DeGraaf expressed that they are seriously concerned about seeing the lock removed or a lock combination given to all landowners for easier access. Discussion.

ACTION ITEM: ***Richard/Gerald/Alyssa:*** Draft a letter to Kathleen Ramp reminding her of her agreement with the GLA regarding the gate; also, send her the Deed. E-mail the letter draft to the Board for input and approval.

6.1.2 Contact w/Neil Kremer re: possible gate at end of Sagittarius – WS Tabled.

6.1. 3 Update: Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD

(1) Linda Ulrich, Pouwel's neighbor, reviewed her stipulations regarding certain issues, including weed management, with Pouwel and which she had already submitted to the GLA in writing. She stated that regardless of these stipulations, she is not against the variance or an addition of a greenhouse attached to the garage apartment. (2) Alyssa reviewed the financial reasons why Pouwel was applying for the 6th lot, which would encompass a shop/apartment and perhaps some day a green house. (See details in variance letter to neighbors) Discussion.

UNANIMOUS AGREEMENT: The Board agreed to review and vote on Pouwel's variance via e-mail after they review the final input from his neighbors.

ACTION ITEM: ***Alyssa*** – E-mail to the Board the final input from Pouwel's neighbors concerning his variance request and facilitate a vote.

ACTION ITEM: ***Gerald and any other Board Member Interested*** – E-mail to Alyssa, your suggestions regarding conditions of approval that could be placed on Pouwel's variance application.

6.2 Community Committee –LB/RB

6.2.1 Landowner Concerns

6.2.1.1 Status of complaint review re: K. Ullrich's Parcel 32-D (NG) –LB/RB
Discussion
UNANIMOUS AGREEMENT: Draft a friendly, but serious warning letter to K. Ullrich reminding her of her past agreements with the GLA concerning the clean-up of her property and home improvements. Include timelines to respond to the GLA and to complete the actions she has agreed to take; explain the actions the GLA will take if she does comply. Send letter certified.
ACTION ITEM: ***Laura, Richard and Denise*** - Draft letter to K. Ullrich.

6.2.1.2 Status of Complaint re: Parcel 81 (SG), Don Hansard **(added to agenda)**
ACTION ITEM: ***Laura*** – Review Dan Kehoe's evaluation of the outside of Don Hansard's shelter. Determine what remaining steps need to be taken as related to the complaint regarding this issue. Call Don Hansard. Keep the complainants updated regarding the progress of the clean-up.

6.3 Master Plan Sub-Committee

6.3.1 Report on Shelter Status Project - DK
Dan reported that he has done drive-by inspections of the outside of a number of shelters. Discussion.
ACTION ITEM: ***Denise*** - Contact Laura regarding D. Hansard shelter.
ACTION ITEM: ***Denise*** – Send letter to: (1) The shelter managers who have not responded to the original outside shelter clean up letter; include Dan's evaluations, and; (2) Shelter managers who did not receive the original letter.
ACTION ITEM: ***Denise/Dan*** – Determine how to communicate with shelters that Dan has not yet inspected.

CONT. NEXT PAGE

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 Lot 55-E (NG) - Doug & Andrea Peacock/House Construction - AA
Alyssa reviewed the application. Discussion.
MOTION: Alyssa motioned and Dan seconded to approve Doug & Andrea Peacock's house construction on Lot 55-E (NG) with the condition that they acquire the appropriate electrical, plumbing and septic permits and that any disturbed land must be reseeded. **Motion carried unanimously.**

7.1.2 Lot 50-AE (NG) - Ron & Carole Payne/House Addition & Garage -AA
Alyssa reviewed the application. Discussion.
MOTION: Alyssa motioned and Dan seconded to approve Ron and Carole Payne's house addition and garage on Lot 50-AE (NG) with the condition that any disturbed land must be reseeded. **Motion carried.** (1 abstention – Charlotte)

7.1.3 Parcel 80 (SG) - Jon & Pat Brettschneider/House Construction - AA
Rich reviewed. Discussion.
MOTION: Rich motioned and Richard seconded to approve Jon & Pat Brettschneider's house construction on Parcel 80 (SG) with the condition that they acquire the appropriate electrical, plumbing and septic permits and that any disturbed land must be reseeded. **Motion carried unanimously.**

7.1.4 Discuss locating & marking property corners and adverse possession; review proposal for adding these topics to project forms - GD
Gerald reviewed that adverse possession can occur five years after the day that both landowners become aware of the mistaken use of the other's property. The GLA's most current project application forms include a reminder that it is important to locate and mark property corners before construction.
ACTION ITEM: ***Denise*** – Include a reminder in the July newsletter regarding adverse possession and marking property corners, etc. Ask Gerald for a written definition.

7.2 Road/Weed –WS/RS

7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs/Vote – WS/RS Tabled.

7.2.2 Discuss safe and dangerous methods for weed removal – GD Tabled.

7.2.3 Discuss road maintenance – WS/RS
Rich reported that the Road Committee is in the process of determining what remains in the road budget that can be used to purchase magnesium chloride. He also reported that he recently repaired some potholes using a quick & easy method.

ACTION ITEM: ***Rich*** - Write a draft detailing the process used to repair pot holes with a product sold at Home Depot and a torch. E-mail the draft to Denise to finalize for GLA files (i.e. Road Committee procedures).

ACTION ITEM: ***Road Committee*** – Facilitate having gravel on hand for use in quick-fix repairs to pot holes.

Handout - Road areas w/ number of homes, lots & maintenance expenditures
Laura discussed a handout (with maps) prepared by our bookkeeper, which lists the n umber of homes and lots located near specific road areas in Glastonbury and the maintenance expenditures for each road area. The Board discussed how it might best distribute gravel to each road area.
ACTION ITEM: ***Road Committee-*** Determine the number of miles for each road and when planning, fairly allocate gravel for each. Document this information for Board review and for the GLA files (i.e. Road Committee procedures)

ACTION ITEM: ***Charlene*** – Determine what percentage of the total cost of gravel has gone to each road area.

7.2.4 Complaint regarding weeds at NG reservoir – Linda Ulrich (Added to the agenda)
Linda requested that the GLA inform the Church that the weeds near the North Glastonbury reservoir, on Church property, need to be removed immediately. Discussion included the Board agreeing that weeding was necessary and timely.
Discussion.
ACTION ITEM: ***Charlotte*** – Facilitate with the Church the timely removal of the North Glastonbury reservoir weeds.

7.3 Website -DK
7.3.1 Status of review of sample website –DK/AA
ACTION ITEM: ***Dan*** – E-mail to the Board information on the website.

Based on her heavy workload, Alyssa informed the Board that she was withdrawing from the Website Committee.

7.4 Recreation Committee – LB/JN
7.4.1 Recreation Land – CM (added to the agenda)
Charlotte attended a Paradise Valley Network meeting, during which someone told her that the Network might apply to use a part of the PVRC land for community gardens. She questioned if gardening was a recreational activity and an appropriate use of the Recreational land. Discussion included that the GLA drew up a land use agreement and lease with the PVRC last year.
ACTION ITEM: ***Richard or Denise*** – Find the original Parkland Dedication document and lease and forward it to Charlotte to review.

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8. **Comment Period for Visiting Landowners. (5-10 min.)**

9. **Adjournment – 9:32 p.m.**

10. **Next Meeting is June 8, 2009, St. John's Church, 6:45-8:30 p.m.**
[In early June the Board decided to cancel the above date and reschedule the meeting to June 15, 2009]

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

May 11, 2009 - St. John's Church, Emigrant (6:45 – 8:30 pm)

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes for April 6, 2009**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/SS/JN**
     - ~~**5.1.1 Status of Project Form & Project Spreadsheet – DOK/AA**~~
     - **5.1.2 Status of developing storage container policy/junk vehicle policy –RB/LB**
     - **5.1.3 April 15 Newsletter - DOK**
     - **5.1.6 Status of contacting neighbors re: repair of fence in High South – FO**
6. **UNFINISHED BUSINESS**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 GLA's easement in upper South - GD**
       - **6.1.1.1 Contact w/Neil Kremer re: possible gate at end of Sagittarius – WS**
     - **6.1.2 Update: Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD**
   - **6.2 Community Committee –LB/RB**
     - **6.2.1 Landowner Concerns**
       - **6.2.1.1 Status of complaint review re: K. Ullrich's Parcel 32-D (NG) – LB/RB**
   - **6.4 Master Plan Sub-Committee**
     - **6.4.1 Report on Shelter Status Project - DK**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 55-E (NG) - Doug & Andrea Peacock/House Construction - AA**
     - **7.1.2 50-AE (NG) - Ron & Carole Payne/House Addition and Garage -AA**
     - **7.1.3 Lot 80 (SG) - Jon & Pat Brettschneider/House Construction - AA**
     - **7.1.4 Discuss locating & marking property corners and adverse possession; review proposal for adding these topics to project forms - GD**
   - **7.2 Road/Weed –WS/RS**
     - **7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs/Vote – WS/RS**
     - **7.2.2 Discuss safe and dangerous methods for weed removal - GD**
     - **7.2.3 Discuss road maintenance – WS/RS**
   - **7.3 Website -DK**
     - **7.3.1 Status of review of sample website –DK/AA**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment.**
10. **Next Meeting is June 8, 2009, St. John's Church, 6:45-8:30 p.m.**

Glastonbury Landowner's Association

2009 Budget Variance Report

April 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonb...	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road Wr...	0.00	10,000.00	-10,000.00	0.0%
Total A13. Contractors - SG Road ...	0.00	10,310.00	-10,310.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	20,928.31	84,373.00	-63,444.69	24.8%
B00. Project Review				
B01. Contractors	0.00	500.00	-500.00	0.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	0.00	675.00	-675.00	0.0%
C00-1 Legal Fees Contingency Fu	290.00	4,000.00	-3,710.00	7.3%
C00. Community/Complaints				
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	0.00	150.00	-150.00	0.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	103.91	600.00	-496.09	17.3%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
Total D03. PVRC	103.91	1,370.00	-1,266.09	7.6%
Total D00. Recreation	103.91	1,370.00	-1,266.09	7.6%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	400.00	-400.00	0.0%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	0.00	900.00	-900.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	370.50	4,000.00	-3,629.50	9.3%
K02. Contractors - Bookkeeper	614.10	3,000.00	-2,385.90	20.5%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	39.60	750.00	-710.40	5.3%
K07. Postage and Delivery	688.73	895.00	-206.27	77.0%
K08. Monthly Board Meetings	1,092.00	2,132.00	-1,040.00	51.2%
K11. Rent				
K11A Special Mtgs	0.00	540.00	-540.00	0.0%
K11B. Storage/Boxes	112.50			
K11. Rent - Other	325.00			
Total K11. Rent	437.50	540.00	-102.50	81.0%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,341.00	-1,341.00	0.0%
Total K12. Insurance	0.00	1,341.00	-1,341.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	219.95			
K19. Quarterly Newsletter	441.80			
Total K00. General Operating Expenses	4,039.18	13,165.00	-9,125.82	30.7%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			

Glastonbury Landowner's Association

2009 Budget Variance Report

April 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	198.00			
110. NG Dwelling 2008	849.25			
110. SG Dwelling 2008	672.04			
111. NG Dwelling 2009	13,171.50	20,880.00	-7,708.50	63.1%
111. SG Dwelling 2009	10,222.90	16,687.00	-6,464.10	61.3%
133. Land 2007	343.00			
134. NG Land 2008	747.75			
134. SG Land 2008	1,078.01			
135. NG Land 2009	17,554.50	32,190.00	-14,635.50	54.5%
135. SG Land 2009	18,535.01	26,346.00	-7,810.99	70.4%
150. GAV	4,263.00	8,526.00	-4,263.00	50.0%
160. Finance Chrgs Late Accnts	206.91			
161. Penalties Late Accounts	88.50			
Total 100. Parcel Assessment Fees	67,930.37	104,629.00	-36,698.63	64.9%
200. Project Review Fees				
201. Application Fee	100.00	250.00	-150.00	40.0%
202. IF - House	0.00	300.00	-300.00	0.0%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	75.00	125.00	-50.00	60.0%
206. IF - Driveway	0.00	85.00	-85.00	0.0%
207. IF - Septic	75.00	85.00	-10.00	88.2%
208. IF - Package	425.00	500.00	-75.00	85.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	100.00	100.00	0.00	100.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	975.00	1,995.00	-1,020.00	48.9%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
Total 300. Roads	433.68	2,200.00	-1,766.32	19.7%
500. Interest Earned				
501. Savings Interest	19.81			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	19.81	300.00	-280.19	6.6%
Total Income	69,358.86	109,124.00	-39,765.14	63.6%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Remov...	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Re...	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A05. Equipment Reg & Ins	1,112.00	2,500.00	-1,388.00	44.5%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	6,250.00	7,000.00	-750.00	89.3%
A11E. Quonset Hut Asset Expe...	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	7,992.49	13,300.00	-5,307.51	60.1%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbu...	0.00	310.00	-310.00	0.0%
A12. Contractors - NG Road Wr...	0.00	10,000.00	-10,000.00	0.0%
Total A12. Contractors - NG Road ...	0.00	10,310.00	-10,310.00	0.0%

GLA 02625

Glastonbury Landowner's Association

2009 Budget Variance Report

April 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	182.00			
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	182.00	1,551.00	-1,369.00	11.7%
Total Expense	25,593.40	109,124.00	-83,530.60	23.5%
Net Ordinary Income	43,765.46	0.00	43,765.46	100.0%
Net Income	**43,765.46**	**0.00**	**43,765.46**	**100.0%**

South Glastonbury

5/11/09 Meeting

Dry Creek Paved

9 homes 11 lots
$3,480-

Virgo

7 homes 11 lots
$3,132-

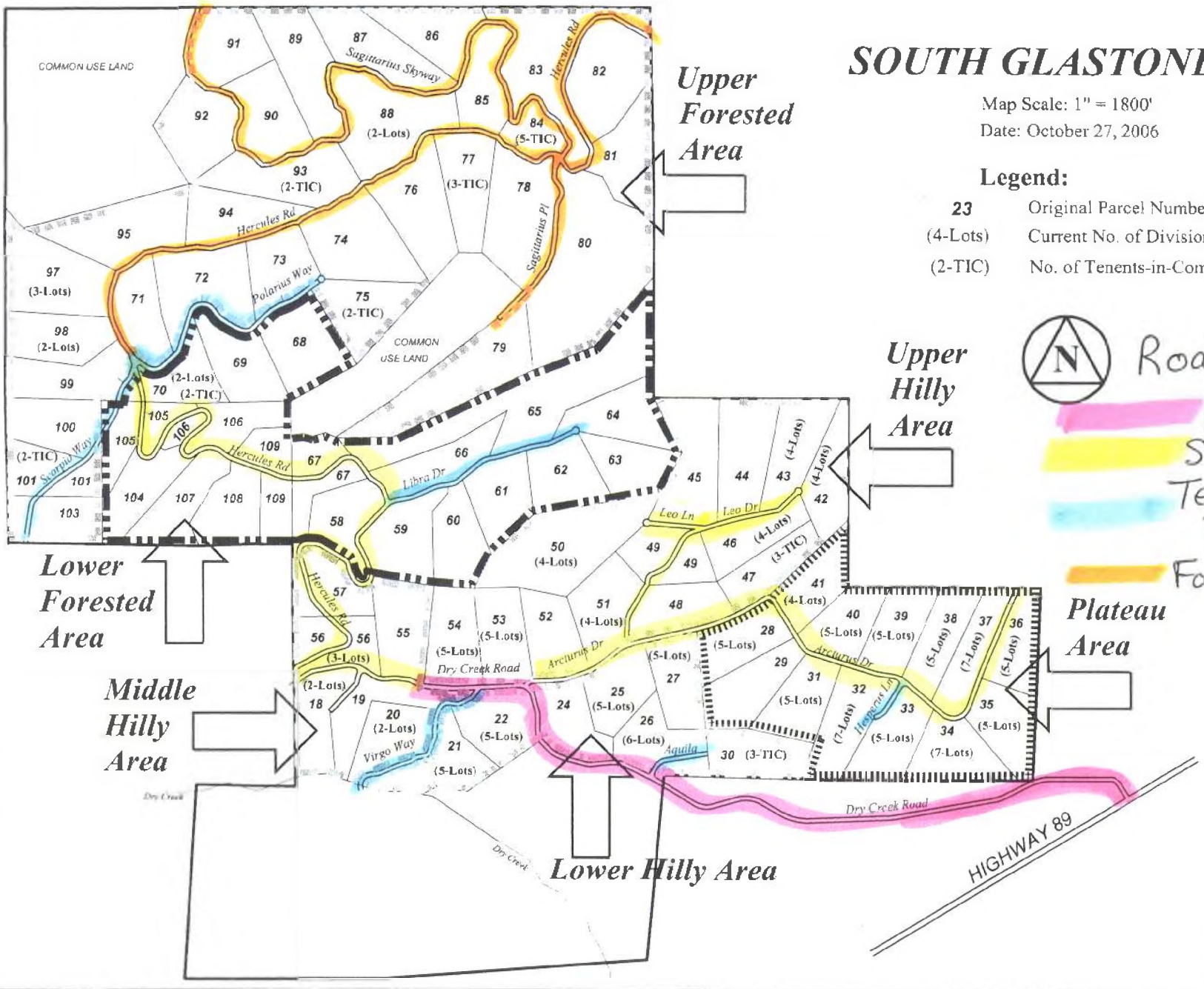
Dry Creek Unpaved

11 homes 15 lots
$4,524

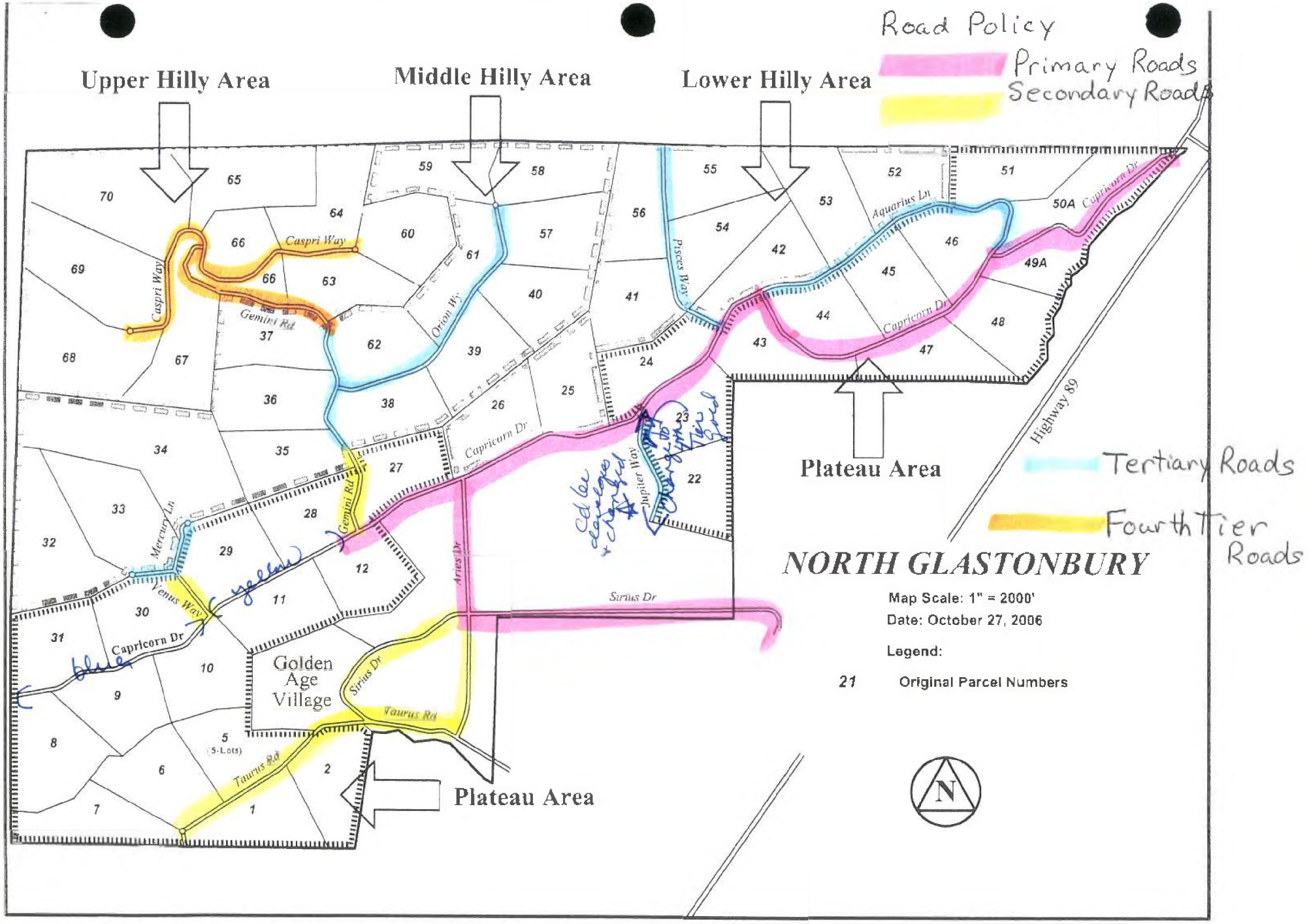
Arcturus	+	Arcturus + Leo	=	total Arcturus Access
43 homes 78 lots	+	15 homes 20 lots	=	58 homes 98 lots
$21,054	+	$6,090	=	$27,144-

Hercules Access

27 homes 67 lots
$16,356-


SOUTH GLASTONBURY
Map Scale: 1" = 1800'
Date: October 27, 2006
Legend:
23 Original Parcel Numbers
(4-Lots) Current No. of Divisions of Parcel
(2-TIC) No. of Tenents-in-Common
Upper Forested Area
Upper Hilly Area
Lower Forested Area
Middle Hilly Area
Lower Hilly Area
Plateau Area
Road Policy
Primary Roads
Secondary Roads
Tertiary Roads
Third Tier
Fourth Tier
COMMON USE LAND
Sagittarius Skyway
Hercules Rd
Sagittarius Pl
Polarius Way
Scorpio Way
Libra Dr
Leo Ln
Leo Dr
Arcturus Dr
Hesperus Ln
Dry Creek Road
Virgo Way
Aquila
HIGHWAY 89

GLA 02628


Road Policy
Primary Roads
Secondary Roads
Tertiary Roads
Fourth Tier Roads
Upper Hilly Area
Middle Hilly Area
Lower Hilly Area
Plateau Area
Plateau Area
Caspri Way
Gemini Rd
Orion Wy
Pisces Way
Aquarius Ln
Capricorn Dr
Jupiter Way
Highway 89
Mercury Ln
Venus Way
Aries Dr
Sirius Dr
Taurus Rd
Golden Age Village
NORTH GLASTONBURY
Map Scale: 1" = 2000'
Date: October 27, 2006
Legend:
21 Original Parcel Numbers
N

GLA 02629

[redacted]

MIKE ADKINS CONSTRUCTION, INC.
PO BOX 32
PRAY, MT 59065
406-333-4408
Licensed-Insured
Fax: 333-9329 Cell: 579-4408

[redacted]

pd: ck 1420 7/8/09

INVOICE
May 11, 2009

Glastonbury Landowners Assn
PO Box 312
Emigrant, MT 59027

Re: Road maintenance
North Glastonbury

7 loads gravel	$ 1750.00 - 250 ea
2 loads Gemini, 2 loads Venus Way, 3 loads Capricorn	
Mobilization	175.00 ~~875~~ ea Taurus
4-30-09 Sirius, Arles & Taurus	
7 hrs blade & 7 hrs roller	1260.00 ÷3 = 420 ea
5-1-09 Gemini, Venus Way, Capricorn	
8 hrs blade & 8 hrs roller	1440.00 ÷3 = 480 ea
5-2-09 Capricorn	
1 hr blade & roll	90.00
5-4-09 Finish north	
4 hrs blade & 4 hrs roller Orion Gemini Venus Taurus	720.00 ÷4 = 180: Orion Gemini Venus Taurus

South Glastonbury

7 loads gravel	2275.00 - 325 each
3 loads Hercules, 3 loads Sagittarius Skyway, 1 load Sagittarius Place	
Mobilization	~~200~~ 00
5-4-09 Arcturus, Leo Drive	
4 hrs blade & 4 hrs roller	720.00 ÷2 = 360 ea
5-5-09 Arcturus, Leo Drive	
8 hrs blade & 8 hrs roller	1440.00 ÷2 = 720 ea
5-6-09 Hercules Road	
8 hrs blade & 8 hrs roller	1440.00 Hercules
6 hrs water truck	450.00
5-7-09 Hercules Road, Sagittarius	
8 hrs blade & 8 hrs roller	1440.00
5-8-09 Sagittarius Skyway, Sagittarius Place	
7 hrs blade & 7 hrs roller	1260.00 ÷ 2 = 630 ea
Total	$ 14,660.00

2280.-
16,940.-
-300
16,640

Thank you

MIKE ADKINS CONSTRUCTION, INC.
PO BOX 32
PRAY, MT 59065
406-333-4408
Licensed-Insured
Fax: 333-9329 Cell: 579-4408

INVOICE
Oct. 27, 2008

Glastonbury Landowners Assn
PO Box 312
Emigrant, MT 59027

Re: Road maintenance
North Glastonbury
10-21-08 Parts of Sirius, Taurus, Venus Way & Gemini
5½ hrs blade ---------- $ 550.00 ÷4= 137.50

South Glastonbury
10-21-08 Arcturus
2½ hrs blade ---------- 250.00 Arcturus
10-22-08 Arcturus
3 hrs blade ---------- 300.00 Arcturus
10-23-08 Finish bad spots Arcturus, Leo Drive, switchbacks on Hercules
7 hrs blade & 6 hrs roller ---------- 1180.00 ÷2 = 590 - Hercules 295 - Arcturus 295 - Leo

Total ---------- $ 2280.00
- 340.- gravel pd.
1940

Thank you

Total
NG = 5885
SG = 10,755

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
- VARIANCE NOTICE -

Per Covenants Section 12.01 Variances, Waiver: The GLA has reserved the right to waive or grant variances to any of the provisions of the Declaration of Covenants and associated rules and standards where, in its discretion, it believes same to be necessary and where the same will not be injurious to the rest of the Community.

Dear Landowner,

- You are receiving this packet because your property is in close proximity to a Landowner who has applied for a variance to our subdivision standards. (See enclosed maps for details.)
- If you would like to offer your ideas and input for the GLA Board to consider with regard to this variance, please fill out the form below and forward your response to the address listed on the variance form (page 2). For clarification, questions, or to give verbal input, you may call Alyssa Angelis on the Project Review Committee at 406-333-9081, or e-mail your comments to: Alyssa@imt.net. Responses may also be faxed to: 406-333-4908.
- Your response must be received within approximately 2 weeks, no later than **May 22, 2009**.
- This variance application will be discussed at our **May 11, 2009** Board meeting, held at St. John's Church in Emigrant from 6:45 to 9:00 pm. You are invited to attend and offer additional input during this meeting at approximately 7:30 pm when this project is reviewed. The board will consider any further input it receives after this date before making the final decision around May 25.
- To verify the authenticity of your response, we must receive your name and parcel/lot number on the form below. All responses will be handled with strict confidentiality. If you wish to remain anonymous in this process, however, please indicate this below, and our administrative secretary, Denise Orr Kirk (who will screen all responses) will remove your name from the bottom of this form before filing or distributing. This will ensure that your identity will not be revealed to anyone else, including Board members or the party requesting the variance.

DETAILS OF VARIANCE

Landowner Requesting Variance: Pouwell Gelderloos
Parcel/Tract No.: 33-A North Glastonbury

Description:

This variance application pertains to subdivision density standards as outlined in the Master Plan. The current density standard for the "Middle Hilly Area" of North Glastonbury indicates a maximum of 5 lots for each original parcel, with a minimum lot size of 3 acres.

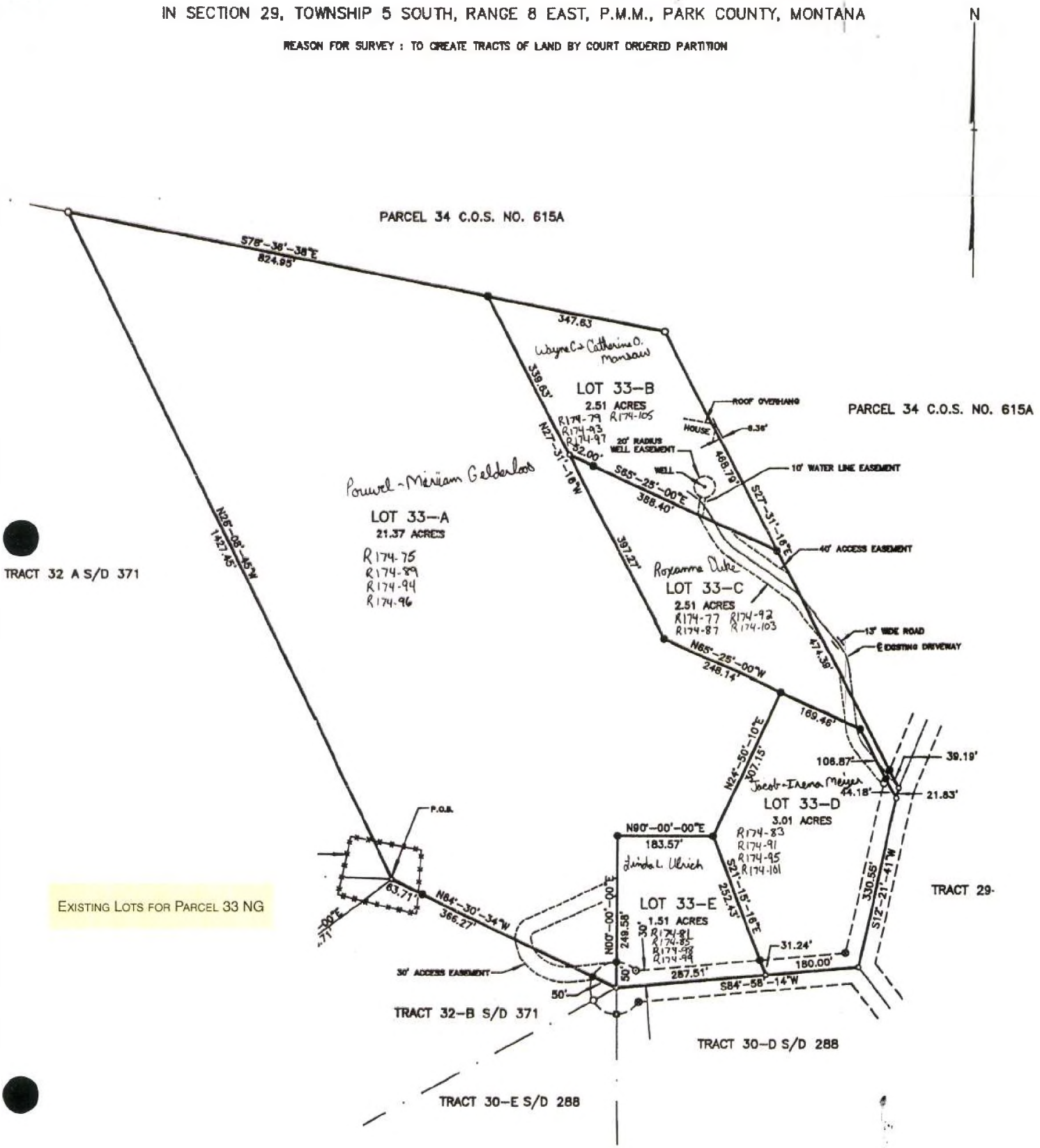
The original acreage of Parcel 33 is approximately 30 acres, and has already been divided into 5 lots. Lot 33-A is the largest lot in the divided parcel, and is 21.37 acres with the existing development of two dwellings: 1) the main house and 2) a large shop with an apartment. The owners of lot 33-A are requesting that they be allowed to establish a 6th lot that will encompass the shop/apartment building so it can be conveyed to their son who is living there, or if necessary some time in the future, provide a modest home for the owners should financial circumstances force them into foreclosure on their main house, which is a current concern. Due to existing development of the main house with landscaping and a sprinkler system, and the steep terrain behind it, the owner is requesting that the new lot be 1.28 acres instead of the required 3 acres. The owner has agreed that no further development will occur on this newly conveyed lot.

The Board will be reviewing this variance using the guidelines established by the Master Plan, and will determine the appropriate conditions should approval be granted.

CERTIFICATE OF SURVEY 1736

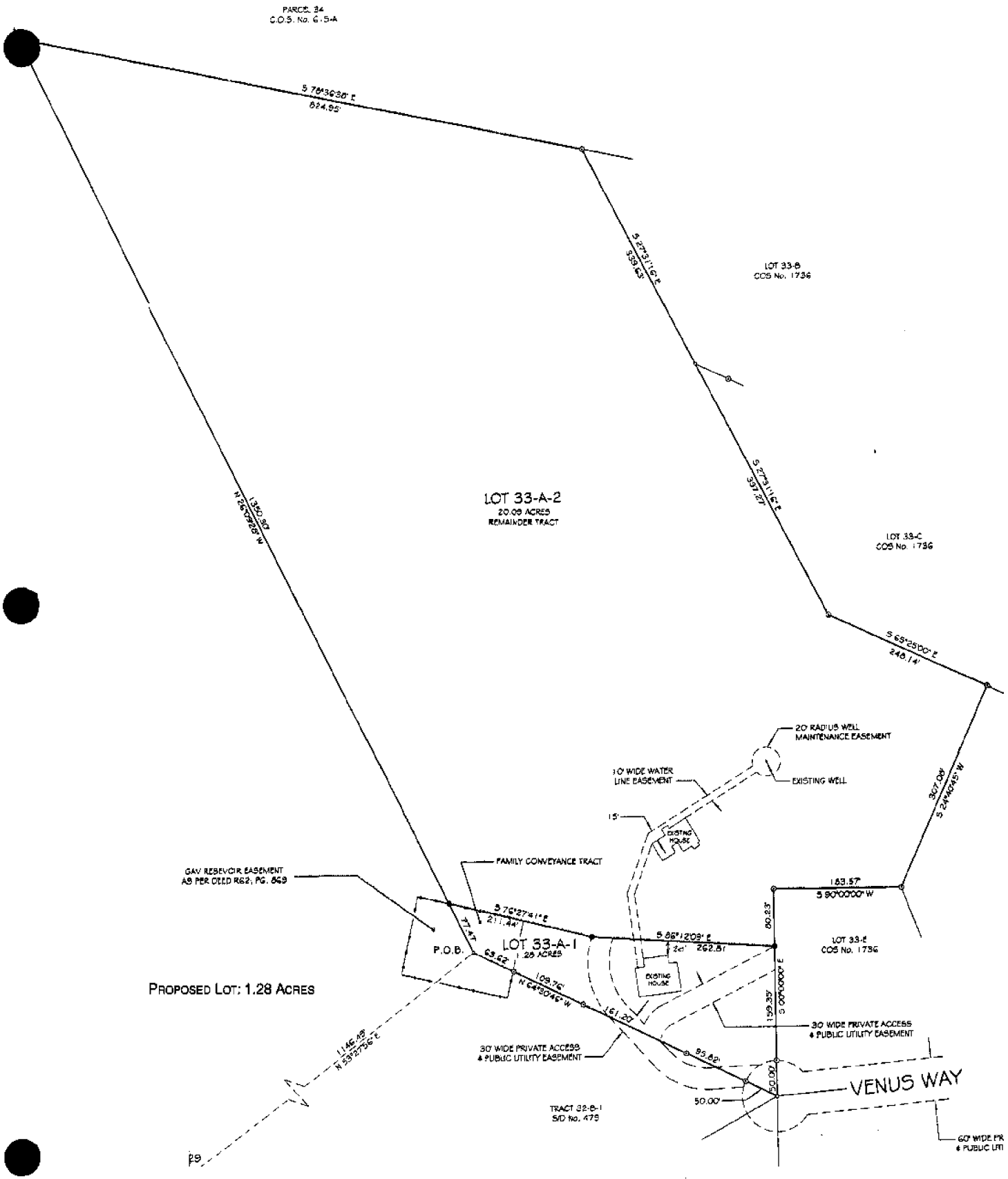
PARTITION OF TRACT 33 AS SHOWN ON CERTIFICATE OF SURVEY NO. 615A, LOCATED IN SECTION 29, TOWNSHIP 5 SOUTH, RANGE 8 EAST, P.M.M., PARK COUNTY, MONTANA

REASON FOR SURVEY : TO CREATE TRACTS OF LAND BY COURT ORDERED PARTITION



EXISTING LOTS FOR PARCEL 33 NG

GLA 02633


PARCEL 34
C.O.S. No. 6-5-A
S 78°36'38" E
824.95'
S 27°31'16" E
339.63'
LOT 33-B
COS No. 1736
S 27°31'16" E
337.27'
LOT 33-A-2
20.09 ACRES
REMAINDER TRACT
LOT 33-C
COS No. 1736
S 63°25'00" E
248.14'
N 26°09'28" W
1350.30'
20' RADIUS WELL
MAINTENANCE EASEMENT
10' WIDE WATER
LINE EASEMENT
EXISTING WELL
15'
EXISTING
HOUSE
307.04'
S 24°40'45" W
GAV RESEVOIR EASEMENT
AS PER DEED R62, PG. 849
FAMILY CONVEYANCE TRACT
S 76°27'41" E
211.44'
77.47'
P.O.B.
LOT 33-A-1
1.28 ACRES
63.62'
109.76'
N 64°30'46" W
161.20'
S 88°12'08" E
262.81'
2±'
EXISTING
HOUSE
183.57'
S 90°00'00" W
60.23'
LOT 33-E
COS No. 1736
S 00°00'00" E
159.35'
30' WIDE PRIVATE ACCESS
& PUBLIC UTILITY EASEMENT
PROPOSED LOT: 1.28 ACRES
1145.48'
N 53°27'56" E
30' WIDE PRIVATE ACCESS
& PUBLIC UTILITY EASEMENT
95.82'
50.00'
50.00'
VENUS WAY
TRACT 32-B-1
S/D No. 479
60' WIDE PR
& PUBLIC UTI

GLA 02634

5/11/09 MTG

GLA Shelter Checklist Report

North Glastonbury:

Parcel 2 Community Conservation: Needs to paint air towers

Parcel 28 Lifesaver Shelter: Needs to paint air towers and do some reseeding

Parcel 38E Buddha's Bunkhouse: Needs to remove metal fencing pile

Parcel 57 Newhouse Shelters: Reseed hill cut, may need to grade it

South Glastonbury:

Parcel 39E Victory Shelter: remove old tire, fix steep grades and reseed, finish structure or possibly build fence screen, knapweed infestation

Parcel 47: Remove metal scrap, finish painting structure or use dirt and rock piles to create a berm to screen shelter, feather grades and reseed

Parcel 60: Move concrete pipe and scrap metal, feather hill cut and reseed

Parcel 70B: CRI remove metal trailer parts

Parcel 105B: Finish painting structure or use dirt and rock piles to create a berm to screen shelter, finish grades and reseed; knapweed infestation on both sides of the road

Policy
Re: Driving Safety Requirements in Glastonbury
UPDATED APRIL 2009

To Glastonbury Landowners:

From time to time, the Glastonbury Landowners Association (GLA) has received complaints regarding unsafe or disturbing driving practices by individuals on Glastonbury platted and private roads. These complaints have included driving too fast and above the posted speed limits, trespassing on private property, disturbance from loud noises produced by ATVs and, in some cases, damage to private roads and newly surfaced platted roads.

Driving Safety Requirements on Platted Roads in Glastonbury - Policy

Please carefully review the following policy and be sure to pass these requirements on to your family, renters and guests.

All individuals who drive vehicles (including snow mobiles, motorcycles and ATVs) on Glastonbury common roads are required to uphold the following:

- Retain a current driver's license
- Possess current vehicle insurance in compliance with Montana law
- Possess current legal vehicle registration
- Follow safe driving methods, including caution when approaching children and pedestrians
- Observe stop signs and posted speed limits
- Use common sense regarding safety when weather and safety conditions (such as snow or ice) necessitate slowing down
- Avoid disturbing neighbors with excessive vehicle noise
- Avoid driving your vehicle in ways that will damage the roads (Driving above the posted speed disperses gravel from the road surface and causes rutting thereby wasting your assessment dollars)
- Respectfully observe private property; Do not trespass upon private roads or land

Some of our children love to ride their bicycles on Glastonbury roads as well, so it's important to keep an eye out for them, especially when leaving our driveways and approaching blind corners. Parents, also please remember to review basic common sense bicycle safety practices with you children.

Thank you for upholding these driving standards and for remembering to pass this information on to your family, renters and guests as appropriate. We hope that all who live in Glastonbury will be able to enjoy a sense of peace and security in a community that respects safe and courteous driving practices.

Sincerely,

THE BOARD OF DIRECTORS

Policy
Re: Discharge of Firearms in Glastonbury
UPDATED APRIL 2009

To Glastonbury Landowners:

In recent months the Glastonbury Landowners Association (GLA) has received several inquiries of concern regarding the discharge of firearms in the Glastonbury Subdivisions. Although the Association does not regulate the use of firearms, except for prohibiting their discharge or use for hunting on "Common Lands" (see "Covenants for the Community of Glastonbury, Section 7 - 7.01d), it does strongly recommend holding strictly to the safe and considerate use of firearms so that Landowners will not find themselves in the position of either being a nuisance or an endangerment to their neighbors.

Park County does not regulate the discharge of firearms outside of municipal city limits, yet the sheriffs do strongly recommend specific gun safety practices and encourage those who own guns to participate in gun safety courses. The sheriffs have informed us that any individual discharging a firearm becomes legally responsible for that round of ammunition wherever it may go. This includes the ricochet phenomena and any physical or property damage that may ensue. They have suggested that property owners establish safe shooting ranges on their property (i.e. shooting towards a hill where there is soft sand or dirt without rocks; best lined with old tires filled with sand). An individual should never shoot in a direction where there is a home or road behind the intended target.

Shooters are reminded that the high powered weapons intended for deer and elk hunting have a range of three (3) miles and the bullet can penetrate several inches of oak. In areas where homes are in relatively close proximity, there is no safe place to shoot. Only those locations with adequate space and background can be considered safe for the shooting of such weapons.

We hope that individuals in Glastonbury who discharge firearms will strive to be considerate of their neighbors and choose not to act in any manner that would impose a sense of fear or concern upon them. One way this might be accomplished would be to give a courtesy call to neighbors (within hearing range) when planning to discharge a gun. A quick call to neighbors to inform them of the location of the shooting range and that safe measures have been taken to prevent an accident could greatly alleviate any stress or confusion regarding the nature of the sound of gunshots.

Thank you for your serious consideration of this message.

Sincerely,

THE BOARD OF DIRECTORS

2009-06-15_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 15, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura Boise at 7:35 p.m., at Golden Ratio Woodworks..
PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Sheridan (Treasurer) Alyssa Angelis, Janet Naclerio, Gerald Dubiel, Dan Kehoe, Jr., Frances Owen, Paul Ranttalo, William Smith & Rich Spallone
ABSENT: Charlotte Mizzi
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secy)
LANDOWNERS/GUESTS: Leo & Dorothy Keeler, Ben van derVegt

2. Set Agenda.

3. Approval of Meeting Minutes: May 11, 2009

MOTION: Janet motioned and Gerald seconded to approve the May 11, 2009 meeting minutes with amendments. **Motion carried.**

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

Sheridan reviewed "Check Detail, May 2009" and "Check Deposit, May 2009" and the "Budget Variance Report, May 2009."
UNANIMOUS AGREEMENT: The Board approved the Treasurer's reports for May 2009.

5. Officers' Reports

5.1 Executive Committee – LB/RB/SS/JN

5.1.1 Summer Newsletter - DOK

5.1.1. Discuss topics/date timelines for articles, stuffing, volunteers - DOK

The Board agreed to send the summer newsletter in August (day to be determined) with the first GLA election meeting notice. Topics will include: (1) Cheat grass article w/further physical description of what it looks like and when it should be sprayed; instructions re: dates GLA will spray and how landowners can put up sign if they don't want spray on their bordering land, etc. (2) An article requesting volunteers help to help with mailings, etc.
ACTION ITEM: ***Gerald*** – Develop cheat grass article and send to Denise
ACTION ITEM: ***Denise***- Send e-mail to Board requesting topic ideas for newsletter.

5.1.2 Status of response from landowners re: repair of fence in High South – FO

Frances reported that 3 out of the 4 landowners contacted regarding Neil's offer to repair their fences, stated they would do repairs on their own. Neil and Steve plan to repair L. Moore's fence during the second week of July.

5.2 Election Committee – Board/DOK

5.2.1 Determine Committee Chairs

Discussion. Sheridan volunteered to be the Committee Chair for the Election Committee. Janet volunteered to help with refreshments at the Nov. 14 annual meeting/elections..

File: MtgMins 06 15 09
Draft: 07 15 09 Final
Approved: 07 13 09

5.3 Budget Committee – SS/LB/RB//JN/CM/FO/DK

5.3.1 Determine Dates & Goals for 2010 Budget Planning

ACTION ITEM: ***Budget Committee*** – Meet Mon, 7/20, 7 p.m. at Sheridan's home.
ACTION ITEM: ***Denise*** – E-mail a request to committee chairs to send 2010 budget proposal to Sheridan and Denise no later than July 17th.
ACTION ITEM: ***Committee Chairs*** – E-mail committee budget proposals to Sheridan and Denise no later than July 17th.
ACTION ITEM: ***Denise*** – Xerox copies of budget proposals from chairs; give xerox copies to Sheridan for those attending July 20th Budget Committee Meeting.

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 GLA's easement in upper South - GD

6.1.1.1 Contact w/Neil Kremer re: possible gate at end of Sagittarius – WS
William reported he spoke to Neil about possible gate, but no plan was made.

6.1.2 Update: Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD
Alyssa reviewed the variance responses received from the variance mailing, and the details of discussion of approval conditions with Pouwel. Alyssa described how Pouwel agreed that he would abide by the condition that no further dwellings would be built on either the new lot, or in the lower plateau area of the remainder lot. Discussion.
MOTION: Janet motioned and Sheridan seconded to approve Pouwel Gelderloos' variance request to create a 6th lot on Lot 33-A (NG) with the conditions that no further dwellings nor any structures of substantial nature will be built in on either the new lot, 33-A1, or in the lower plateau area of the remainder lot, 33-A2. Further, it shall be spelled out that should a guest house be located in the higher elevation of the remainder lot, 33-A2, any driveway shall follow the GLA standards for driveways. **Motion carried.**
(3 abstentions from William, Gerald and Paul)

6.2 Community Committee –LB/RB

6.2.1 Landowner Concerns

6.2.1.1 Status of weed removal at NG reservoir – CM Tabled.

6.4 Road Committee – WS/RS

6.4.1 Status of road mileage/gravel & cost allocation project – Road Committee Tabled.

6.5 Recreation Committee – LB/JN

6.5.1 PVRC

6.5.1.1 Lawnmower Purchase Proposal/Vote - LB
The Board discussed the GLA's responsibility to maintain the PVRC fields and a proposal to purchase a Snapper lawnmower for $2, 800. The Soccer Association (which subleases the soccer fields) has pledged $1,000 toward the purchase of the proposed lawnmower, in exchange for lease permis on the field for upcoming soccer seasons. Discussion.
MOTION: Richard motioned and William seconded to approve the GLA's purchase of the Snapper lawnmower by paying $1,800 of the purchase price or,

if possible to obtain it on credit, to pay $600 toward it now and $1,200 next year (without interest). **Motion carried unanimously.**

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 Review draft letter to K. Ramp – AA/RB/GD

The Board discussed the letter drafted to Ramp.

ACTION ITEM: ***Denise*** – Research any information regarding past conditions of approval for Ramp's gate.

ACTION ITEM: ***Gerald or Rich*** – Check to see if the Ramp gate is in the proper placement.

UNANIMOUS AGREEMENT: The Board agreed that the letter drafted to Ramp "Re: Gate blocking access to GLA Easement" should be sent to Ramp.

ACTION ITEM: ***Denise*** – Put Ramp letter on GLA letterhead for Richard's signature.

7.1.2 Parcel 31-D (SG)/Rudy & Clare Parker- Pole Barn Application - AA

Alyssa reviewed the Parker's application.

MOTION: Alyssa motioned and William seconded to approve the Parker's pole barn application on Parcel 31-D (SG) with the conditions that any disturbed land be reseeded and that the necessary electrical permits be obtained. **Motioned carried.**

7.2 Road/Weed –WS/RS

7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs/Vote – WS/RS

7.2.2 NG Chip Sealing Road Proposal & Letter – WS/RS

William gave an overview and passed out the details related to the proposal for chip sealing the NG roads in July and writing to the landowners to approve this project. Discussion included giving the landowners proper notice and the scheduling of informational meetings at the NG Community Center.

MOTION: Sheridan motioned and Richard seconded to write to NG landowners and to ask them to vote on a ballot to approve a special assessment for chip sealing the NG NG roads in July 2009. The landowners would also be asked to indicate their individual choice of either a 5-year payment plan at 5% interest or a one-time payment with no interest. **Motion carried.**

ACTION ITEM: ***William/Laura/Alyssa/Sheridan/Richard, etc*** – Finalize chip sealing letter, fact sheet and ballots.

ACTION ITEM: ***Denise*** – Prepare envelopes for chip seal mailing.

ACTION ITEM: ***Sheridan*** – Facilitate stuffing chip sealing mailing. Assist w/follow up calls to landowners..

7.2.3 Discuss road maintenance – WS/RS Tabled.

7.3 Website -DK

7.3.1 Website upgrades –DK Tabled.

7.4 Community Concerns – RB (added to agenda)

7.4.1 Leo & Dorothy Keeler briefly reviewed their complaint re: barking dogs.
ACTION ITEM: ***Richard*** – Review the Keeler's complaint package and present proposal to the Board.

8. Comment Period for Visiting Landowners. (5-10 min.)

9. Adjournment – 10:25 p.m.

10. Next Meeting is July 13, 2009, St. John's Church, 6:45-8:30 p.m.

File: MtgMins 06 15 09
Draft: 07 15 09 Final
Approved: 07 13 09

2009-06-15_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

June 15, 2009 - St. John's Church, Emigrant (6:45 – 8:30 pm)

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes for May 11, 2009**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/SS/JN**
     - **5.1.1 Summer Newsletter - DOK**
       - **5.1.1.3 Discuss topics/date timelines for articles, stuffing, volunteers - DOK**
     - **5.1.2 Status of response from neighbors re: repair of fence in High South – FO**
   - **5.2 Election Committee – Board/DOK**
     - **5.2.1 Determine Committee Chairs**
   - **5.3 Budget Committee – SS/LB/RB//JN/CM/FO**
     - **5.3.1 Determine Dates & Goals for 2010 Budget Planning**
6. **UNFINISHED BUSINESS**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 GLA's easement in upper South - GD**
       - **6.1.1.1 Contact w/Neil Kremer re: possible gate at end of Sagittarius – WS** Tabled
     - **6.1.2 Update: Pouwel Gelderloos, Lot 33-A (NG), Family Conveyance – AA/GD**
   - **6.2 Community Committee –LB/RB**
     - **6.2.1 Landowner Concerns**
       - **6.2.1 Status of weed removal at NG reservoir - CM**
   - **6.4 Road Committee – WS/RS**
     - **6.4.1 Status of Upper South Gate Sign**
     - **6.4.3 Status of road milage/gravel & cost allocation project – Road Committee**
   - **6.5 Recreation Committee – LB/JN**
     - **6.5.1 PVRC**
       - **6.5.1.1 Lawnmower Purchase Proposal/Vote - LB**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Review draft letter to K. Ramp – AA/RB/GD**
     - **7.1.2 Parcel 31-D (SG)/Rudy & Clare Parker- Pole Barn Application - AA**
   - **7.2 Road/Weed –WS/RS**
     - **7.2.1 Proposal re: Cost of William Irby's bid for 3 wooden signs/Vote – WS/RS**
     - **7.2.2 NG Road Proposal & Letter – WS/RS**
     - **7.2.3 Discuss road maintenance – WS/RS**
   - **7.3 Website -DK**
     - **7.3.1 Website upgrades –DK**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment.**
10. **Next Meeting is July 13, 2009, St. John's Church, 6:45-8:30 p.m.**

Glastonbury Landowner's Association

2009 Budget Variance Report

May 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	348.00			
110. NG Dwelling 2008	934.55			
110. SG Dwelling 2008	923.79			
111. NG Dwelling 2009	13,519.50	20,880.00	-7,360.50	64.7%
111. SG Dwelling 2009	11,258.90	16,687.00	-5,428.10	67.5%
133. Land 2007	493.00			
134. NG Land 2008	833.05			
134. SG Land 2008	1,647.76			
135. NG Land 2009	18,076.50	32,190.00	-14,113.50	56.2%
135. SG Land 2009	20,939.97	26,346.00	-5,406.03	79.5%
150. GAV	4,263.00	8,526.00	-4,263.00	50.0%
160. Finance Chrgs Late Accnts	225.95			
161. Penalties Late Accounts	126.60			
Total 100. Parcel Assessment Fees	73,590.57	104,629.00	-31,038.43	70.3%
200. Project Review Fees				
201. Application Fee	175.00	250.00	-75.00	70.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	75.00	125.00	-50.00	60.0%
206. IF - Driveway	75.00	85.00	-10.00	88.2%
207. IF - Septic	150.00	85.00	65.00	176.5%
208. IF - Package	850.00	500.00	350.00	170.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	2,607.50	1,995.00	612.50	130.7%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
Total 300. Roads	433.68	2,200.00	-1,766.32	19.7%
500. Interest Earned				
501. Savings Interest	27.05			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	27.05	300.00	-272.95	9.0%
Total Income	76,658.80	109,124.00	-32,465.20	70.2%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Removal - Other	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Removal	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A05. Equipment Reg & Ins	1,112.00	2,500.00	-1,388.00	44.5%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	14,702.67	30,225.00	-15,522.33	48.6%

Glastonbury Landowner's Association

2009 Budget Variance Report

May 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	6,250.00	7,000.00	-750.00	89.3%
A11E. Quonset Hut Asset Expense	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	7,992.49	13,300.00	-5,307.51	60.1%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	310.00	-310.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	10,000.00	-10,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	10,310.00	-10,310.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	10,000.00	-10,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	10,310.00	-10,310.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	28,074.66	84,373.00	-56,298.34	33.3%
B00. Project Review				
B01. Contractors	525.00	500.00	25.00	105.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	525.00	675.00	-150.00	77.8%
C00-1 Legal Fees Contingency Fu	435.00	4,000.00	-3,565.00	10.9%
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	129.01	600.00	-470.99	21.5%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
Total D03. PVRC	129.01	1,370.00	-1,240.99	9.4%
Total D00. Recreation	129.01	1,370.00	-1,240.99	9.4%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	0.00	400.00	-400.00	0.0%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	0.00	900.00	-900.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	552.50	4,000.00	-3,447.50	13.8%
K02. Contractors - Bookkeeper	929.10	3,000.00	-2,070.90	31.0%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	62.06	750.00	-687.94	8.3%
K07. Postage and Delivery	530.75	895.00	-364.25	59.3%
K08. Monthly Board Meetings	1,617.01	2,132.00	-514.99	75.8%
K10. Cash Advance	160.00			

Glastonbury Landowner's Association

2009 Budget Variance Report

May 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
K11. Rent				
K11A Special Mtgs	0.00	540.00	-540.00	0.0%
K11B. Storage/Boxes	132.50			
K11. Rent - Other	325.00			
Total K11. Rent	457.50	540.00	-82.50	84.7%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	511.15			
K19. Quarterly Newsletter	447.79			
Total K00. General Operating Expenses	6,743.86	13,165.00	-6,421.14	51.2%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	182.00			
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	182.00	1,551.00	-1,369.00	11.7%
Total Expense	36,214.53	109,124.00	-72,909.47	33.2%
Net Ordinary Income	40,444.27	0.00	40,444.27	100.0%
Net Income	**40,444.27**	**0.00**	**40,444.27**	**100.0%**

North Glastonbury
Chip Sealing Project to Maintain Existing Asphalt Roads
Description of Scope of Work, Estimated Costs
and Estimated Assessments to Land Owners and GAV

Estimated Amount of Assessments to North Glastonbury Residents

	Up front Payoff (one time)	4 yr pymt Plan (cost/yr)	5 yr. pymt (cost/yr)
Developed Lots (Assessment per lot)	$ 740	$ 222	$ 190
Undeveloped Lots (Assessment per lot)	$ 370	$ 111	$ 95
Golden Age Village Mobile Home Park (Lump sum assessment)	$ 12,052	$ 3,615	$ 3,009

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

July 13, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.
The meeting was called to order by Laura Boise at 7:10 p.m., at Golden Ratio Woodworks.
PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Sheridan Stenberg (Treasurer), Alyssa Angelis (left at 7:35), Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi, Paul Ranttalo, William Smith (arrived 7:20) & Rich Spallone (aka Rich).
ABSENT: Janet Naclerio, Frances Owen and Alyssa Angelis (after 7:35 p.m.)
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
LANDOWNERS/GUESTS: Leo & Dorothy Keeler (brief visit prior to the meeting)

2. Set Agenda.

3. Approval of Meeting Minutes: June 15, 2009
MOTION: Gerald motioned and Paul seconded to approve the June15, 2009 meeting minutes with amendments. **Motion carried.** (1 abstention – Charlotte, who was not present)

4. Treasurer Reports-Budget Variance, Check & Deposit – SS
Sheridan reviewed "Check Detail, June 2009" and "Deposit Detail, June 2009" and the "Budget Variance Report, June 2009."
UNANIMOUS AGREEMENT: The Board approved the Treasurer's June 2009 reports.

5. Officers' Reports

5.1 Executive Committee – LB/RB/SS/JN

5.1.1 Summer Newsletter - DOK

5.1.1.3 Discuss topics/date timelines for articles - DOK
ACTION ITEM: ***Board*** – If writing an article for newsletter, send to Denise by e-mail no later than August 1.

5.2 Election Committee – Board/DOK

5.2.1 Timelines for candidate info and mailings - DOK
ACTION ITEM: Board Members Up for Re-election: By August 10 meeting, confirm with Denise if you plan to run as a Board candidate in November.

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 GLA's easement in upper South – GD (Transfer to Sept. Agenda)

6.1.1.1 Possible gate at end of Sagittarius – WS
William reviewed that the gate would be on the GLA's Common Land and is a part of the Forest Service's fence.
MOTION: William motioned and Charlotte seconded to allocate $100 for the cost of constructing a gate at the end of Sagittarius if those interested (Ken & Debbie DeGraaf and Philip Hoag) were willing to construct the gate.
Motion carried unanimously.

ACTION ITEM: ***Laura*** - Contact the DeGraafs and Philip regarding the GLA's offer to provide $100 for gate materials if they are willing to construct the gate.

6.2 Community Committee –LB/RB

6.2.1 Landowner Concerns

6.2.1 Status of weed removal at NG reservoir - CM

Discussion.

ACTION ITEM: ***Gerald & Paul*** - Reseed NG reservoir and facilitate weed spraying one more time..

6.2.2 Complaint re: K. Ulrich property - LB

Laura reported that she spoke with Monique Brunson, who wrote up the most recent complaint regarding the Ulrich property. Laura plans to write a 30-day notice to Ulrich to clean up her property.

ACTION ITEM: ***Laura*** - Prior to sending a 30-day notice letter, speak to Randy Taylor (City Sanitarian) and Ulrich's daughter, Julie.

6.4 Road and WeedCommittee – WS/RS

6.4.1 Status of road mileage/gravel & cost allocation project – Road Committee

It was reviewed that the Road Committee needs to put together for future GLA Boards, a map of problem areas in addition to information re: road mileage, gravel and cost allocation for the GLA Roads.

6.4.2 Update: NG Chip Sealing Project – WS/RS

Discussion.

ACTION ITEM: ***William*** – Finalize: (1) Announcement to mail to Landowners re: NG chip sealing voting outcome, etc.; (2) Special Assessment payment schedules, (3) Form and instructions for investors; (4) List of talking points to use when talking to potential investors, and; **(5)** Payment solutions to help carry loan for chip sealing.

ACTION ITEM: ***Denise*** –Draft a telephone tree announcement re: final chip sealing meeting on July 16 (meeting required by the GLA's bylaws) & e-mail to Sheridan.

ACTION ITEM: ***Laura/Charlotte/Denise*** – Attend/facilitate July 16 meeting.

ACTION ITEM: ***Road Committee*** – Write a thank you letter to the chip sealer company; ask if they would inform us when they plan to be in the area again. Send to Denise to put on letterhead, etc.

ACTION ITEM: ***Denise*** – Add to procedures project that the Road Committee needs to keep an eye on the chip sealing needs of our roads and that it should ask road contractors to inform the GLA as to when they plan to be in the area again.

7. NEW BUSINESS

7.1 Project Review – AA/RS

7.1.1 62 (NG) - Brad Smith, Cabin Placement & Septic

Alyssa reviewed.

MOTION: Alyssa motioned and Richard seconded to approve Brad Smith's cabin placement and septic application on Parcel 62 (NG) on the conditions that the electric and plumbing permits are obtained and the land is reseeded after construction. **Motion carried unanimously.**

7.1.2 63 (SG) - John and Pam Richardson, Driveway and Well
Alyssa reviewed.
MOTION: Alyssa motioned and Charlotte seconded to approve John and Pam Richardson's driveway and well application for Parcel 63 (SG) on the conditions that the placement of the well shall be at least 50 feet from the property line and disturbed land will be reseeded following construction. **Motion carried unanimously.**

7.1.3 36-B (NG) – Patricia Harth, Room Addition
Alyssa reviewed.
MOTION: Alyssa motioned and Richard seconded to approve Patricia Harth's room addition on Lot 36-B (NG) on the condition that the proper septic and electric permits are obtained and any disturbed land will be reseeded after construction. **Motion carried unanimously.**

7.2 Road/Weed –WS/RS
7.2.1 Discuss road maintenance – WS/RS Tabled.

7.3 Website -DK
7.3.1 Website upgrades –DK
Discussion. It was suggested that theGLA's website should provide helpful information to new landowners when they first move to Glastonbury.
MOTION: Dan motioned and Charlotte seconded to approve Dan changing the GLA website so that it can be easily maintained. **Motion carried unanimously.**

7.4 Recreation Committee –LB/JN
7.4.1 PVRC –LB – addition to agenda
Laura confirmed that the lawnmower had been purchased.

8. **Comment Period for Visiting Landowners. (5-10 min.)** No landowners present.

9. **Adjournment – 8:49 p.m.**

10. **Next Meeting is August 10, 2009, St. John's Church, 6:45-8:30 p.m. (The location of the meeting was later changed to Sheridan Stenberg's home)**

File: MtgMins 07 13 09 ; 08 11 09-FINAL
Draft (s):
Final Approval:08 10 09

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

July 13, 2009

St. John's Church, Emigrant (6:45 – 8:30 pm)

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes for May 11, 2009**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/SS/JN**
     - **5.1.1 Summer Newsletter - DOK**
       - **5.1.1.3 Discuss topics/date timelines for articles - DOK**
   - **5.2 Election Committee – Board/DOK**
     - **5.2.1 Timelines for candidate info and mailings - DOK**
6. **UNFINISHED BUSINESS**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 GLA's easement in upper South - GD**
       - **6.1.1.1 Possible gate at end of Sagittarius – WS**
   - **6.2 Community Committee –LB/RB**
     - **6.2.1 Landowner Concerns**
       - **6.2.1 Status of weed removal at NG reservoir - CM**
       - **6.2.2 Complaint re: K. Ulrich property - LB**
   - **6.4 Road Committee – WS/RS**
     - **6.4.1 Status of road milage/gravel & cost allocation project – Road Committee**
     - **6.4.2 Update: NG Chip Sealing Project – WS/RS**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 62 (NG) - Brad Smith, Cabin Placement & Septic**
     - **7.1.2 63 (SG) - John and Pam Richardson, Driveway and Well**
     - **7.1.3 36-B (NG) – Patricia Harth, Room Addition**
   - **7.2 Road/Weed –WS/RS**
     - **7.2.1 Discuss road maintenance – WS/RS**
   - **7.3 Website -DK**
     - **7.3.1 Website upgrades –DK**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment.**
10. **Next Meeting is August 10, 2009, St. John's Church, 6:45-8:30 p.m.**

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Glastonbury Landowner's Association

2009 Budget Variance Report

JUNE 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	357.30			
110. NG Dwelling 2008	1,606.79			
110. SG Dwelling 2008	1,205.24			
111. NG Dwelling 2009	15,014.40	20,880.00	-5,865.60	71.9%
111. SG Dwelling 2009	11,633.90	16,687.00	-5,053.10	69.7%
128. Land 2002	40.00			
132. Land 2006	4.23			
133. Land 2007	522.30			
134. NG Land 2008	1,480.29			
134. SG Land 2008	2,088.23			
135. NG Land 2009	19,662.06	32,190.00	-12,527.94	61.1%
135. SG Land 2009	21,774.92	26,346.00	-4,571.08	82.6%
150. GAV	4,263.00	8,526.00	-4,263.00	50.0%
160. Finance Chrgs Late Accnts	484.47			
161. Penalties Late Accounts	202.65			
Total 100. Parcel Assessment Fees	80,339.78	104,629.00	-24,289.22	76.8%
200. Project Review Fees				
201. Application Fee	175.00	250.00	-75.00	70.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	75.00	125.00	-50.00	60.0%
206. IF - Driveway	75.00	85.00	-10.00	88.2%
207. IF - Septic	150.00	85.00	65.00	176.5%
208. IF - Package	850.00	500.00	350.00	170.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	2,607.50	1,995.00	612.50	130.7%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
Total 300. Roads	433.68	2,200.00	-1,766.32	19.7%
500. Interest Earned				
501. Savings Interest	42.31			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	42.31	300.00	-257.69	14.1%
Total Income	83,423.27	109,124.00	-25,700.73	76.4%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Rem...	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Re...	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	0.00	3,200.00	-3,200.00	0.0%
A05. Equipment Reg & Ins	1,112.00	2,500.00	-1,388.00	44.5%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	14,702.67	30,225.00	-15,522.33	48.6%
A09. Administration	136.50			

Glastonbury Landowner's Association

2009 Budget Variance Report

JUNE 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	6,924.62	7,000.00	-75.38	98.9%
A11E. Quonset Hut Asset Exp...	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	8,667.11	13,300.00	-4,632.89	65.2%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glaston...	0.00	310.00	-310.00	0.0%
A12. Contractors - NG Road W...	0.00	10,000.00	-10,000.00	0.0%
Total A12. Contractors - NG Road...	0.00	10,310.00	-10,310.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glaston...	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road W...	0.00	10,000.00	-10,000.00	0.0%
Total A13. Contractors - SG Road...	0.00	10,310.00	-10,310.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	28,885.78	84,373.00	-55,487.22	34.2%
B00. Project Review				
B01. Contractors	525.00	500.00	25.00	105.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	525.00	675.00	-150.00	77.8%
C00-1 Legal Fees Contingency Fu	575.00	4,000.00	-3,425.00	14.4%
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	156.42	600.00	-443.58	26.1%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
D03E. Lawn Mower Purchase	1,650.00			
Total D03. PVRC	1,806.42	1,370.00	436.42	131.9%
Total D00. Recreation	1,806.42	1,370.00	436.42	131.9%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	250.00	-250.00	0.0%
G03. Administration	84.50	400.00	-315.50	21.1%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	84.50	900.00	-815.50	9.4%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	715.00	4,000.00	-3,285.00	17.9%
K02. Contractors - Bookkeeper	1,124.10	3,000.00	-1,875.90	37.5%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	152.21	750.00	-597.79	20.3%
K07. Postage and Delivery	574.75	895.00	-320.25	64.2%
K08. Monthly Board Meetings	1,825.01	2,132.00	-306.99	85.6%
K10. Cash Advance	160.00			

Glastonbury Landowner's Association

2009 Budget Variance Report

JUNE 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
K11. Rent				
K11A Special Mtgs	25.00	540.00	-515.00	4.6%
K11B. Storage/Boxes	172.50			
K11. Rent - Other	325.00			
Total K11. Rent	522.50	540.00	-17.50	96.8%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	511.15			
K18. Miscellaneous	36.00			
K19. Quarterly Newsletter	447.79			
Total K00. General Operating Expen...	7,544.51	13,165.00	-5,620.49	57.3%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	182.00			
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	182.00	1,551.00	-1,369.00	11.7%
Total Expense	39,728.21	109,124.00	-69,395.79	36.4%
Net Ordinary Income	43,695.06	0.00	43,695.06	100.0%
Net Income	**43,695.06**	**0.00**	**43,695.06**	**100.0%**

GLA 2010 /Projected CashFlow Budget

Income/Expense Categories		Notes
Projected Income		
100. Assessment Fees for Land and Dwellings		
133. Land 2009	$62,777	$73,153 = 383 lots x $191.00 (-) 6,303 Uncollected Lien Accounts (-) 573 Subdivision Waivers (-) 3,500 Uncollected 2010 Fees (5%) $62,777 - Total Land Assessment Fees
108. Dwelling 2009	$45,076	$49,660 = 260 Dwellings x $191.00 (-) 4,584 Uncollected Lien Accounts $45,076
150. GAV	$9,359	$ 9,359 - Golden Age Village (49 lots x $191.00)
100. Total Assessment Fee Income	**$117,212**	
200. Project Review Fees Building Projects		
Application Fee	$250	Non-refundable Application Fee
Impact Fees	$3,075	Impact Fee for Projects
200. Total Project Review Fee Income	**$3,325**	
300. Roads		
301. CUT - Road Paving Loan	$2,200	1% Loan Interest paid by Church Universal Triumphant
300. Total Road Income	**$2,200**	
500. Interest Earned		
501. Savings Interest	$100	Interest Earned from Savings Account
500. Total Interest Earned Income	**$100**	
Total 2010 Projected Income	**$122,837**	
Projected Expenses		
A00. Roads & Weeds		
A02. Contractors - Snow Removal	$4,000	Snow Plowing
A03. Contractors - Weed Control	$3,700	Weed Spraying
A05. Equipment Reg & Ins	$2,500	Insurance and Registration for two trucks
A06. Equipment Mtce	$1,500	Two trucks, oil changes, snow plow repairs, etc.
A08. Road Improvement Loan	$30,225	1st National Bank of Rockies Paving Loan 2001-2016
A11A. Fuel	$800	Fuel
A11B. Sand	$500	Sand
A11E. Quonset Hut Asset Expense	$3,500	Sand & Truck storage/Installation during 2010
A12. Road Work	$28,000	Grading and Gravel
A13. Mowing North Glastonbury	$600	Roadside Mowing
A14. Roads/Common Land Liability Insurance	$5,528	Roads/Common Lands Liability Insurance
A15. Contingency Fund	$2,000	Emergency Road and Fence Repair
A00. Total Road Expenses	**$82,853**	**This totals 71% of Assessment Income**

B00. Project Review		
B01. Contractors	$2,600	
B04. Administration	$725	Correspondence & Postage for Project Review
BOO. Total Project Review	**$3,325**	
C00. Community/ Complaints		
C01. Contractors (only 2.5 hrs per wk)	$1,800	Resolution of Conflicts re: Complaints & Disputes
C04. Legal Fees	$870	Legal Advice, Interpretation of Covenants, Letters
C05. Miscellaneous	$175	Copies, Correspondence, Postage
C00. Total Community/ Complaint Expenses	**$2,845**	
C00-1. Legal Fees Contingency Fund		
	$3,000	Legal Action Re: Owner Complaints & Disputes
C00-1 Total Legal Fee Contingency Fund	**$3,000**	
C00-2 General Operations/Subcontractors	$1,900	General Managerial, Contracts with Contractors for
(only 3 hrs per wk)		Maint. & Repairs, Contacts, Research, Letters
	$500	Office Reception Service & Dedicated Phone Line
Dedicated Office Set up	$1,500	phone, internet, ans. machine, fax, computer, files
	$175	copies, postage, envelopes
COO-2 Total General Operations	**$3,350**	
D00. Recreation		
D03. Recreation Center	$500	Cement Pad for Court Enclosure
D03A. Electricity	$600	Electricity for Well Pump & Building
DO3B. Liability Insurance	$250	Liability Insurance
D03C. Mowing Weeds	$100	Contractor with Brush Hog Equipment
D03D.Lawn Mower Maint/fertilizer/airiator	$250	Mower Maint/gas— Mowing Time is all Volunteer
	$300	General maint. & repairs of building and restrooms
D00. Total Recreation Expenses	**$2,050**	
F00. Website		
F01. Contractors - Dev & Mtce	$1,355	Website Postings, Updates & Database Inputing
F02. URL/Domain Fee	$100	
F00. Total Website Expenses	**$1,455**	
G00. Liens		
G01. Lien Filing	$350	Fees for Filing a Lien, Postage, Contractractor
G03. Administration	$300	Correspondencer
G04. Credit Report Research & Collection	$500	
G00. Total Lien Expenses	**$1,150**	
J00. Other Projects		
J03. Policy and Procedures	$2,400	Develop Policy & Procedures Manuals
J00. Total Other Projects	**$2,400**	
K00. General Operating Expenses		
K01. Contractors - Admin Sec	$6,900	Mail Processing, Project Review Applications, Correspondence, Landowner/Board Requests, Mass Mailings, etc.
K02. Contractors - Bookkeeper	$3,600	Financial accounting, landowner database

K03. Contractors - Accountant	$120	Yearly Federal & State Tax Filing
K06. Office Supplies	$950	Copy paper, Ink, Envelopes, Labels
K07. Postage and Delivery	$1,200	Postage for Mailings
K08. Monthly Board Meetings	$2,855	Agendas, Meeting Minutes, Handouts, Refreshments
K11. Rent	$540	Meeting Room, PO Box Rental, File Storage
K12. Insurance	$1,342	GLA Board Liability Insurance
K13. Taxes	$317	Property Taxes Common Land-four parcels
K14. Licenses and Permits	$70	Corporate Non-Profit Licensing
K19. Newsletters	$950	Quarterly Newsletters, copies, postage, envelopes
K00. Total General Operating Expenses	**$18,844**	13% of Assessment Income
M00. Annual Meeting/Elections		
M03. Administration	$890	Nomination & Election Packets, Meeting set-up & Coordination, Meeting Handouts
M04. Postage and Delivery	$400	Nomination & Election Packets
M05. Refreshments	$200	Annual Meeting
M06. Rent	$75	Emigrant Hall Rental
M00. Total Annual Meeting/Elections Expenses	**$1,565**	
Total 2010 Projected Expenses	**$122,837**	
Total 2010 Projected Income	**$122,837**	
2010 Balanced Projected Budget	**$0**	

Sign – GLA File Copy

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 312, Emigrant, Montana 59027

July 2, 2009

Ms. Kathleen Ramp
P.O. Box 1457
Morgan Hill, CA 95038

Re: Gate Blocking Access to the Glastonbury Landowners Association Easement

Dear Kathleen,

Your reply to our last request that we, the Glastonbury Landowners Association, be given access to our easement which is blocked by your gate is unacceptable. Your suggestion of opening the gate for necessary entry ignores the legal right of our members to use the easement for access to our common land which borders your property.

The easement, which runs with the land, states "…a perpetual easement and right-of-way over and across the hereinafter described real property, for the purpose of ingress and egress by foot, or with animals, vehicles, loads or otherwise…"

"…each of the parties may maintain their own combination lock on the gate contained on the easement area, and will provide the other party with the combination thereto…"

The foregoing excerpt is on record in the recorders office of Park County at Roll 20 page 154.

There have been numerous complaints by our members seeking access to our common land by way of our easement.

We must insist that you comply with the written agreement and furnish us with the combination to the locks on the gate at once. Thank you for your cooperation.

Very truly yours,

H. Richard Bolen
Vice-President

2009-08-10_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

August 10, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Richard at 7:10 p.m., at Sheridan Stenberg's home.
PRESENT: Richard Bolen aka Richard, (Vice-President), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi, Paul Ranttalo & William Smith.
ABSENT: Laura Boise (President), Janet Naclerio (Secretary), Frances Owen & Rich Spallone
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)
LANDOWNERS/GUESTS: Monique Brunson, Clare Parker, Ed Debrowski

2. Set Agenda.

3. Approval of Meeting Minutes: July 13, 2009

MOTION: Charlotte motioned and Alyssa seconded to approve the July 13, 2009 meeting minutes with amendments. **Motion carried unanimously.**

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

Sheridan reviewed "Check Detail, July 2009" and "Deposit Detail, July 2009" and the "Budget Variance Report, July 2009." In addition, a breakdown of maintenance costs per road, prepared by Charlene, was distributed.
MOTION: William motioned and Charlotte seconded to approve the Treasurer's July 2009 reports. **Motion carried unanimously.**
ACTION ITEM: ***Sheridan*** – On behalf of the Board, request that Charlene places the Treasurers reports on portrait or landscape so that all columns on the reports can be read.

5. Officers' Reports

5.1 Executive Committee – LB/RB/SS/JN

5.1.1 Summer Newsletter - DOK

5.1.1.1 Review timelines (past due) for submitting articles - DOK
ACTION ITEM: ***Board*** - E-mail articles to Denise by August 16.
ACTION ITEM: ***Denise & Board*** - Include in newsletter: (1) Use reflectors on person and bikes at night; request Landowners to remind their renters, guests, friends, etc.; (2) Announce stolen signs & request Landowners to inform Board re: any related information, (3) Information on constructing bicycle/walking path in NG (see 7.2.2 below), and; (4) Remind drivers to slow down .

5.1.1.2 Plan mailing date & volunteers, etc. – DOK/SS
Mailing date: August 24.

5.2 Election Committee – Board/DOK

5.2.1 Brief review of candidate information for August mailing - DOK
Discussion. Richard (SG), Paul (NG) and William (NG) have decided to run for re-election in November 2009. Frances (SG), Dan (SG) and Charlotte (NG) have decided not to run for re-election.

5.3 Budget Committee –SS/LB/RB/JN/CM/DK

5.3.1 Discuss 2010 Budget - RB A brief discussion included the need for assessments to be raised in 2010 based on continued increases in the cost of living, including the cost of road maintenance labor and materials.
ACTION ITEM: ***Budget Committee*** - Include maintenance of fences & signs in budget.

File: MtgMins 08 10 09
Draft (s): 09 16 09 -final
Final Approval:09 14 09

5.4 Ad Hoc Planning Committee for 2010 and Future (added to agenda)

UNANIMOUS AGREEMENT: The Board will meet on August 31 to brainstorm/plan how it might accomplish all its responsibilities, including the possibility of hiring contractors to handle time-consuming projects that extend far beyond the hours that volunteer Board members can continue to offer.

ACTION ITEM: ***Denise*** – Send a special private meeting notice to the Board regarding August 31 meeting & request information regarding Board jobs to be used in the meeting.

ACTION ITEM: ***Board*** – Send ideas for special meeting agenda to Richard via e-mail.

5.5 Discuss location for meetings - Board

Discussion included future location of Board meetings..

MOTION: Sheridan motioned and Dan seconded that the Board meetings will continue to be held at St. John's Church and to accept E. Story's offer to credit the GLA with 2 meetings. **Motion carried.**

ACTION ITEM: ***Sheridan*** – Inform Janet about the Board's decision to continue meeting at St. John's & request she contact E. Story regarding credit and future bookings.

6. UNFINISHED BUSINESS

6.1 Community Committee –LB/RB

6.1.1 Landowner Concerns

6.1.1.1 Status of weed removal at NG reservoir – GD/PR

Gerald reported that Ed Schilling sprayed the NG reservoir area. At the end of August, the area will be reseeded and graded a little bit.

6.2 Road & Weed Committee – WS/RS

6.2.1 Status of road mileage/gravel & cost allocation project – Rd Committee

Per William, Charlene was providing this information on road/cost allocations she provided for the September Treasurer's report. More information will be reported when new costs and allocations are determined.

ACTION ITEM: ***Rd Committee*** – Conduct a meeting and bring proposals for identification labels to be used by landowners and their guests to use when hunting, etc. Invite Richard Bolen to meeting. Present proposal at September meeting.

6.2.2 Weeds –GD ***(added to agenda)***

Discussion included weed spraying and planting grass seed after spraying.

ACTION ITEM: ***Gerald*** – Check if the GLA has any Toredon left.

ACTION ITEM: ***Road Committee*** – Include cost of grass seed in budget

6.3 Website -DK

6.3.1 Update re: Website upgrades –DK Tabled.

6.4 Upper South Fence Repair & Posting Signs–FO ***(added to agenda)***

Frances reported: (1) Neil Kremer told her he repaired all of the fence on the side of K. Ramp's property; next week he will repair fencing near Everett Johnston's property. (2) The fence in High South is being left open and cows are walking over the guards. Three signs on GLA Common Land will be posted by Steve H… (sp?) stating "Close gate at all times."

File: MtgMins 08 10 09
Draft (s): 09 16 09 -final
Final Approval:09 14 09

7. NEW BUSINESS

7.1 Road/Weed –WS/RS

7.1.1 Update re: Chip Sealing Project -WS

Discussion included positive comments and further paving requests from Landowners.

7.1.2 Discuss Quonset Hut placement – WS/PR

Discussion included the problem of placing hut at end of hill based on wet land vs placing it on Recreation Land where it would not be seen.

ACTION ITEM: ***Road Committee*** – Bring proposed Quonset Hut placement proposal to September 14 meeting for Board vote.

ACTION ITEM: ***Laura/Denise*** – Add Quonset Hut placement & vote to Sept. agenda.

7.2 Recreation Committee – LB/JN

7.2.1 Discuss storage of PVRC lawnmower -PR

Paul proposed that a lean-to or shed for lawnmower storage be constructed.

ACTION ITEM: ***Paul*** – Bring to September meeting a proposal for lawnmower storage and price for Board vote.

ACTION ITEM: ***Laura/Denise*** – Add lawnmower storage proposal/vote - 9/14 agenda.

7.2.2 Path for walking/bicycling on Recreation Land and other areas of NG - D/PR ***(added to agenda)***

Gerald reviewed that he and Paul will construct a walking/bicycle path around Fridley Creek, along the Story's land and then on to the Recreation Land. The Church gave permission to build this path on parts of their property.

7.3 Project Review Committee – AA/RS ***(added to agenda)***

7.3.1 Lot 35-A (SG)/Clare Parker – Manufactured Home Placement – AA

Alyssa ,William and Clare reviewed details of the application. Clare explained that Twin Pillars, Inc (shelter) owns Lot 35-A and she was its President and would be transferring ownership of the lot to her son, Ed Debrowski, who plans to place a manufactured home on the pre-existing home site, where there had previously been a manufactured home. Discussion.

MOTION: Alyssa motioned and Dan seconded to approve the manufactured home placement on Lot 35-A (SG) with the conditions that: (1) the missing page in the application would be submitted; (2) an electrical permit will be acquired, and: (3) the ground will be reseeded after construction. **Motion carried unanimously.**

Note re: Twin Pillars Shelter: Clare also explained that she wants to be released from the liability of the potentially hazardous underground storage area in the shelter and therefore, she plans to clean it out and remove it.

8. Comment Period for Visiting Landowners. (5-10 min.)

Monique Brunson offered positive comments regarding the meeting and that it was good to see the Board working together so harmoniously.

9. Adjournment – 9:15p.m.

10. Next Meeting is September 14, 2009, St. John's Church, 6:45-8:30 p.m.

File: MtgMins 08 10 09
Draft (s): 09 16 09 -final
Final Approval:09 14 09

2009-08-10_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

August 10, 2009 6:45 – 8:30 pm

SHERIDAN STENBERG'S HOME IN NORTH GLASTONBURY

(DIRECTIONS NEXT PAGE)

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes for July 13, 2009**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS**
5. **Officers' Reports**
   - **5.1 Executive Committee – LB/RB/SS/JN**
     - **5.1.1 Summer Newsletter - DOK**
       - **5.1.1.1 Review timelines (past due) for submitting articles - DOK**
       - **5.1.1.2 Plan mailing date & volunteers, etc. – DOK/SS**
   - **5.2 Election Committee – Board/DOK**
     - **5.2.1 Brief review of candidate information for August mailing - DOK**
   - **5.3 Budget Committee –SS/LB/RB/JN/CM/DK**
     - **5.3.1 Discuss 2010 Budget - RB**
   - **5.4 Discuss location for meetings - Board**
6. **UNFINISHED BUSINESS**
   - **6.1 Community Committee –LB/RB**
     - **6.1.1 Landowner Concerns**
       - **6.1.1.1 Status of weed removal at NG reservoir – GD/PR**
   - **6.2 Road Committee – WS/RS**
     - **6.2.1 Status of road milage/gravel & cost allocation project – Rd Committee**
   - **6.3 Website -DK**
     - **6.3.1 Update re: Website upgrades –DK**
7. **NEW BUSINESS**
   - **7.1` Road/Weed –WS/RS**
     - **7.1.1 Update re: Chip Sealing Project -WS**
     - **7.1.2 Discuss Quonset Hut placement – WS/PR**
   - **7.2 Recreation Committee – LB/JN**
     - **7.2.1 Discuss storage of PVRC lawnmower -PR**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment**
10. **Next Meeting is September 14, 2009, St. John's Church, 6:45-8:30 p.m.**

Glastonbury Landowner's Association

2009 Budget Variance Report

July 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	502.30			
110. NG Dwelling 2008	1,640.79			
110. SG Dwelling 2008	1,428.62			
111. NG Dwelling 2009	15,959.48	20,880.00	-4,920.52	76.4%
111. SG Dwelling 2009	12,381.18	16,687.00	-4,305.82	74.2%
128. Land 2002	40.00			
132. Land 2006	4.23			
133. Land 2007	667.30			
134. NG Land 2008	1,514.29			
134. SG Land 2008	2,336.62			
135. NG Land 2009	20,740.98	32,190.00	-11,449.02	64.4%
135. SG Land 2009	22,918.37	26,346.00	-3,427.63	87.0%
150. GAV	4,263.00	8,526.00	-4,263.00	50.0%
160. Finance Chrgs Late Accnts	592.32			
161. Penalties Late Accounts	233.05			
Total 100. Parcel Assessment Fees	85,222.53	104,629.00	-19,406.47	81.5%
200. Project Review Fees				
201. Application Fee	175.00	250.00	-75.00	70.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	75.00	125.00	-50.00	60.0%
206. IF - Driveway	75.00	85.00	-10.00	88.2%
207. IF - Septic	150.00	85.00	65.00	176.5%
208. IF - Package	850.00	500.00	350.00	170.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	2,607.50	1,995.00	612.50	130.7%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
305. NG Road Assessment Fees				
A12O. Chip Seal-1 payment/dwell	15,532.00			
A12P. ChipSeal-1 payment/land	4,070.00			
A12Q. ChipSeal- 5 payments/dwel	2,850.00			
A12R. ChipSeal-5 payments/land	356.00			
Total 305. NG Road Assessment Fe...	22,808.00			
Total 300. Roads	23,241.68	2,200.00	21,041.68	1,056.4%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	49.67			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	49.67	300.00	-250.33	16.6%
700. Other Income				
707. Donation for NG Chip Seal	0.00			
Total 700. Other Income	0.00			
Total Income	111,171.38	109,124.00	2,047.38	101.9%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Remov...	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Rem...	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	2,208.00	3,200.00	-992.00	69.0%
A05. Equipment Reg & Ins	2,337.00	2,500.00	-163.00	93.5%

GLA 02668

Glastonbury Landowner's Association

2009 Budget Variance Report

July 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	14,702.67	30,225.00	-15,522.33	48.6%
A09. Administration	136.50			
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	6,924.62	7,000.00	-75.38	98.9%
A11E. Quonset Hut Asset Expense	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	8,667.11	13,300.00	-4,632.89	65.2%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	420.00			
A12C. Capricorn Drive	1,320.00			
A12F. Gemini Road	1,298.00			
A12H. Orion Way	180.00			
A12J. Sirius Drive	557.00			
A12K. Taurus Road	812.00			
A12L. Venus Way	1,298.00			
A12W. Mowing North Glastonbury	280.00	310.00	-30.00	90.3%
A12. Contractors - NG Road Wrk...	56.00	10,000.00	-9,944.00	0.6%
Total A12. Contractors - NG Road ...	6,221.00	10,310.00	-4,089.00	60.3%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,925.00			
A13D. Leo Drive	1,375.00			
A13G. Hercules Road	4,895.00			
A13I. Sagittarius Place	955.00			
A13J. Sagittarius Skyway	1,605.00			
A13W. Mowing South Glastonbu...	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road Wrk...	65.00	10,000.00	-9,935.00	0.7%
Total A13. Contractors - SG Road ...	10,820.00	10,310.00	510.00	104.9%
A14. Roads/Common Land Ins	5,681.38	5,528.00	153.38	102.8%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	55,041.16	84,373.00	-29,331.84	65.2%
A12. NG Chip Sealing 2009	27,400.00			
B00. Project Review				
B01. Contractors	525.00	500.00	25.00	105.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	525.00	675.00	-150.00	77.8%
C00-1 Legal Fees Contingency Fu	575.00	4,000.00	-3,425.00	14.4%
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	244.51	600.00	-355.49	40.8%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
D03E. Lawn Mower Purchase	1,650.00			
Total D03. PVRC	1,894.51	1,370.00	524.51	138.3%
Total D00. Recreation	1,894.51	1,370.00	524.51	138.3%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	80.38	250.00	-169.62	32.2%
G03. Administration	84.50	400.00	-315.50	21.1%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	164.88	900.00	-735.12	18.3%

Glastonbury Landowner's Association

2009 Budget Variance Report

July 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	715.00	4,000.00	-3,285.00	17.9%
K02. Contractors - Bookkeeper	1,544.10	3,000.00	-1,455.90	51.5%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	212.61	750.00	-537.39	28.3%
K07. Postage and Delivery	664.25	895.00	-230.75	74.2%
K08. Monthly Board Meetings	1,825.01	2,132.00	-306.99	85.6%
K10. Cash Advance	160.00			
K11. Rent				
K11A Special Mtgs	25.00	540.00	-515.00	4.6%
K11B. Storage/Boxes	172.50			
K11. Rent - Other	325.00			
Total K11. Rent	522.50	540.00	-17.50	96.8%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	511.15			
K18. Miscellaneous	36.00			
K19. Quarterly Newsletter	447.79			
Total K00. General Operating Expenses	8,114.41	13,165.00	-5,050.59	61.6%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	182.00			
M04. Postage and Delivery	0.00	386.00	-386.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	182.00	1,551.00	-1,369.00	11.7%
Reconciliation Discrepancies	238.00			
Total Expense	94,259.96	109,124.00	-14,864.04	86.4%
Net Ordinary Income	16,911.42	0.00	16,911.42	100.0%
Net Income	**16,911.42**	**0.00**	**16,911.42**	**100.0%**

Adkins Road Bill $16,640.00

includes: Fall 2008 grading and
Summer 2009 gravel + grading

NG $5,885.00

Capricorn	$1320
Taurus	812
Gemini	1298
Venus	1298
Aires	420
Orion	180
Sirius	557

SG $10,755

Arcturus	$1925
Leo	1375
Hercules	4895
Sag. Skyway	1605
Sag. Place	955

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 14, 2009

FINAL

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1. Call to order and opening prayer.

The meeting was called to order by Richard at 7:05 p.m., at St. John's Church.

PRESENT: Laura Boise (President),Richard Bolen aka Richard, (Vice-President), Sheridan Stenberg (Treasurer), Janet Nacelrio (Secretary), Alyssa Angelis, Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi, Frances Owen, Paul Ranttalo,William Smith & Rich Spallone.

ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)

LANDOWNERS/GUESTS: Debbie DeGraaf,, Chuck Muto, Kristi Sones, Bob Sones, Philip Hoag.

2. Set Agenda.

3. Approval of Meeting Minutes: August 10, 2009

MOTION: Dan motioned and Richard seconded to approve the August 10, 2009 meeting minutes with amendments. **Motion carried unanimously.**

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

Sheridan reviewed "Check Detail, August 2009" and "Deposit Detail, August 2009" and the "Budget Variance Report, August 2009."

UNANIMOUS AGREEMENT: The Board approved the August Treasurer Reports.

5. Officers' Reports

5.1 Budget Committee –SS/LB/RB/JN/CM/DK

5.1.1 Review/discuss 2010 Budget Draft & Vote - LB

The 2010 Budget draft, previously e-mailed to the Board prior to the meeting, was distributed and discussed. Landowners also participated.

ACTION ITEM: ***Alyssa*** – Develop documentation to explain where project fees are allocated.

ACTION ITEM: ***Board*** – By September 21: Call or Email to Laura any additions/changes/edits or questions on the 2010 draft budget, so she can incorporate them into the final Draft. She will send out to the entire Board for review before the final vote on the Budget.

UNANIMOUS AGREEMENT: The Board will meet on Monday, Sept. 28, 7 p.m., at Sheridan's house for a private meeting to review/finalize any additional suggested changes, and vote on the 2010 budget draft.

ACTION ITEMS: ***Laura*** – After Sept 21, e-mail to Denise, the updated 2010 draft budget, which has incorporated suggested Board changes for copying.

ACTION ITEM: ***Denise*** – E-mail to the Board a Sept. 28 meeting notification and attach the updated 2010 Budget draft for final review.

5.2 Election/Annual Meeting Committee – Sheridan (Chair), Board, DOK

5.2.1 Brief Review/Discussion of "Election/Annual Meeting Preparations"

Denise distributed a list of dates and information concerning preparation for the Oct election mailing and the Annual Meeting/elections.

ACTION ITEM: ***Denise*** – E-mail draft of Annual Meeting Agenda to the Board for review and suggestions.

ACTION ITEM: ***Denise*** – If there is room, include the GLA hunting guideline reminders in the October election mailing. Include explanation that renters are guests and do not have the automatic right to hunt, etc.

6. UNFINISHED BUSINESS

6.1 Road Committee – WS/RS

6.1.1 Update re: Chip Sealing Project –WS/SS

6.1.1.1 Status of Investments

Sheridan and William discussed several options for handling the $20,000 that still remains on the chip sealing bill. $12,000 of this amount is expected to be received in the form of chip seal assessments due on Oct. 31. Discussion.

UNANIMOUS AGREEMENT: The Board approved to give William and Sheridan the authority to make one of the following three decisions to handle paying the $21,975 remaining on the chip sealing bill.

1) Borrow it from the bank
2) Accept investor's money if it is received in time
3) Have the flexibility, since this bill is due on the 11th, to borrow approximately $6,000 out of the GLA 2010 budget (the actual amount would be based on the amount of chip sealing assessments that are received by Oct. 31) and then pay it back into the budget as future chip sealing assessment payments are received.

6.1.1.2 Status of thank you letter to the chip sealer company

William and Sheridan reported that a thank you wasn't necessary as they had already thanked the company by correspondence and on the phone.

6.1.2 Proposal for Landowner/Guest I. D. when hunting; Board Vote – Rd Committee

The Road Committee reported that this proposal has not been finalized and they need to meet. Philip Hoag expressed interest and was requested to e-mail his ideas to the Road Committee.

ACTION ITEM: ***William/Rd Committee*** – Meet and finalize a proposal/with cost, regarding landowner/guest i.d.. for use when hunting. Submit the proposal at the Oct. 5 meeting.

6.1.3 "No Parking" Signs on GLA Easement on Hercules Road (SG) *(added to agenda)*

Philip Hoag submitted a verbal complaint regarding the "No Parking" signs installed on the GLA easements on Hercules Road (SG) by K. Ramp and W. Wunsch. Discussion included Laura citing GLA Covenant 8.03 regarding Parking. "The platted road easements shall not be used for parking except in the areas designated by the Association" There does not seem to be a conflict with the Covenants, as a parking area has not yet been designated.

ACTION ITEM: ***Richard*** – Check the Covenants further concerning the extent of control that the GLA has regarding signs placed near GLA road easements, etc. Report back to the Board at the Oct. 5 meeting.

6.2 Project Review

6.2.1 Update re: status of constructing a gate at end of Sagittarius – LB

Discussion included Debbie DeGraaf's agreement to buy the above gate (submit the gate bill to the GLA for payment) and to install it as per the Board's prior proposal.

7. NEW BUSINESS

7.1 Road/Weed –WS/RS

7.1.1 Proposal for Quonset Hut placement & vote – WS/PR

William reported that he is waiting to talk to Dave regarding the wetlands at the end of Sirius.

ACTION ITEM: ***William*** – Prior to Oct. 5 meeting, e-mail a proposal to the Board regarding the hut placement.

ACTION ITEM: ***Laura/Denise*** – Place Quonset hut proposal on Oct. 5 agenda

7.1.2 Status of check for remaining toradon – GD Tabled.

7.1.3 Discuss Road Portion of Budget ***(added to agenda)***

Discussion.

7.2 Recreation Committee – LB/JN

7.2.1 Proposal for storage of PVRC lawnmower & vote-- PR

ACTION ITEM: ***Budget Committee*** – Determine if the GLA can afford $500 to build a secure storage area for the PVRC lawnmower. Contact Charlene.

7.2.2 North Glastonbury Walking Path *(added to agenda)*

Discussion included that labor (done by Gerald, Paul, Reba Deal and others) and gravel (Mike Atkins) was being donated to this project. Paul was requesting $100 for gas and oil to be used for his back hoe while carving out the path.

MOTION: Gerald motioned and Rich seconded for the GLA to approve $100 to be used for gas and oil in Paul's back hoe when used to construct the new walking path in North Glastonbury. **Motion carried.** (1 abstention – Paul)

7.3 Project Review Committee – AA/RS

7.3.1 Parcel 74 (SG)/Richard & Alyssa Allen - Pole Barn

Alyssa reviewed. Discussion.

MOTION: Rich motioned and Richard seconded to approve Richard and Alyssa Allen's Pole Barn application on Parcel 74 (SG) and to waive the sanitation bond fee (based on the small size of the project) and the $25 application fee (as Alyssa had processed the application herself). **Motion carried.** (1 abstention – Alyssa) *Note:* Alyssa did submit the $50 impact fee.

7.3.2 Complaint re: Parcel 35-A (SG)/Clare Parker Manufactured Home –

Alyssa reported that she received a complaint from Pamela May claiming that the GLA Board should not have approved the application for a building project on this lot, assuming that the project should not have been allowed without a variance and neighborhood input, according to the Master Plan. However, this project did not fall under those guidelines and did not require neighborhood review, as Alyssa clarified that there had already been a home-site approved by

the GLA years before the Master Plan was created, and in fact, a home had existed there for many years prior to the formation of the GLA. Because of this pre-existing home site and development, the board was obligated to grandfather this project and allow the placement of the new manufactured home as a replacement for the one that had already existed. In addition, even though there was a shelter on this particular lot, there was nothing in their particular covenants or with the DEQ that excluded the dwelling site that had been established with the tenants-in-common arrangement, followed by the formal subdivision with Park County. The owners clarified that although the earlier manufactured home had been removed, they had never relinquished their right to use the site for the placement of a dwelling. In essence, the GLA did not treat this project as a variance since all pre-existing development of home sites and set backs were grandfathered.

ACTION ITEM: ***Alyssa*** – Write to Pamela May in response to her letter.

ACTION ITEM: ***Alyssa*** – Add to Project Review Processing Procedure: If appropriate, when processing project applications, request Denise to research any prior application on the same parcel.

ACTION ITEM: ***Alyssa*** – Modify project application requesting applicant to provide any historical information about their lot or building site of which they may be aware.

8. Comment Period for Visiting Landowners. (5-10 min.) *See 6.1.3.*

9. Adjournment – 9:45 p.m.

10. Next Meeting is October 5, 2009, St. John's Church, 6:45-8:30 p.m.

File: MtgMins 09 14 09 FINAL
Draft (s): 10 06 09 - Final
Final Approval: 10 05 09 w/amendments

2009-09-14_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

September 14, 2009 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes for August 10, 2009**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS**
5. **Officers' Reports**
   - **5.1 Budget Committee –SS/LB/RB/JN/CM/DK**
     - **5.1.1 Review/discuss 2010 Budget Draft & Vote - LB**
   - **5.2 Election/Annual Meeting Committee – Sheridan (Chair), Board, DOK**
     - **5.2.1 Brief Review/Discussion of "Election/Annual Meeting Preparations" (Denise will distribute) which includes:**
       1) **Timelines re: candidate bios**
       2) **Dates for next election mailing in early October**
       3) **Draft of Annual Meeting Agenda (Denise will bring draft sample)**
       4) **Info re: Officer& Committee Reports & Timelines**
       5) **List of Annual Meeting Handouts to be Copied**
       6) **List of Annual Meeting Volunteer Spots for Board & Landowners**
6. **UNFINISHED BUSINESS**
   - **6.1 Road Committee – WS/RS**
     - **6.1.1 Update re: Chip Sealing Project –WS/SS**
       - **6.1.1.1 Status of Investments**
       - **6.1.1.2 Status of thank you letter to the chip sealer company**
     - **6.1.2 Proposal for Landowner/Guest I. D. when hunting; Board Vote – Rd Committee**
   - **6.2 Project Review**
     - **6.2.1 Update re: status of constructing a gate at end of Sagittarius – LB**
7. **NEW BUSINESS**
   - **7.1 Road/Weed –WS/RS**
     - **7.1.1 Proposal for Quonset Hut placement & vote – WS/PR**
     - **7.1.2 Status of check for remaining toradon - GD**
   - **7.2 Recreation Committee – LB/JN**
     - **7.2.1 Proposal for storage of PVRC lawnmower & vote-- PR**
   - **7.3 Project Review Committee – AA/RS**
     - **7.3.1 Parcel 74 (SG)/Richard & Alyssa Allen- Pole Barn**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment**
10. **Next Meeting is October 5, 2009, St. John's Church, 6:45-8:30 p.m.**
    NOTE: The October meeting falls on the FIRST Monday.

Glastonbury Landowner's Association

2009 Budget Variance Report

August 2009

	Jan - Dec 09	Budget	$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	502.30			
110. NG Dwelling 2008	1,712.79			
110. SG Dwelling 2008	1,846.62			
111. NG Dwelling 2009	17,607.19	20,880.00	-3,272.81	84.3%
111. SG Dwelling 2009	13,292.53	16,687.00	-3,394.47	79.7%
128. Land 2002	40.00			
129. Land 2003	60.00			
132. Land 2006	59.23			
133. Land 2007	667.30			
134. NG Land 2008	1,561.29			
134. SG Land 2008	2,754.62			
135. NG Land 2009	22,871.20	32,190.00	-9,318.80	71.1%
135. SG Land 2009	23,860.40	26,346.00	-2,485.60	90.6%
150. GAV	6,394.50	8,526.00	-2,131.50	75.0%
160. Finance Chrgs Late Accnts	624.56			
161. Penalties Late Accounts	248.95			
100. Parcel Assessment Fees - Ot...	35.00			
Total 100. Parcel Assessment Fees	94,138.48	104,629.00	-10,490.52	90.0%
200. Project Review Fees				
201. Application Fee	175.00	250.00	-75.00	70.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	0.00	125.00	-125.00	0.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	75.00	125.00	-50.00	60.0%
206. IF - Driveway	75.00	85.00	-10.00	88.2%
207. IF - Septic	150.00	85.00	65.00	176.5%
208. IF - Package	850.00	500.00	350.00	170.0%
209. IF - Mobile Home	0.00	0.00	0.00	0.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	0.00	125.00	-125.00	0.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	2,607.50	1,995.00	612.50	130.7%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
305. NG Road Assessment Fees				
A12O. Chip Seal-1 payment/dw...	28,482.00			
A12P. ChipSeal-1 payment/land	5,550.00			
A12Q. ChipSeal- 5 payments/d...	6,272.00			
A12R. ChipSeal-5 payments/land	1,591.00			
A12S. ChipSeal GAV- 5 payme...	3,103.00			
Total 305. NG Road Assessment ...	44,998.00			
Total 300. Roads	45,431.68	2,200.00	43,231.68	2,065.1%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	56.64			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	56.64	300.00	-243.36	18.9%
700. Other Income				
707. Donation for NG Chip Seal	40.00			
Total 700. Other Income	40.00			
Total Income	142,324.30	109,124.00	33,200.30	130.4%

Glastonbury Landowner's Association

2009 Budget Variance Report

August 2009

	Jan - Dec 09	Budget	$ Over Bud...	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Remo...	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Re...	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	2,208.00	3,200.00	-992.00	69.0%
A05. Equipment Reg & Ins	2,337.00	2,500.00	-163.00	93.5%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	21,845.81	30,225.00	-8,379.19	72.3%
A09. Administration	136.50			
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11D. New Truck Loan	6,924.62	7,000.00	-75.38	98.9%
A11E. Quonset Hut Asset Expe...	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	8,667.11	13,300.00	-4,632.89	65.2%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	420.00			
A12C. Capricorn Drive	1,320.00			
A12F. Gemini Road	1,298.00			
A12H. Orion Way	180.00			
A12J. Sirius Drive	557.00			
A12K. Taurus Road	812.00			
A12L. Venus Way	1,298.00			
A12W. Mowing North Glastonb...	280.00	310.00	-30.00	90.3%
A12. Contractors - NG Road W...	56.00	10,000.00	-9,944.00	0.6%
Total A12. Contractors - NG Road ...	6,221.00	10,310.00	-4,089.00	60.3%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,925.00			
A13D. Leo Drive	1,375.00			
A13G. Hercules Road	4,895.00			
A13I. Sagittarius Place	955.00			
A13J. Sagittarius Skyway	1,605.00			
A13W. Mowing South Glaston...	0.00	310.00	-310.00	0.0%
A13. Contractors - SG Road Wr...	65.00	10,000.00	-9,935.00	0.7%
Total A13. Contractors - SG Road ...	10,820.00	10,310.00	510.00	104.9%
A14. Roads/Common Land Ins	5,681.38	5,528.00	153.38	102.8%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	62,184.30	84,373.00	-22,188.70	73.7%
A12. NG Chip Sealing 2009	79,900.80			
B00. Project Review				
B01. Contractors	525.00	500.00	25.00	105.0%
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	525.00	675.00	-150.00	77.8%
C00-1 Legal Fees Contingency Fu	575.00	4,000.00	-3,425.00	14.4%
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%

Glastonbury Landowner's Association

2009 Budget Variance Report

August 2009

	Jan - Dec 09	Budget	$ Over Bud...	% of Budget
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	335.39	600.00	-264.61	55.9%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
D03E. Lawn Mower Purchase	1,650.00			
Total D03. PVRC	1,985.39	1,370.00	615.39	144.9%
Total D00. Recreation	1,985.39	1,370.00	615.39	144.9%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	80.38	250.00	-169.62	32.2%
G03. Administration	84.50	400.00	-315.50	21.1%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	164.88	900.00	-735.12	18.3%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	715.00	4,000.00	-3,285.00	17.9%
K02. Contractors - Bookkeeper	1,859.10	3,000.00	-1,140.90	62.0%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	222.11	750.00	-527.89	29.6%
K07. Postage and Delivery	664.25	895.00	-230.75	74.2%
K08. Monthly Board Meetings	1,825.01	2,132.00	-306.99	85.6%
K10. Cash Advance	280.00			
K11. Rent				
K11A Special Mtgs	25.00	540.00	-515.00	4.6%
K11B. Storage/Boxes	172.50			
K11. Rent - Other	325.00			
Total K11. Rent	522.50	540.00	-17.50	96.8%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	511.15			
K18. Miscellaneous	36.00			
K19. Quarterly Newsletter	447.79			
Total K00. General Operating Expen...	8,558.91	13,165.00	-4,606.09	65.0%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			

Glastonbury Landowner's Association

2009 Budget Variance Report

August 2009

	Jan - Dec 09	Budget	$ Over Bud...	% of Budget
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	182.00			
M04. Postage and Delivery	237.75	386.00	-148.25	61.6%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	419.75	1,551.00	-1,131.25	27.1%
Total Expense	154,439.03	109,124.00	45,315.03	141.5%
Net Ordinary Income	-12,114.73	0.00	-12,114.73	100.0%
Net Income	**-12,114.73**	**0.00**	**-12,114.73**	**100.0%**

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 5, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Richard at 7:55 p.m., at St. John's Church.

PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Sheridan Stenberg (Treasurer), Gerald Dubiel, Dan Kehoe, Jr., Charlotte Mizzi, Paul Ranttalo,

ABSENT: Janet Nacelrio (Secretary), Alyssa Angelis, Frances Owen, William Smith & Rich Spallone.

ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)

LANDOWNERS/GUESTS: None.

2. Set Agenda (additions were made)

3. Approve Meeting Minutes for September 14 , 2009

MOTION: Dan motioned and Sheridan seconded to approve the September 14, 2009 meeting minutes with amendments. **Motion carried unanimously.**

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

Discussion

ACTION ITEM: Sheridan will direct Charlene to correct the Budget Variance Report.

5. Officers' Reports

5.1 Election/Annual Meeting Committee – Sheridan (Chair), Board, DOK

a) Review draft of annual meeting agenda

UNANIMOUS AGREEMENT: The Board approve the annual meeting draft agenda as presented w/minor changes

b) Discuss Content of Committee Reports

ACTION ITEM: ***Board Committee Chairs/Officers*** - Bring an outline of your report to the Nov. 9 meeting and be prepared to briefly review.

c) Review Annual Meeting Handouts to be Copied. Done.

d) Volunteer Spots for Board & Landowners

Discussion included assignment of Board members for set-up and preparation.

5.1.2 Discuss Private Meeting criteria (new addition to agenda)

Discussion.

UNANIMOUS AGREEMENT: Private meetings should cover only legal issues. Other issues of a sensitive nature can be discussed, based on the discretion of the Board, during the regular meeting in ways that do not divulge Landowner confidentiality.

5,1,3 2010 Budget Issues (new addition to agenda)

5.1.3.1 Chip Sealing and Road Budget

Discussion included adding $4,000 to the Road Budget for contingencies.

ACTION ITEM: ***Sheridan*** - At Nov. 9 meeting Sheridan will bring a proposal regarding the Road Budget and the chip sealing loan.

File: MtgMins 10 05 09 FINAL
Draft (s): 11 09 09-Final
Final Approval: 11 09 09

UNANIMOUS APPROVAL: The Board approved the allocation of $30 for 1 (one) month of *e-receptionist* service to record/forward calls from Landowners. After a 1 month trial, the Board will determine if the GLA wants to continue to use this service

5.1.3.2 Committee Policy Reminder (added to agenda)
Discussion. When a Committee wishes to transfer allocated budget money from a certain area in their budget to another area, the Committee needs to first propose the transfer to the Board for approval.

5.1.3.3 Road Budget – CM
Discussion.
UNANIMOUS AGREEMENT: The Board agreed to combine the North and South road budgets as one when documenting the Road budget and to seek confirmation from William and Rich that they agree as well.

6. UNFINISHED BUSINESS

6.1 Road Committee – WS/RS

6.1.1 Proposal for Landowner/Guest I. D. when hunting; Board Vote – Rd Committee
Discussion regarding identification of Landowners is reflected in 6.1.3 below.

6.1.2 Status of research re: "No Parking" Signs on GLA Easement on Hercules Road (SG) - RB

6.1.3.1 Illegal Parking Letter Draft
Discussion included suggestions/edits on letter and no parking notices.
ACTION ITEM: ***Richard/Road Committee/Denise*** – Finalize illegal letter and parking notices to be inserted into October 9 Election Letter mailing.
ACTION ITEM: ***Denise*** – Xerox parking notices for election mailing; make 50 copies each for Rich and Frances

6.1.3 Designated Parking Lot between Parcels 95 & 97 (SG) (added to agenda)
The Board discussed the ongoing communication from Landowners who have submitted their concerns regarding the lack of any legal parking space when trying to access Recreation Land.
MOTION: Richard motioned and Sheridan seconded for the GLA to construct a designated GLA Landowner parking area in GLA's easement that borders Parcel 71. The area will fit 10 vehicles. and the GLA will spend up to $300 to be transferred from the legal fund. If additional expense is required, it will have to be reviewed and approved by the Board. **Motion carried.** (Paul Ranttalo abstained)

ACTION ITEM: ***Richard*** – Contact Walter Wunsch to explain that the parking area that the GLA will construct is within the GLA's legal easement.

ACTION ITEM: ***Rich*** - Order a sign for the designated parking area that reads: "Designated Parking for Glastonbury Landowners Only."

6.2 Project Review

6.2.1 Shelter Project - DK

ACTION ITEM: ***Dan*** – Call Tony Silva regarding shelter status.
ACTION ITEM: ***Dan*** – Ask Rich the status of Hansard clean-up around shelter
ACTION ITEM: ***Dan*** – Develop shelter check status list to pass on to new Board. Prepare clean up report for annual meeting.

7. NEW BUSINESS

7.1 Road/Weed –WS/RS

7.1.1 Proposal for Quonset Hut placement & vote – WS/PR

Pending answer from the State.

7.1.2 Status of check for remaining tordon - GD

Gerald reported he's waiting for a response from Stew Schilling re: torridon status.

7.2 Project Review - AA

7.2.1 40-A (SG)/Wallace House Project Update – AA/SS

Discussion.

UNANIMOUS AGREEMENT: The Board agreed to refund the Wallace's application fees for Parcel 40-A (SG) since they are withdrawing the application. The appropriate fees will need to be resubmitted if they should decide to apply again in the future.

ACTION ITEM: ***Alyssa/Denise*** – Insert a note into in the Wallace's file regarding their refund and conditions.

7.1.2 GAV Water Line

Gerald reported information regarding the GAV water line. ***(Denise needs a simple statement from Gerald concerning his report)***

8. Comment Period for Visiting Landowners. (5-10 min.)

9. Adjournment – 9:00

10. Next Meeting is November 9, 2009, St. John's Church, 6:45-8:30 p.m.
Annual Meeting is Saturday, November 14, 2009 at Emigrant Hall.

File: MtgMins 10 05 09 FINAL
Draft (s): 11 09 09-Final
Final Approval: 11 09 09

2009-10-05_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

October 5, 2009 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

Updated 10 05 09

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes for September 14, 2009**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS**
5. **Officers' Reports**
   - **5.1 Election/Annual Meeting Committee – Sheridan (Chair), Board, DOK**
     - **a) Review draft of annual meeting agenda**
     - **b) Discuss Content of Committee Reports**
     - **c) Review Annual Meeting Handouts to be Copied**
     - **d) Volunteer Spots for Board & Landowners**
6. **UNFINISHED BUSINESS**
   - **6.1 Road Committee – WS/RS**
     - **6.1.1 Proposal for Landowner/Guest I. D. when hunting; Board Vote – Rd Committee**
     - **6.1.2 Status of research re: "No Parking" Signs on GLA Easement on Hercules Road (SG) - RB**
     - **6.1.3 Illegal Parking Letter Draft**
   - **6.2 Project Review**
     - **6.2.1 Shelter Project - DK**
7. **NEW BUSINESS**
   - **7.1 Road/Weed –WS/RS**
     - **7.1.1 Proposal for Quonset Hut placement & vote – WS/PR**
     - **7.1.2 Status of check for remaining torridon - GD**
   - **7.2 Project Review - AA**
     - **7.2.1 40-A (SG)/Wallace House Project Update – AA/SS**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment**
10. **Next Meeting is November 9, 2009, St. John's Church, 6:45-8:30 p.m. Annual Meeting is Saturday, November 14, 2009 at Emigrant Hall.**

Glastonbury Landowner's Association

2009 Budget Variance Report

September 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
109. Dwelling 2007	502.30			
110. NG Dwelling 2008	1,730.29			
110. SG Dwelling 2008	1,896.62			
111. NG Dwelling 2009	18,332.94	20,880.00	-2,547.06	87.8%
111. SG Dwelling 2009	13,951.72	16,687.00	-2,735.28	83.6%
128. Land 2002	40.00			
129. Land 2003	60.00			
132. Land 2006	59.23			
133. Land 2007	667.30			
134. NG Land 2008	1,578.79			
134. SG Land 2008	2,804.62			
135. NG Land 2009	23,693.45	32,190.00	-8,496.55	73.6%
135. SG Land 2009	24,693.59	26,346.00	-1,652.41	93.7%
150. GAV	6,394.50	8,526.00	-2,131.50	75.0%
160. Finance Chrgs Late Accnts	629.30			
161. Penalties Late Accounts	248.95			
100. Parcel Assessment Fees - Other	70.00			
Total 100. Parcel Assessment Fees	97,353.60	104,629.00	-7,275.40	93.0%
200. Project Review Fees				
201. Application Fee	325.00	250.00	75.00	130.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	250.00	125.00	125.00	200.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	150.00	125.00	25.00	120.0%
206. IF - Driveway	150.00	85.00	65.00	176.5%
207. IF - Septic	225.00	85.00	140.00	264.7%
208. IF - Package	437.50	500.00	-62.50	87.5%
209. IF - Mobile Home	200.00	0.00	200.00	100.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	150.00	125.00	25.00	120.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	3,170.00	1,995.00	1,175.00	158.9%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
305. NG Road Assessment Fees				
A12O. Chip Seal-1 payment/dwell	29,222.00			
A12P. ChipSeal-1 payment/land	6,290.00			
A12Q. ChipSeal- 5 payments/dwel	7,032.00			
A12R. ChipSeal-5 payments/land	1,591.00			
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 305. NG Road Assessment Fees	47,238.00			
Total 300. Roads	47,671.68	2,200.00	45,471.68	2,166.9%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	56.64			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	56.64	300.00	-243.36	18.9%
700. Other Income				
707. Donation for NG Chip Seal	40.00			
Total 700. Other Income	40.00			
Total Income	148,341.92	109,124.00	39,217.92	135.9%

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Glastonbury Landowner's Association

2009 Budget Variance Report

September 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Removal - Other	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Removal	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	2,208.00	3,200.00	-992.00	69.0%
A05. Equipment Reg & Ins	2,337.00	2,500.00	-163.00	93.5%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	21,845.81	30,225.00	-8,379.19	72.3%
A09. Administration	136.50			
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11C. Sign Posts	202.80			
A11D. New Truck Loan	6,924.62	7,000.00	-75.38	98.9%
A11E. Quonset Hut Asset Expense	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	8,869.91	13,300.00	-4,430.09	66.7%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	420.00			
A12C. Capricorn Drive	1,320.00			
A12F. Gemini Road	1,298.00			
A12H. Orion Way	180.00			
A12J. Sirius Drive	557.00			
A12K. Taurus Road	812.00			
A12L. Venus Way	1,298.00			
A12W. Mowing North Glastonbury	400.00	310.00	90.00	129.0%
A12X extra applied to chip seal	3,969.00			
A12. Contractors - NG Road Wrk - Other	56.00	10,000.00	-9,944.00	0.6%
Total A12. Contractors - NG Road Wrk	10,310.00	10,310.00	0.00	100.0%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,925.00			
A13D. Leo Drive	1,375.00			
A13G. Hercules Road	4,895.00			
A13I. Sagittarius Place	955.00			
A13J. Sagittarius Skyway	1,605.00			
A13W. Mowing South Glastonbury	160.00	310.00	-150.00	51.6%
A13. Contractors - SG Road Wrk - Other	65.00	10,000.00	-9,935.00	0.7%
Total A13. Contractors - SG Road Wrk	10,980.00	10,310.00	670.00	106.5%
A14. Roads/Common Land Ins	5,681.38	5,528.00	153.38	102.8%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	66,636.10	84,373.00	-17,736.90	79.0%
A12. NG Chip Sealing 2009	95,931.80			
B00. Project Review				
B01. Contractors	525.00	500.00	25.00	105.0%
B03 Sanitation Bond Refunds	250.00			
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	775.00	675.00	100.00	114.8%
C00-1 Legal Fees Contingency Fu	575.00	4,000.00	-3,425.00	14.4%

Glastonbury Landowner's Association

2009 Budget Variance Report

September 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	433.98	600.00	-166.02	72.3%
D03B. PVRC Liability Insuran...	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
D03E. Lawn Mower Purchase	1,650.00			
Total D03. PVRC	2,083.98	1,370.00	713.98	152.1%
Total D00. Recreation	2,083.98	1,370.00	713.98	152.1%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	80.38	250.00	-169.62	32.2%
G03. Administration	84.50	400.00	-315.50	21.1%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	164.88	900.00	-735.12	18.3%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	715.00	4,000.00	-3,285.00	17.9%
K02. Contractors - Bookkeeper	2,309.10	3,000.00	-690.90	77.0%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	249.61	750.00	-500.39	33.3%
K07. Postage and Delivery	664.25	895.00	-230.75	74.2%
K08. Monthly Board Meetings	1,825.01	2,132.00	-306.99	85.6%
K10. Cash Advance	280.00			
K11. Rent				
K11A Special Mtgs	25.00	540.00	-515.00	4.6%
K11B. Storage/Boxes	172.50			
K11. Rent - Other	250.00			
Total K11. Rent	447.50	540.00	-92.50	82.9%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	84.05	70.00	14.05	120.1%
K15. Equipment Repair & Mtce	511.15			
K18. Miscellaneous	36.00			
K19. Quarterly Newsletter	447.79			
Total K00. General Operating Expe...	9,030.46	13,165.00	-4,134.54	68.6%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			

Glastonbury Landowner's Association

2009 Budget Variance Report

September 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	182.00			
M04. Postage and Delivery	237.75	386.00	-148.25	61.6%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	419.75	1,551.00	-1,131.25	27.1%
Total Expense	175,741.97	109,124.00	66,617.97	161.0%
Net Ordinary Income	-27,400.05	0.00	-27,400.05	100.0%
Net Income	**-27,400.05**	**0.00**	**-27,400.05**	**100.0%**

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 9, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura at 7:10 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Richard Bolen aka Richard, (Vice-President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), Alyssa Angelis, Gerald Dubiel, Paul Ranttalo, Rich Spallone snd William Smith.
ABSENT: Alyssa Angelis, Dan Kehoe, Jr., Charlotte Mizzi and Frances Owen
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary)

2. Set Agenda

3. Approve Meeting Minutes for October 5, 2009

MOTION: Sheridan motioned and Richard seconded to approve the Oct. 5, 2009 minutes. **Motion carried.** (Abstentions – Alyssa, Rich and Janet didn't attend)

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

UNANIMOUS AGREEMENT: The Board approved the above reports.

5. Officers' Reports

5.1 Election/Annual Meeting Committee – Sheridan (Chair), Board, DOK

The Board discussed the following.

a) Meeting agenda
b) Basic Content of Committee Reports
c) Handouts to be copied. Include policies to post on walls.
d) Details for setup and conducting the meeting
e) Vote for candidates

5.2 2010 Budget – Additional Proposals

5.2.1 Chip Sealing/Road Budget - SS

Sheridan reviewed C. Murphy's Nov. 4, 2009 chip sealing proposal (see attached). Discussion.

UNANIMOUS AGREEMENT: The Board approved borrowing $10,000 from the North Glastonbury road budget for 2010 to pay off the remaining balance owed on the chip sealing project, as this will save us the cost of loan origination fees, and interst which would have to be paid if we borrowed the remaining amount from the bank. The General Fund will be repaid as the special chip sealing assessments are received in 2010 - 2011.

5.2.2 PVRC – Cement pad - LB

UNANIMOUS AGREEMENT: The Board agreed to an amendment in the budget to include a small amount to install a cement pad on the recreation land. Further research will be done to determine the type of pad that is needed and the cost to install a foundation for the Tennis Court enclosure which was donated a few years ago in order to get it off the ground.

5.2.3 NG Fire Hydrant – GD Tabled.

5.3 2010 Budget – Final Vote
UNANIMOUS AGREEMENT: The Board approved the 2010 budget w/amendments.

5.4 Discuss possibility of changing date of orientation meeting - LB
UNANIMOUS AGREEMENT: The Board agreed to cancel the November 23rd Orientation Meeting. General orientation information will be covered at the December 14 meeting and more fully in a private training meeting prior to the open Board meeting on January 11.

6. UNFINISHED BUSINESS

6.1 Road Committee – WS/RS

6.1.1 Report on use of Landowner/Guest I. D. forms and illegal parking signs on GLA Easement on Hercules Road – Rd Committee
Rich reported that it appears landowners aren't using the parking identification forms in their cars and we need to develop more notices to give to people who have parked illegally or those we happen to see who are about to do so, etc.. Notices should reiterate that it is a violation of Montana law to park or trespass on to private property. If an individual trespasses to hunt without permission, etc., this can be reported to Jim Miller, the Game Warden of Paradise Valley? Or Park County.

ACTION ITEM: ***Denise*** – Print out more illegal parking notices and give to Board members at the December meeting.
ACTION ITEM: ***Denise*** – Find the GLA legal document that includes a statement which gives permission to firefighters and emergency responders to access our private roads when necessary.

6.1,2 Shelter Project Status List - DK Tabled.

6.2 Community Committee

6.2.2 Complaint re: Parcel 82, SG (added to agenda)
ACTION ITEM: ***Denise*** – Research 4 names/addresses of Parcel 82, SG tenants in common.

7. NEW BUSINESS

7.1 Road/Weed –WS/RS

7.1.1 Proposal for Quonset Hut placement & vote – WS/PR
William reported he received the State's o.k. to place the Quonset Hut on the land at the bottom of Sirius Road and did not see any problem with this placement.
UNANIMOUS AGREEMENT: The Board approved placing the Quonset Hut on the land near the bottom of Sirius Road based on prior Board discussion and the State's approving the site for this structure.
ACTION ITEM: ***William*** – Submit an official application.

7.1.2 Status of check for remaining torridon - GD
ACTION ITEM: ***Gerald*** - Inform the Board, via e-mail, of the status of the remaining torridon.

7.1.3 **New action item**
ACTION ITEM: ***Denise*** – Research document re: transfer of GLA easement (1977-82)

8. **Comment Period for Visiting Landowners. (5-10 min.) None.**

9. **Adjournment: 9:05 p.m.**

10. **Next meetings:**
a) Annual Meeting – Sat, Nov. 14, 2009 at Emigrant Hall
b) Board Meeting: December 14, 2009, St. John's Church, 6:45-8:30 p.m.

File: MtgMins 11 09 09 FINAL
Draft (s): 12 15 09 - Final
Final Approval: 12 14 09 w/amendments

2009-11-09_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

November 9, 2009 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. Call to order, opening prayer
2. Set Agenda
3. Approve Meeting Minutes for October 5, 2009
4. Treasurer Reports-Budget Variance, Check & Deposit – SS
5. Officers' Reports
   - 5.1 Election/Annual Meeting Committee – Sheridan (Chair), Board, DOK\ Review:
     - a) Meeting agenda
     - b) Content of Committee Reports
     - c) Handouts to be copied
     - d) Details for setup and conducting the meeting
     - e) Vote for candidates *(For Board representative. to use when requested by Landowner to be proxy).*
   - 5.1.2 2010 Budget – Additional Proposals
     - 5.1.2.1 Chip Sealing/Road Budget - SS
     - 5.1.2.2 PVRC – cement pad for donated tennis court - LB
     - 5.1.2.3 NG Fire Hydrant - GD
   - 5.1.3 Discuss possibility of changing date of orientation meeting - LB
6. UNFINISHED BUSINESS
   - 6.1 Road Committee – WS/RS
     - 6.1.1 Report: Use of Landowner/Guest I. D. forms and illegal parking signs on GLA Easement on Hercules Road – Rd Committee
     - 6.1,2 Shelter Project Status List - DK
7. NEW BUSINESS
   - 7.1 Road/Weed –WS/RS
     - 7.1.1 Proposal for Quonset Hut placement & vote – WS/PR
     - 7.1.2 Status of check for remaining tordon - GD
8. Comment Period for Visiting Landowners. (5-10 min.)
9. Adjournment
10. Annual Meeting is Saturday, November 14, 2009 at Emigrant Hall.
    Orientation Meeting (private to Board) – November 23rd, 2009
    Regular Meeting is December 14, 2009, St. John's Church, 6:45-8:30 p.m.

Glastonbury Landowner's Association

2009 Budget Variance Report

October 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
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111. NG Dwelling 2009	20,025.19	20,880.00	-854.81	95.9%
111. SG Dwelling 2009	14,398.39	16,687.00	-2,288.61	86.3%
128. Land 2002	40.00			
129. Land 2003	120.00			
132. Land 2006	109.23			
133. Land 2007	667.30			
134. NG Land 2008	1,617.54			
134. SG Land 2008	3,028.62			
135. NG Land 2009	24,997.70	32,190.00	-7,192.30	77.7%
135. SG Land 2009	25,401.42	26,346.00	-944.58	96.4%
150. GAV	8,526.00	8,526.00	0.00	100.0%
160. Finance Chrgs Late Accnts	649.00			
161. Penalties Late Accounts	248.95			
100. Parcel Assessment Fees - Other	140.00			
Total 100. Parcel Assessment Fees	104,247.30	104,629.00	-381.70	99.6%
200. Project Review Fees				
201. Application Fee	325.00	250.00	75.00	130.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	250.00	125.00	125.00	200.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	150.00	125.00	25.00	120.0%
206. IF - Driveway	150.00	85.00	65.00	176.5%
207. IF - Septic	225.00	85.00	140.00	264.7%
208. IF - Package	437.50	500.00	-62.50	87.5%
209. IF - Mobile Home	200.00	0.00	200.00	100.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	150.00	125.00	25.00	120.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	3,170.00	1,995.00	1,175.00	158.9%
300. Roads				
301. CUT - Road Paving Loan	433.68	2,200.00	-1,766.32	19.7%
305. NG Road Assessment Fees				
A12O. Chip Seal-1 payment/dwell	29,970.00			
A12P. ChipSeal-1 payment/land	6,660.00			
A12Q. ChipSeal- 5 payments/dwel	10,040.00			
A12R. ChipSeal-5 payments/land	1,876.00			
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 305. NG Road Assessment Fees	51,649.00			
Total 300. Roads	52,082.68	2,200.00	49,882.68	2,367.4%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	68.12			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	68.12	300.00	-231.88	22.7%
700. Other Income				
707. Donation for NG Chip Seal	40.00			
Total 700. Other Income	40.00			
Total Income	159,658.10	109,124.00	50,534.10	146.3%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Removal - Other	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Removal	4,135.00	6,500.00	-2,365.00	63.6%

GLA 02699

Glastonbury Landowner's Association

2009 Budget Variance Report

October 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
A03. Contractors - Weed Contrl	2,208.00	3,200.00	-992.00	69.0%
A05. Equipment Reg & Ins	2,424.60	2,500.00	-75.40	97.0%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	20.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	132.50	1,000.00	-867.50	13.3%
A08. Road Improvement Loan	21,845.81	30,225.00	-8,379.19	72.3%
A09. Administration	214.50			
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11C. Sign Posts	202.08			
A11D. New Truck Loan	6,924.62	7,000.00	-75.38	98.9%
A11E. Quonset Hut Asset Expense	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	8,869.19	13,300.00	-4,430.81	66.7%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	420.00			
A12C. Capricorn Drive	1,320.00			
A12F. Gemini Road	1,298.00			
A12H. Orion Way	180.00			
A12J. Sirius Drive	557.00			
A12K. Taurus Road	812.00			
A12L. Venus Way	1,298.00			
A12W. Mowing North Glastonbury	400.00	310.00	90.00	129.0%
A12X extra applied to chip seal	3,969.00			
A12. Contractors - NG Road Wrk - Other	56.00	10,000.00	-9,944.00	0.6%
Total A12. Contractors - NG Road Wrk	10,310.00	10,310.00	0.00	100.0%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,925.00			
A13D. Leo Drive	1,375.00			
A13G. Hercules Road	4,895.00			
A13I. Sagittarius Place	955.00			
A13J. Sagittarius Skyway	1,605.00			
A13W. Mowing South Glastonbury	160.00	310.00	-150.00	51.6%
A13. Contractors - SG Road Wrk - Other	65.00	10,000.00	-9,935.00	0.7%
Total A13. Contractors - SG Road Wrk	10,980.00	10,310.00	670.00	106.5%
A14. Roads/Common Land Ins	5,681.38	5,528.00	153.38	102.8%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	66,800.98	84,373.00	-17,572.02	79.2%
A12. NG Chip Sealing 2009	117,907.71			
B00. Project Review				
B01. Contractors	525.00	500.00	25.00	105.0%
B03 Sanitation Bond Refunds	500.00			
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	1,025.00	675.00	350.00	151.9%
C00-1 Legal Fees Contingency Fu	575.00	4,000.00	-3,425.00	14.4%
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	490.42	600.00	-109.58	81.7%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
D03E. Lawn Mower Purchase	1,650.00			
Total D03. PVRC	2,140.42	1,370.00	770.42	156.2%
Total D00. Recreation	2,140.42	1,370.00	770.42	156.2%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%

Glastonbury Landowner's Association

2009 Budget Variance Report

October 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
G00. Liens				
G01. Lien Filing	229.88	250.00	-20.12	92.0%
G03. Administration	84.50	400.00	-315.50	21.1%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	314.38	900.00	-585.62	34.9%
J00. Other Projects				
J03. Procedures Proposal	52.00	2,440.00	-2,388.00	2.1%
Total J00. Other Projects	52.00	2,440.00	-2,388.00	2.1%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	819.00	4,000.00	-3,181.00	20.5%
K02. Contractors - Bookkeeper	2,309.10	3,000.00	-690.90	77.0%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	249.61	750.00	-500.39	33.3%
K07. Postage and Delivery	718.78	895.00	-176.22	80.3%
K08. Monthly Board Meetings	2,780.51	2,132.00	648.51	130.4%
K10. Cash Advance	280.00			
K11. Rent				
K11A Special Mtgs	25.00	540.00	-515.00	4.6%
K11B. Storage/Boxes	172.50			
K11. Rent - Other	310.00			
Total K11. Rent	507.50	540.00	-32.50	94.0%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	84.05	70.00	14.05	120.1%
K15. Equipment Repair & Mtce	511.15			
K18. Miscellaneous	36.00			
K19. Quarterly Newsletter	577.79			
Total K00. General Operating Expenses	10,334.49	13,165.00	-2,830.51	78.5%
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	299.00			
M04. Postage and Delivery	477.78	386.00	91.78	123.8%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
Total M00. Annual Meeting/Elections	851.78	1,551.00	-699.22	54.9%
Total Expense	200,126.76	109,124.00	91,002.76	183.4%
Net Ordinary Income	-40,468.66	0.00	-40,468.66	100.0%
Net Income	**-40,468.66**	**0.00**	**-40,468.66**	**100.0%**

CHIP SEALING INCOME & EXPENSES - AS OF 10-31-2009

Income

From Investors	**$42,500**
From Landowners	**+ 51,399**
Total received	**$93,899**

Expenses

Paid in full **$117,907 (under estimate of $133,700)**

Borrowed from General Fund **$24,008**

Didn't collect by Oct. 31/late **$ 7,849**

Expected yearly chip seal income 2010-2013 **$21,058 per year x 4 years = $84,232**

PROPOSAL TO PAY BACK GLA GENERAL FUND

We can pay back the General Fund as the 2009/2010 chip seal assessments come in. Propose using $10,000 of the $15,000 North Glastonbury road budget for 2010 to pay back the General Fund. ***NG will just have basic grading in 2010, no gravel or mag chloride.***

Expected 2009 & 2010 chip seal income	**$ 21,058 + 7,849 = $28,907**
Investor payback Aug. 2010	**- 19,799**
Left to pay back General Fund	**$ 9,108**

Owe General Fund	**$ 24,008**
From NG 2010 Road Budget	**-10,000**
Left over chip seal income	**- 9,108**
Amount still owing General Fund	**$ 4,900 pay back General Fund in 2011**

GLA SCHEDULE TO REPAY INVESTORS

There were four investors who invested a total of **$42,500.**
Investor repayment schedule below: Total payback with interest = **$47,100**

Payback in August 2010:

Investor #1	$ 4,033.54
Investor #2	4,610.50
Investor #3	1,154.87
Investor #4	10,000.00-full payoff-no interest
Total	**$19,798.91**

Payback August 2011

Investor #1	$4,033.54-paid in full
Investor #2	4,610.50
Investor #3	1,154.87
Total	**$9,798.91**

Payback August 2012, 2013 & 2014

Investor #2	$4,610.50
Investor #3	1,154.87
Total	**$5,834.37**

(SEE OVER)

----- Original Message -----
From: Charlene Murphy
To: sheridan.stenberg@gmail.com ; 'William E. Smith, P.E.' ; lauraboiseGLA@wispwest.net
Cc: richspallone@aol.com ; richbolen@aol.com ; jannac99@aol.com ; denisemorr@msn.com
Sent: Wednesday, November 04, 2009 10:20 AM
Subject: how the final chip sealing payment impacts the budget

Dear Exec. Board and Road Com. Chairmen,

The good news is that the chip sealing company has been paid in full! We did not get the loan from Sky Federal so we avoided loan fees! There is still a chance for another investor or a chance that Investor #4 might be willing to extend his $10,000 loan payoff over two years. If this does not happen then our projection is that we ill be short in paying back the general fund by $4,900 in 2010. Our budget variance report show that we have done well in sticking to budget this year, no emergencies, only $1,383 over budget in two areas and $10,898 under budget in several areas (includes not doing the Quonset hut installation this year.) Sheridan will point out these items in the budget variance report at the meeting. This will help us to get by without feeling a pinch in the general fund budget even though we had to borrow to pay the chip sealer. There is still snow plow money, annual meeting money, gen. operating expenses money, etc.

(SEE OVER)

2009-12-04_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 14, 2009

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order and opening prayer.

The meeting was called to order by Laura at 7:10 p.m., at St. John's Church.

PRESENT: Laura Boise (President), Sheridan Stenberg (Treasurer), Alyssa Angelis (arrived at 7:50 p.m.), Gerald Dubiel, Neil Kremer, Daniel O'Connell, Clare Parker, Paul Ranttalo, Rich Spallone and William Smith.

ABSENT: Richard Bolen, Janet Naclerio

ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary); Ed Dobrowski

2. Set Agenda

3. Approve Meeting Minutes for November 9, 2009

MOTION: Sheridan motioned and William seconded to approve the Nov. 9, 2009 minutes with amendments. **(Motion carried.** Abstained - new Directors Clare, Daniel and Neil; Alyssa wasn't present for this vote, but would have had to abstain due to absence at Nov. 9 meeting.)

4. Treasurer Reports-Budget Variance, Check & Deposit – SS

4.1 Proposal for GLA Office Equipment –DOK/LB

Discussion.

UNANIMOUS AGREEMENT: The Board approved to allocate in 2010, the balance of of funds remaining in the 2009 budgets for the Policies & Procedures Project and Administrative Secretary to: (1) Purchase a laptop computer and hard drive, and; (2) Cover e-receptionist expenses in addition to those funds already allocated.

5. Officers' Reports

5.1 Election/Annual Meeting – Sheridan (Chair), Board, DOK

a) Brief evaluation.

UNANIMOUS AGREEMENT: The Board agreed the meeting went well.

b) Suggestions

ACTION ITEM: ***Denise*** – Add to Annual Meeting/Elections procedure and agenda:

- Place the election nomination forms for candidates on GLA website
- After the votes are counted at the annual meeting and announced, add to the agenda that a Road Committee meeting will be held with the landowners for further discussion, questions & answers.

5.2 Brief Overview of Board Orientation

5.2.1 Review Board Ethics/Procedures

a) Laura reviewed in detail the Board ethics and roles, Board and Committee responsibilities and procedures at Board meetings, criteria on how to request agenda items and present issues to the Board for vote or discussion at meeting, procedure for requesting Board approval for allocation of funds, etc.

It was recommended that all Directors review their orientation binder.

ACTION ITEM: Denise will collect orientation binders of ongoing Board members in order to insert updates.

b) New Board Meeting Agenda Procedure: Each agenda item will include the projected time to cover it. A stop watch will be used to help keep everyone on track.

File: MtgMins 12 14 09 FINAL
Draft (s): 02 09 10 - Final
Final Approval: 01 11 10 w/amendments

ACTION ITEM: ***Denise*** – Purchase a stop watch for Board meetings.

5.2.2 Determine Board Officers and Committee Chairs
UNANIMOUS AGREEMENT: The Board discussed and agreed upon the following officers, committee chairs and committee members for 2010.

Officers:
President - Laura Boise Vice President - Richard Bolen
Secretary - Janet Naclerio Treasurer - Sheridan Stenberg

Committee Chairs/Members

Community Committee: Chair - Richard Bolen
Complaints - All Board Members
Welcoming - Janet Naclerio w/support from Sheridan Stenberg & Charlene Murphy (GLA bookkeeper)

Election Committee: Chair – Sheridan Stenberg
Members - All Board Members

Executive Committee (Automatically comprised of the Board Officers)
Members - Laura Boise, Richard Bolen, Janet Naclerio & Sheridan Stenberg

Project Review Committee: Chairs - Alyssa Angelis/Rich Spallone (Alyssa will fill position until a replacement is found and trained)
Members - Gerald Dubiel, Paul Ranttalo

Master Plan Compliance Subcommittee: Chairs – Clare Parker/Neil Kremer
Members - Paul Ranttalo
(Note: the Board changed this committee's name to include "compliance")

Road/Weed Committee: Chairs - William Smith/Rich Spallone
Members - Gerald Dubiel & Paul Ranttalo

Recreation Committee: Chairs – Laura Boise & Janet Naclerio

Website Committee: Chair – Daniel O'Connell

Budget Committee: Chair – To Be Determined
Members – Executive Committee w/support from Charlene Murphy (GLA bookkeeper) *Note: Other directors may join this committee*

ACTION ITEM: ***Laura*** – Ask absent Board members, who did not express their role preference prior to the meeting, if he/she agrees to serve in the roles as listed above.

5.2.3 Confirm schedules for Jan. 11 Orientation Meeting and Board Meeting
The Board agreed that another orientation meeting would probably not be required since the main orientation topics had been discussed adequately.

File: MtgMins 12 14 09 FINAL
Draft (s): 02 09 10 - Final
Final Approval: 01 11 10 w/amendments

ACTION ITEM: ***Laura*** - Review the contents of the orientation binder to determine if and when additional topics need review and discussion.

5.2.4 Board Resignation *(new to agenda)*
Alyssa announced her resignation but will continue to handle Project Reviews until her replacement is found. She offered to train her replacement(s) and will be available for consultation in the future if needed. Discussion.

ACTION ITEM: ***Alyssa*** – Write up a job description for Project Review and then discuss it with Creative Digital Office and Ed Dobrowski.

ACTION ITEM: ***Denise*** – Add to the Policy & Procedure project that when outgoing or resigning Board members with specialized Board responsibilities are in the process of leaving, the Board member will give proper notice to the Board and help to train his/her replacement.

5.6 Newsletter – DOK
Laura and Janet volunteered to develop the newsletter.
a) Topics - Denise reviewed topics (also included in an e-mail to Laura)
Include in newsletter: Reminder to keep the GLA Landowner I.D. form (mailed to landowners in October) in car glove compartment so as to be handy to post on dashboard when parking while hunting, hiking or in the case the car has broken down and needs to be vacated, etc.

b) Articles due date - Jan. 3
Newsletter to Denise to xerox date – Jan. 5

c) Folding/stuffing date - Jan. 8 (Sheridan)
January 11-15 - Charlene to work on stuffing; to be mailed/postmarked Jan. 15

6. UNFINISHED BUSINESS
6.1 Road Committee – WS/RS
6.1.1 Report on use of Landowner/Guest I. D. forms and illegal parking signs on GLA Easement on Hercules Road – Rd Committee
Rich reported that it appears that most landowners do not use their yellow parking identification forms mailed to them by the GLA in October 2009. Many still park in Kathleen Ramp's driveway; she has not posted any signs there. Discussion.

6.1.2 K. Ramp's easement *(added to agenda)*
Gerald reported that according to his research, it appears that K. Ramp's easement was not conveyed from the previous owners to the Church.
ACTION ITEM: ***Richard*** – Do further research for legal documents regarding K. Ramp's easement.

6.1.3 Road Signs *(added to the agenda)*
Sheridan reported that missing signs on Capricorn will be installed when weather permits.

File: MtgMins 12 14 09 FINAL
Draft (s): 02 09 10 - Final
Final Approval: 01 11 10 w/amendments

6.2 Master Plan Compliance Subcommittee *(added to agenda)*
Discussion included that the goal of Clare and Neil working on the MP Compliance Committee will be to continue the project of contacting landowners with shelters and associated storage units to determine if they are in compliance with the Master Plan, Bylaws and Covenants.
ACTION ITEM: ***Denise*** – Request Dan Kehoe to forward all information/materials regarding the shelter compliance project to her and she will organize for Neil and Clare.

7. NEW BUSINESS

7.1 Website Committee *(added to agenda)*
ACTION ITEM: ***Alyssa*** - Write up explanation of project review budget changes to post on the GLA website.

7.2 Road Committee –WS/RS *(added to agenda)*
7..2.1 Encroachments on landowner easements/driveways.
Discussion included recent sightings of driveways with rocks and/or other items on them that might be considered as "encroachments."
ACTION ITEM: ***William*** – Draft a letter to send to Landowners who have items that may be encroaching on their neighbor's easements or driveway and vice versa. Include in the letter: (a) Explanation of liability issues concerning encroaching items that may become damaged or cause damage, and; (b) How to identify easements by yellow plastic-capped corner pins.

8. Comment Period for Visiting Landowners. No comments.

9. Adjournment - 9:45 p.m.

10. January 11, 2009, St. John's Church

File: MtgMins 12 14 09 FINAL
Draft (s): 02 09 10 - Final
Final Approval: 01 11 10 w/amendments

2009-12-04_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

December 14, 2009 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. Call to order, opening prayer
2. Set Agenda
3. Approve Meeting Minutes for November 9, 2009
4. Treasurer Reports-Budget Variance, Check & Deposit – SS
   4.1 Proposal for GLA Office Equipment –DOK/LB
5. Officers' Reports
   5.1 Election/Annual Meeting – Sheridan (Chair), Board, DOK
      a) Brief evaluation
      b) Suggestions
   5.2 Brief Overview of Board Orientation (Full Orientation in January)
      5.2.1 Review Board Ethics/Procedures
   5.4 Determine Board Officers and Committee Chairs
   5.5 Confirm schedules for Jan. 11 Orientation Meeting and Board Meeting
   5.6 Newsletter – DOK
      a) Topics
      b) Article date due
      c) Folding/stuffing date
6. UNFINISHED BUSINESS
   6.1 Road Committee – WS/RS
      6.1.1 Report on use of Landowner/Guest I. D. forms and illegal parking signs on GLA Easement on Hercules Road – Rd Committee
7. NEW BUSINESS
8. Comment Period for Visiting Landowners. (5-10 min.)
9. Adjournment
10. January 11, 2009, St. John's Church
    PLEASE NOTE TIMES BELOW. Our regular meeting will begin later than usual as the new 2010 Board will first meet in a private orientation meeting.
    6:45 – 8:30 p.m.: Orientation Meeting for New & Ongoing Board Members only
    8:30 - 9:00 p.m: Regular Meeting

Glastonbury Landowner's Association

2009 Budget Variance Report

November 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	30.00			
109. Dwelling 2007	502.30			
110. NG Dwelling 2008	1,769.04			
110. SG Dwelling 2008	2,033.12			
111. NG Dwelling 2009	21,396.37	20,880.00	516.37	102.5%
111. SG Dwelling 2009	14,792.20	16,687.00	-1,894.80	88.6%
125. Land Prior to 2000	30.00			
128. Land 2002	40.00			
129. Land 2003	200.00			
132. Land 2006	132.00			
133. Land 2007	682.16			
134. NG Land 2008	1,617.54			
134. SG Land 2008	3,055.12			
135. NG Land 2009	26,238.38	32,190.00	-5,951.62	81.5%
135. SG Land 2009	25,780.73	26,346.00	-565.27	97.9%
150. GAV	8,526.00	8,526.00	0.00	100.0%
160. Finance Chrgs Late Accnts	711.44			
161. Penalties Late Accounts	264.85			
100. Parcel Assessment Fees - Other	140.00			
Total 100. Parcel Assessment Fees	107,941.25	104,629.00	3,312.25	103.2%
200. Project Review Fees				
201. Application Fee	325.00	250.00	75.00	130.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	250.00	125.00	125.00	200.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	150.00	125.00	25.00	120.0%
206. IF - Driveway	150.00	85.00	65.00	176.5%
207. IF - Septic	225.00	85.00	140.00	264.7%
208. IF - Package	437.50	500.00	-62.50	87.5%
209. IF - Mobile Home	200.00	0.00	200.00	100.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	150.00	125.00	25.00	120.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	3,170.00	1,995.00	1,175.00	158.9%
300. Roads				
301. CUT - Road Paving Loan	836.72	2,200.00	-1,363.28	38.0%
305. NG Road Assessment Fees				
A12O. Chip Seal-1 payment/dwell	29,970.00			
A12P. ChipSeal-1 payment/land	6,660.00			
A12Q. ChipSeal- 5 payments/dwel	12,185.55			
A12R. ChipSeal-5 payments/land	2,066.00			
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 305. NG Road Assessment Fe...	53,984.55			
Total 300. Roads	54,821.27	2,200.00	52,621.27	2,491.9%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	72.19			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	72.19	300.00	-227.81	24.1%

Glastonbury Landowner's Association

2009 Budget Variance Report

November 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
700. Other Income				
707. Donation for NG Chip Seal	40.00			
Total 700. Other Income	40.00			
Total Income	166,094.71	109,124.00	56,970.71	152.2%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Remov...	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Rem...	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	2,208.00	3,200.00	-992.00	69.0%
A05. Equipment Reg & Ins	2,424.60	2,500.00	-75.40	97.0%
A06. Equipment Mtce				
A06. Truck #1	112.50			
A06. Truck #2	185.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	297.50	1,000.00	-702.50	29.8%
A08. Road Improvement Loan	29,402.13	30,225.00	-822.87	97.3%
A09. Administration	279.50			
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11C. Sign Posts	202.08			
A11D. New Truck Loan	6,924.62	7,000.00	-75.38	98.9%
A11E. Quonset Hut Asset Expen...	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	8,869.19	13,300.00	-4,430.81	66.7%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	420.00			
A12C. Capricorn Drive	1,320.00			
A12F. Gemini Road	1,298.00			
A12H. Orion Way	180.00			
A12J. Sirius Drive	557.00			
A12K. Taurus Road	812.00			
A12L. Venus Way	1,298.00			
A12W. Mowing North Glastonbury	400.00	310.00	90.00	129.0%
A12X extra applied to chip seal	3,969.00			
A12. Contractors - NG Road Wrk...	56.00	10,000.00	-9,944.00	0.6%
Total A12. Contractors - NG Road ...	10,310.00	10,310.00	0.00	100.0%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,925.00			
A13D. Leo Drive	1,375.00			
A13G. Hercules Road	5,045.00			
A13I. Sagittarius Place	955.00			
A13J. Sagittarius Skyway	1,605.00			
A13W. Mowing South Glastonb...	160.00	310.00	-150.00	51.6%
A13. Contractors - SG Road Wrk...	65.00	10,000.00	-9,935.00	0.7%
Total A13. Contractors - SG Road ...	11,130.00	10,310.00	820.00	108.0%
A14. Roads/Common Land Ins	5,681.38	5,528.00	153.38	102.8%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	74,737.30	84,373.00	-9,635.70	88.6%
A12. NG Chip Sealing 2009	117,907.71			

Glastonbury Landowner's Association

2009 Budget Variance Report

November 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
B00. Project Review				
B01. Contractors	525.00	500.00	25.00	105.0%
B03 Sanitation Bond Refunds	750.00			
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	1,275.00	675.00	600.00	188.9%
C00-1 Legal Fees Contingency Fu	668.00	4,000.00	-3,332.00	16.7%
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	515.52	600.00	-84.48	85.9%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
D03E. Lawn Mower Purchase	1,650.00			
Total D03. PVRC	2,165.52	1,370.00	795.52	158.1%
D06-a. Misc.-hiking trail	100.00			
Total D00. Recreation	2,265.52	1,370.00	895.52	165.4%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	229.88	250.00	-20.12	92.0%
G03. Administration	84.50	400.00	-315.50	21.1%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	314.38	900.00	-585.62	34.9%
J00. Other Projects				
J03. Procedures Proposal	52.00	2,440.00	-2,388.00	2.1%
Total J00. Other Projects	52.00	2,440.00	-2,388.00	2.1%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	884.00	4,000.00	-3,116.00	22.1%
K02. Contractors - Bookkeeper	2,901.60	3,000.00	-98.40	96.7%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	286.31	750.00	-463.69	38.2%
K07. Postage and Delivery	718.78	895.00	-176.22	80.3%
K08. Monthly Board Meetings	3,066.51	2,132.00	934.51	143.8%
K10. Cash Advance	580.00			
K11. Rent				
K11A'Special Mtgs	25.00	540.00	-515.00	4.6%
K11B. Storage/Boxes	212.50			
K11. Rent - Other	310.00			
Total K11. Rent	547.50	540.00	7.50	101.4%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	344.43	317.00	27.43	108.7%
K14. Licenses and Permits	84.05	70.00	14.05	120.1%
K15. Equipment Repair & Mtce	511.15			
K18. Miscellaneous	36.00			
K19. Quarterly Newsletter	590.79			
Total K00. General Operating Expenses	12,012.12	13,165.00	-1,152.88	91.2%

Glastonbury Landowner's Association

2009 Budget Variance Report

November 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	715.00			
M04. Postage and Delivery	477.78	386.00	91.78	123.8%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	-265.00			
Total M00. Annual Meeting/Elections	1,002.78	1,551.00	-548.22	64.7%
Total Expense	210,359.81	109,124.00	101,235.81	192.8%
Net Ordinary Income	-44,265.10	0.00	-44,265.10	100.0%
Net Income	**-44,265.10**	**0.00**	**-44,265.10**	**100.0%**

Glastonbury Landowners Association, Inc.

2009 SCHEDULE
BOARD OF DIRECTORS MEETINGS & ANNUAL ELECTIONS

Regular Meetings held at St. Johns Church, Emigrant; 6:45 p.m.

DATE	DESCRIPTION
Monday, January 12	Regular meeting
Monday, February 9	Regular meeting
Monday, March 9	Regular meeting
Monday, April 6 *(Falls on first Monday)*	Regular meeting
Monday, May 11	Regular meeting
Monday, June 8	Regular meeting
Monday, July 13	Regular meeting
Monday, August 10	Regular meeting
Monday, September 14	Regular Meeting
Monday, October 5 *(Falls on first Monday)*	Regular meeting
Monday, Nov. 9	Regular meeting
Saturday, Nov. 14	**Annual Meeting for Landowners - Board of Director Elections & Business Meeting. Emigrant Hall, Emigrant, MT. 9:00 a.m. (Meeting will officially begin once quorum is reached and will last three hours from that point.)**
Monday, November 23 *(Falls on fourth Monday)*	**Private Meeting** for Orientation of New Board Members; Election of Officers (Open to Board Members Only)
Monday, December 14	Regular meeting

Note: Regular meetings will usually fall on the second Monday of each month (exceptions are noted under the above dates). Additional meetings may be scheduled and posted on the website based on the need of the hour. Therefore, please regularly check our website for updated scheduling.

2010

2010

Changed to Jan 11

Notice of Meeting
of the Board of Directors
of
Glastonbury Landowners Association, Inc.

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on **Monday, January 8, 2010 at 6:45 p.m.,** at St. John's Church in Emigrant, Montana.

Dated January 1, 2010

By: Donna Lash
Assistant Administrative Secretary

2010-01-11_BDGN.pdf

Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 11, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order.

The meeting was called to order by Laura at 6:55 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Richard Bolen (Vice President) aka Richard, Janet Naclerio (Secretary - **Took MtgMin Notes)**, Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer, Daniel O'Connell, Clare Parker, Paul Ranttalo and. Rich Spallone (aka Rich)
ABSENT: William Smith, Denise Orr Kirk (GLA Administrative Secretary)
ALSO ATTENDING: Ed Dobrowski

2. Set Agenda.

3. Approve Meeting Minutes for December 14, 2009

MOTION: Sheridan motioned and Clare seconded to approve the December 14, 2009 minutes with amendments. **Motion carried.** (2 Abstentions - Janet and Richard, who did not attend the meeting).

4. Treasurer Reports - Budget Variance, Check & Deposit – SS

4.1 Increase in Administrative Secretary's Hourly Wage

Discussion.
MOTION: Sheridan motioned and Richard B. seconded to approve an increase in the Administrative Secretary's hourly wage from $13.00/hour to $15.00/hour, effective January 1, 2010. **Motion carried.** (1 abstention - Neil)

4.2 Chip Sealing

Discussion and review of the 2009 end-of-year report.

5. Officers' Reports

5.1 Goals for 2010

ACTION ITEM - ***Committee Chairs:*** Submit 2010 goals to Denise by March Board meeting.

5.2 Review/vote on recommended contractors to assist with administrative duties and project review

Alyssa gave the board an overview of the skills and experience of an individual at Creative Digital Office who could possibly assist the Board with administrative duties and project review. Discussion.
MOTION: Alyssa motioned and Janet seconded to proceed with contacting and interviewing the individual from Creative Digital Office and possibly retaining her to handle some of the GLA's administrative duties on a project-by-project basis. **Motion carried unanimously.**

6. UNFINISHED BUSINESS

6.1 e-Receptionist Procedure – LB/DO

The board discussed the possible need to have an additional line added to our e-Receptionist service for $5.00/month.
UNANIMOUS AGREEMENT: The Board approved the adding of another line to our e-Receptionist message service for an additional $5.00/month.

File: MtgMins 01 11 10 Final
Draft (s): 02 09 10 -FINAL
Final Approval: 02 08 10

6.2 Research of legal documents re K. Ramp's easement – RB

Discussion. Alan Shaw will get back to the GLA with information that the CUT has on acquisition of the original easement.

7. NEW BUSINESS

7.1. Project Review – AA/RS

7.1.1 Lot 41-E (SG) Patrick Klein – Home & Variance Application - AA

Alyssa presented the project and described the variance request in regards to the building height. In essence, the slope of the land and log construction on a full, walk-out basement made the overall height from the lowest point of the land to be 3 feet above the standards. The Board considered the placement of the house in respect to the overall terrain and the possible impact on neighbors.

MOTION: Alyssa motioned and Janet seconded to approve the application with the following conditions: 1) The other members in the Klein's subdivision be contacted about the variance and asked to give their input, 2) Gerald will meet the Klein's on-site to verify that setbacks from property lines are being met; 3) the necessary electrical, septic, and plumbing permits be obtained; 4) any disturbed land be re-seeded. **Motion carried unanimously.**

7.1.2 Clarification re: the conditions of Alyssa's resignation from the Board *(new agenda item)*

Alyssa confirmed that she will continue working on the Board until someone is found to replace her as the Project Review Chairperson and she finishes training that person.

7.2 Road Committee – WS/RS

7.2.1 Draft of letter re: encroachments of landowner easements/driveways. TABLED.

7.3 Park County's Request, dated Jan. 5, 2010 for Census Takers to use Glastonbury Roads *(new agenda item)*

MOTION: Richard motioned and Sheridan seconded to grant permission for the Park County census takers to use Glastonbury roads. **Motion carried unanimously.**

7.4 Website - DO

The Board discussed and considered the pros and cons to Daniel's proposal to change the GLA website name from GLA-MT.org to GLAMT.org.

MOTION: Alyssa motioned Sheridan seconded to keep our current website name as it has been, www.GLA-MT.org. **Motion carried.** (1 objection – Daniel)

8. Comment Period for Visiting Landowners.

9. Adjournment: 8:35 p.m.

10. Next meeting: February 8, 2010, 6:45 p.m. at St. John's Church

File: MtgMins 01 11 10 Final
Draft (s): 02 09 10 -FINAL
Final Approval: 02 08 10

2010-01-11_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

January 11, 2010 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. **Call to order, opening prayer**
2. **Set Agenda**
3. **Approve Meeting Minutes for December 14, 2009 – (5 min.)**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS (5 min)**
5. **Officers' Reports**
   - **5.1 Goals for 2010**
     - **5.1.1 Discuss documentation of GLA Board & Committee Goals (30 min)**
     - **5.1.2 Review/vote on recommended contractors to assist with administrative duties and project rev - AA/SS (5 min)**
6. **UNFINISHED BUSINESS**
   - **6.1 Discuss e-receptionist procedure – LB/DO (5 min)**
   - **6.2 Research of legal documents re K. Ramp's easement (1 min) - RB**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Lot 41-E (SG)/Patrick Klein – Home & Variance application-AA (10 min)**
     - **7.1.2 Report on Project Review budget changes to post on website – AA (1 min)**
   - **7.2 Road Committee –WS/RS** *(added to agenda)*
     - **7.2.1 Draft of letter re: encroachments on landowner easements/driveways – WS (3 min)**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment**
10. **Next meeting: February 8, 2010, St. John's Church**

Glastonbury Landowner's Association

2009 Budget Variance Report

January through December 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	30.00			
105. Dwelling 2003	9.10			
109. Dwelling 2007	502.30			
110. NG Dwelling 2008	1,769.04			
110. SG Dwelling 2008	2,044.37			
111. NG Dwelling 2009	21,498.87	20,880.00	618.87	103.0%
111. SG Dwelling 2009	14,836.41	16,687.00	-1,850.59	88.9%
125. Land Prior to 2000	30.00			
128. Land 2002	40.00			
129. Land 2003	209.11			
132. Land 2006	132.00			
133. Land 2007	682.16			
134. NG Land 2008	1,617.54			
134. SG Land 2008	3,066.37			
135. NG Land 2009	26,340.88	32,190.00	-5,849.12	81.8%
135. SG Land 2009	25,998.94	26,346.00	-347.06	98.7%
150. GAV	8,526.00	8,526.00	0.00	100.0%
160. Finance Chrgs Late Accnts	750.52			
161. Penalties Late Accounts	264.85			
100. Parcel Assessment Fees - Other	191.79			
Total 100. Parcel Assessment Fees	108,540.25	104,629.00	3,911.25	103.7%
200. Project Review Fees				
201. Application Fee	325.00	250.00	75.00	130.0%
202. IF - House	550.00	300.00	250.00	183.3%
203. IF - Structures 200/800sf	250.00	125.00	125.00	200.0%
204. IF - Structures Over 800sf	200.00	0.00	200.00	100.0%
205. IF - Well	150.00	125.00	25.00	120.0%
206. IF - Driveway	150.00	85.00	65.00	176.5%
207. IF - Septic	225.00	85.00	140.00	264.7%
208. IF - Package	437.50	500.00	-62.50	87.5%
209. IF - Mobile Home	200.00	0.00	200.00	100.0%
210. IF - Subdivison	0.00	300.00	-300.00	0.0%
213. IF - Minor Variance	150.00	100.00	50.00	150.0%
214. IF - Major Variance	150.00	125.00	25.00	120.0%
218. Mileage Impact Fee	382.50			
200. Project Review Fees - Other	0.00	0.00	0.00	0.0%
Total 200. Project Review Fees	3,170.00	1,995.00	1,175.00	158.9%
300. Roads				
301. CUT - Road Paving Loan	1,659.87	2,200.00	-540.13	75.4%
305. NG Road Assessment Fees				
A12O. Chip Seal-1 payment/dwell	30,710.00			
A12P. ChipSeal-1 payment/land	6,660.00			
A12Q. ChipSeal- 5 payments/dwel	12,750.55			
A12R. ChipSeal-5 payments/land	2,161.00			
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 305. NG Road Assessment Fees	55,384.55			
Total 300. Roads	57,044.42	2,200.00	54,844.42	2,592.9%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	72.19			
500. Interest Earned - Other	0.00	300.00	-300.00	0.0%
Total 500. Interest Earned	72.19	300.00	-227.81	24.1%

Glastonbury Landowner's Association

2009 Budget Variance Report

January through December 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
700. Other Income				
701. Miscellaneous	614.89			
707. Donation for NG Chip Seal	40.00			
Total 700. Other Income	654.89			
Total Income	169,531.75	109,124.00	60,407.75	155.4%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	555.00			
A02B. South Glastonbury	242.50			
A02C. High South Glastonbury	2,437.50			
A02F. High Sagittarius Skyway	900.00			
A02. Contractors - Snow Removal - Other	0.00	6,500.00	-6,500.00	0.0%
Total A02. Contractors - Snow Removal	4,135.00	6,500.00	-2,365.00	63.6%
A03. Contractors - Weed Contrl	2,208.00	3,200.00	-992.00	69.0%
A05. Equipment Reg & Ins	2,424.60	2,500.00	-75.40	97.0%
A06. Equipment Mtce				
A06. Truck #1	180.87			
A06. Truck #2	185.00			
A06. Equipment Mtce - Other	0.00	1,000.00	-1,000.00	0.0%
Total A06. Equipment Mtce	365.87	1,000.00	-634.13	36.6%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	279.50			
A11. Miscellaneous				
A11A. Fuel	198.37	800.00	-601.63	24.8%
A11B. Sand	54.99	500.00	-445.01	11.0%
A11C. Sign Posts	424.79			
A11D. New Truck Loan	6,924.62	7,000.00	-75.38	98.9%
A11E. Quonset Hut Asset Expense	1,500.00	5,000.00	-3,500.00	30.0%
A11. Miscellaneous - Other	44.12			
Total A11. Miscellaneous	9,146.89	13,300.00	-4,153.11	68.8%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	420.00			
A12C. Capricorn Drive	1,320.00			
A12F. Gemini Road	1,298.00			
A12H. Orion Way	180.00			
A12J. Sirius Drive	557.00			
A12K. Taurus Road	812.00			
A12L. Venus Way	1,298.00			
A12W. Mowing North Glastonbury	400.00	310.00	90.00	129.0%
A12X extra applied to chip seal	3,969.00			
A12. Contractors - NG Road Wrk - Other	56.00	10,000.00	-9,944.00	0.6%
Total A12. Contractors - NG Road Wrk	10,310.00	10,310.00	0.00	100.0%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,925.00			
A13D. Leo Drive	1,375.00			
A13G. Hercules Road	5,045.00			
A13I. Sagittarius Place	955.00			
A13J. Sagittarius Skyway	1,605.00			
A13W. Mowing South Glastonbury	160.00	310.00	-150.00	51.6%
A13. Contractors - SG Road Wrk - Other	65.00	10,000.00	-9,935.00	0.7%
Total A13. Contractors - SG Road Wrk	11,130.00	10,310.00	820.00	108.0%
A14. Roads/Common Land Ins	5,681.38	5,528.00	153.38	102.8%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
Total A00. Roads & Weeds	75,906.52	84,373.00	-8,466.48	90.0%
A12. NG Chip Sealing 2009	117,907.71			

Glastonbury Landowner's Association

2009 Budget Variance Report

January through December 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
B00. Project Review				
B01. Contractors	1,117.50	500.00	617.50	223.5%
B03 Sanitation Bond Refunds	750.00			
B04. Administration	0.00	175.00	-175.00	0.0%
Total B00. Project Review	1,867.50	675.00	1,192.50	276.7%
C00-1 Legal Fees Contingency Fu	668.00	4,000.00	-3,332.00	16.7%
C00. Community/Complaints				
C01. Contractors	75.00			
C05. Miscellaneous/copies	0.00	150.00	-150.00	0.0%
Total C00. Community/Complaints	75.00	150.00	-75.00	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	540.62	600.00	-59.38	90.1%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	70.00	-70.00	0.0%
D03D. Lawn Mower Maint.	0.00	450.00	-450.00	0.0%
D03E. Lawn Mower Purchase	1,650.00			
Total D03. PVRC	2,190.62	1,370.00	820.62	159.9%
D06-a. Misc.-hiking trail	100.00			
D06. Miscellaneous	75.00			
Total D00. Recreation	2,365.62	1,370.00	995.62	172.7%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	400.00	-400.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	500.00	-500.00	0.0%
G00. Liens				
G01. Lien Filing	229.88	250.00	-20.12	92.0%
G03. Administration	84.50	400.00	-315.50	21.1%
G04. Credit Report Research	0.00	250.00	-250.00	0.0%
Total G00. Liens	314.38	900.00	-585.62	34.9%
J00. Other Projects				
J03. Procedures Proposal	246.89	2,440.00	-2,193.11	10.1%
Total J00. Other Projects	246.89	2,440.00	-2,193.11	10.1%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	884.00	4,000.00	-3,116.00	22.1%
K02. Contractors - Bookkeeper	3,029.10	3,000.00	29.10	101.0%
K03. Contractors - Accountant	120.00	120.00	0.00	100.0%
K06. Office Supplies	289.71	750.00	-460.29	38.6%
K07. Postage and Delivery	718.78	895.00	-176.22	80.3%
K08. Monthly Board Meetings	3,066.51	2,132.00	934.51	143.8%
K10. Cash Advance	580.00			
K11. Rent				
K11A Special Mtgs	25.00	540.00	-515.00	4.6%
K11B. Storage/Boxes	212.50			
K11. Rent - Other	310.00			
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K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,341.00	0.00	100.0%
Total K12. Insurance	1,341.00	1,341.00	0.00	100.0%
K13. Taxes	344.43	317.00	27.43	108.7%
K14. Licenses and Permits	84.05	70.00	14.05	120.1%
K15. Equipment Repair & Mtce	511.15			
K18. Miscellaneous	36.00			
K19. Quarterly Newsletter	590.79			
Total K00. General Operating Expenses	12,143.02	13,165.00	-1,021.98	92.2%

Glastonbury Landowner's Association

2009 Budget Variance Report

January through December 2009

	Jan - Dec 09	Budget	$ Over Budget	% of Budget
L00. Other Expenses				
L01. Miscellaneous	50.00			
Total L00. Other Expenses	50.00			
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M03. Administration	715.00			
M04. Postage and Delivery	477.78	386.00	91.78	123.8%
M05. Refreshments	267.68	200.00	67.68	133.8%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	-265.00			
Total M00. Annual Meeting/Elections	1,270.46	1,551.00	-280.54	81.9%
Total Expense	212,815.10	109,124.00	103,691.10	195.0%
Net Ordinary Income	-43,283.35	0.00	-43,283.35	100.0%
Net Income	**-43,283.35**	**0.00**	**-43,283.35**	**100.0%**

Bank Totals as of 12-31-2009

Checking	**$11,858.69**
Savings Total	**$21,855.12**
Sanitation Bonds	**8,425.00**
Chip Seal Investor #6	**6,000.00**
Reserve	**7,430.00**
Available Savings	**00.00**

End of the Year Chip Seal Tally 12-31-2009

Total for the Job	$121,876
Used extra 2009 NG Road Budget	- 3,969
Paid to contractors	**$117,907**

NG Chip Income as of 12-31-2009

From 4 investors	$42,500
From Landowners	+55,384
Total Income	**$97,884**

	$117,907
	-97,884
Borrowed from General Fund	**$20,023**

Proposal for paying back to General Fund: **$10,000** from NG Road 2010 Budget and what ever is left over after paying investors in August 2010, plus 5th investor

Expected Chip Income in 2010	$22,388
August paybacks (see below)	-19,799
Left to General Fund	**$2,589**

A Fifth Investor paid **$6,000** in December. This money was put into Savings to reserve for the payback of investors in August 2010, if needed. However, if all chip seal income comes in this $6,000 from the 5th investor will be used to pay back the general fund.

$10,000 + 2,589 + 6,000 = $18,589

Owed to General Fund	$20,023
Minus expected income	-18,589
Left to pay general fund in 2011	**$1,434**

Payback in August 2010:

Investor #1	$4,033.54
Investor #2	$4,610.50
Investor #3	$1,154.87
Investor #4	$10,000.00-full payoff-no interest
Total	**$19,798.91**

Payback August 2011

Investor #1	$4,033.54-paid in full
Investor #2	$4,610.50
Investor#3	$1,154.87
Total	$9,798.91

Payback August 2012

Investor #2	$4,610.50
Investor #3	$1,154.87
Investor #5	$6,945.75
Total	$12,780.12

Payback August	**2013 & 2014**
Investor #2	$4,610.50
Investor #3	$1,154.87
Total per year	$5,834.37

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

FINAL

February 8, 2010

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1. **Call to order.**
   The meeting was called to order by Laura at 7:10 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen (Vice President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Neil Kremer, Daniel O'Connell, Clare Parker, Paul Ranttalo, Rich Spallone (aka Rich) and William Smith
   ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary), Donna Lash, Linda Ulrich, Val O'Connell, Darryl Windorski and Danelie Howe.

2. **Set Agenda.**

3. **Approve Meeting Minutes for January 11, 2010**
   UNANIMOUS AGREEMENT: The Board approved the January 11, 2010 minutes with amendments. (1 Abstention – William, who did not attend meeting)

4. **Treasurer Reports - Budget Variance, Check & Deposit – SS**
   UNANIMOUS AGREEMENT: The Board approved the January 2010 Treasurer Reports.

   ACTION ITEM: ***Denise*** - Ask Charlene to change the title of "Virtual Office" to "Virtual Message Service" and to use this new title in all future reports and references.

5. **Officers' Reports**
   5.1 Update re: contractors to assist with administrative duties and Project Review work - LB/AA (5 min)
   Laura and Alyssa introduced Donna Lash to the Board and reviewed her professional skills and qualifications. They reported that they recently interviewed her and presented her as the best qualified candidate to fulfill administrative assistant duties (ie. meeting minutes, agendas and newsletters) and Project Review work.

   MOTION: Richard motioned and William seconded to approve the hiring of Donna Lash to assist with administrative duties and project review work at $15/hour. Donna will sign a *confidentiality agreement, which she has agreed to do. **Motion carried unanimously.**

   Note: A *confidentiality agreement is standard procedure when hiring administrative contractors to work for the Board.

   5.2 Review Standard Process for Newsletters, and Conflict Resolutions (10 min)
   a) Newsletter Process
   ACTION ITEM: ***Denise*** – Send newsletter process to Janet when completed.
   ACTION ITEM: ***Denise*** - Facilitate (1) Announcement to be put on Glastonbury telephone trees requesting landowners to inform the GLA if they have renters and would like us to send an extra newsletter to them to pass on to their renters, and; (2) Placing the same announcement in each newsletter.

b) Conflict Resolution
Laura passed around rough drafts of organizational, committee and conflict resolution flow charts as examples of what might be used in our procedural manuals. Discussion.

ACTION ITEM: ***Laura, Denise & Ronda A*** – Solidify conflict resolution process and flow chart and e-mail to Board members for feedback.

ACTION ITEM: ***Laura*** – E-mail the organizational and committee flow charts to the Board and request feedback

ACTION ITEM: ***Denise*** – Add discussion/approval of organizational, committee and conflict resolution flow charts to March agenda, if completed.

ACTION ITEM: ***Board*** – Bring orientation books to March meeting for update

5.3 Electronic form for Submitting Agenda Items – LB/DOK (3 min)
Agenda Procedure: Each Board member was given an "Agenda Item Request Form, Draft 02 02 10" to review and keep. Laura explained that the form will be finalized and sent electronically to each Board member whenever agenda items are requested prior to meetings. Answers to all questions on the form will be required before an agenda item will be considered.

5.4 April 15 Newsletter Planning & Procedure – LB/DOK (3 min)
Newsletter Procedure: The newsletter process will be formatted as a flow chart. Donna will facilitate/manage the process and Janet will oversee the editing. A project check list will be sent to all who will be a part of the process.

5.5 GLA Board & Committee Goals for 2010 – All Chairs (15 min)
ACTION ITEM: ***Denise*** – When all the Board and Committee Goals are received, compile them and e-mail to all Board members.

5.6 Office Equipment Purchases ***(added to agenda)***
ACTION ITEM: ***Laura, Janet, Dan and Donna*** – Review and discuss laptop and copier purchases.

6. UNFINISHED BUSINESS
6.1 Project Review – AA/RS
6.1.1 Response/update from A. Shaw re: K. Ramp's easement – RB (5 min)
Laura reported she has not yet received a response for A. Shaw.
ACTION ITEM: ***Laura*** – Call A. Shaw again.

6.1.2 Update re: Lot 41-E (SG)/Patrick Klein – Home & Variance application-AA (3-5min)
Alyssa reported: (1) The first two conditions listed in the motion to approve this application have been met. See Item 7.1.1 - Board of Directors Meeting Minutes, January 11, 2010; and (2) She spoke to all neighbors affected by this variance, and;

(3) Gerald met with the owners on site and determined that the setbacks are correct.

6.1.3 Report on Project Review budget changes to post on website – AA
ACTION ITEM: ***Alyssa*** – Work with Daniel to update project review fees and general information for website.

6.1.4 South Glastonbury Fire Pond – WS/RS (3-5min)
Laura reported that she spoke to Philip Hoag (volunteer with local fire department) and asked him if the South Glastonbury fire pond (which was previously rejected for fire fighting use by former fire chief, Mike Graham) could be used again. Philip stated the new fire chief was agreeable to inspect the pond for future use.
ACTION ITEM: ***William*** – Call Philip Hoag to determine what the GLA needs to do to bring the fire pond up to speed prior to inspection.

6.2 Road & Weed Committee –WS/RS
6.2.1 Letter draft re: encroachments of landowner easements/driveways-WS
William reported that he will need to discuss this issue in a Committee meeting prior to composing the letter.
ACTION ITEM: ***William*** – Hold a Committee meeting to discuss encroachment of landowner easements/driveways, etc.
ACTION ITEM: ***William*** - Write an article for the April newsletter explaining the ramifications of possible encroachment deviations by landowners with parcels.
that encroach on GLA easements. Work with Richard Bolen for legal consultation.
Eventually send letters to specific landowners in question.

6.2.2 Plowing of County Roads
Rich reported that he has noticed that the County plows and upgrades Cinnabar Road, a county road, but that it will not do the same for Dry Creek Road, which is also a county road. Therefore, GLA has, over the years, maintained Dry Creek to prevent accidents for our residents. [Note: Some years ago, the GLA formally requested the County to maintain Dry Creek, but the request was rejected].
Discussion included that a request to the County to maintain Dry Creek Road might be facilitated by contacting the County Commissioner by phone, at Commissioner meetings and by a landowner initiated petition demanding the county to maintain the road.

ACTION ITEM: ***Daniel*** – Draft information about the Dry Creek Road and lack of county maintenance to post on GLA website. Submit draft to Board for approval prior to posting.

7. NEW BUSINESS
7.1 Recreation Committee update – LB/JN (3-5 min)
Laura reported that the Committee is working on a Master Plan, fundraising ideas to install tennis courts and a community picnic.

7.2 Website Update - E-receptionist message service – Daniel / Board (2-3 min)
Daniel reported that he has set up a website with information that can be accessed by non-landowners. Discussion included (1) Daniel's ideas regarding possible use of the website for landowner blogging, complaints, conflict resolution; (2) Revisiting changing the name of the GLA website; (3) Selling space for advertising on our site, and; (4) Changing the name of the website to "mygla.org".

ACTION ITEM: ***Daniel*** – If pursuing the name change of the GLA website, e-mail a new proposal to the Board listing the pros and cons, and request that this item be placed on the March agenda.

ACTION ITEM: ***Daniel*** - Write a brief announcement for the April newsletter regarding the opening of the new GLA website.

8. Comment Period for Visiting Landowners. (5 min)

a) Assessments -Linda Ulrich (Landowner)
Linda Ulrich reported that she knows of approximately 20 landowners who would like the GLA Board to discontinue raising assessments and offered to brainstorm with the Board to discover other ways to meet our financial obligations. Discussion included the Board's request to Linda as described in Action Item below.
ACTION ITEM: ***Linda Ulrich*** – (a) Contact the 20 landowners mentioned and gather ideas and solutions pertaining to lowering the assessments and submit in writing; (b) Discuss ideas with Sheridan and William.

b) Overdue Assessment Penalties & Lowering GLA Expenses - Darryl Windorski
Darryl reported that he is currently out of work, was offended to learn of the policy that interest charges would be added to his past due assessments and that he believed this policy was usury. Discussion included the Board's explanation of the legality of interest fees on past due assessments, payment plan options offered to landowners, the Board's willingness to consider hardship cases and, in Darryl's case, the consideration of waiving interest fees based on his expressed intent to submit payment as soon as he is employed.
ACTION ITEM: ***Darryl*** – Submit to the Board the ideas that he believes will help cut GLA costs.

ACTION ITEM: ***Denise*** – Call Darryl & explain procedure for getting on the GLA agenda, etc.

Note: The Board discussed the possibility of holding a community meeting to focus on the GLA budget and consider ideas as to how expenses might be cut.

9. Adjournment: 9:40 p.m.

10. Next meeting: March 8, 2010, 6:45 p.m., St. John's Church, Emigrant

File: MtgMins 02 08 10
Draft (s): 03 9 10-FINAL
Final Approval: 03 08 10

2010-02-08_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

February 8, 2010 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. Call to order, opening prayer
2. Set Agenda
3. Approve Meeting Minutes of January 11, 2010 – (5 min.)
4. Treasurer Reports-Budget Variance, Check & Deposit – SS (5 min)
5. Officers' Reports
   - 5.1 Update re: contractors to assist with administrative duties and Project Review work - LB/AA (5 min)
   - 5.2 Review Standard Process for Newsletters, and Conflict Resolutions (10 min)
   - 5.3 Electronic form for Submitting Agenda Items – LB/DOK (3 min)
   - 5.4 April 15 Newsletter Planning & Procedure – LB/DOK (3 min)
   - 5.5 GLA Board & Committee Goals for 2010 – All Chairs (15 min)
6. UNFINISHED BUSINESS
   - 6.1 Project Review – AA/RS
     - 6.1.1 Response/update from A. Shaw re: K. Ramp's easement – RB (5 min)
     - 6.1.2 Update re: Lot 41-E (SG)/Patrick Klein – Home & Variance application-AA (3-5min)
     - 6.1.3 Report on Project Review budget changes to post on website – AA
     - 6.1.4 South Glastonbury Fire Pond – WS/RS (3-5min)
   - 6.2 Road Committee –WS/RS
     - 6.2.1 Letter draft re: encroachments of landowner easements/driveways-WS
7. NEW BUSINESS
   - 7.1 Recreation Committee update – LB/JN (3-5 min)
   - 7.2 Website Update - E-receptionist message service – Dan / Board (2-3 min)
8. Comment Period for Visiting Landowners. (5 min)
9. Adjournment
10. Next meeting: March 8, 2010, St. John's Church

Glastonbury Landowner's Association

2010 Budget Variance Report

January 2010

	Jan 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
111. NG Dwelling 2009	169.55			
111. SG Dwelling 2009	211.47			
112. NG Dwelling 2010	1,085.93	26,454.00	-25,368.07	4.1%
112. SG Dwelling 2010	538.00	18,622.00	-18,084.00	2.9%
135. NG Land 2009	169.54			
135. SG Land 2009	298.47			
136. NG Land 2010	1,085.92	29,765.00	-28,679.08	3.6%
136. SG Land 2010	538.00	33,012.00	-32,474.00	1.6%
150. GAV	0.00	9,359.00	-9,359.00	0.0%
160. Finance Chrgs Late Accnts	15.07			
161. Penalties Late Accounts	15.90			
Total 100. Parcel Assessment Fees	4,127.85	117,212.00	-113,084.15	3.5%
200. Project Review Fees	0.00	3,325.00	-3,325.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	0.00	2,200.00	-2,200.00	0.0%
Total 300. Roads	0.00	2,200.00	-2,200.00	0.0%
500. Interest Earned				
501. Savings Interest	4.34			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	4.34	100.00	-95.66	4.3%
800. NG Chip Seal Income				
A12Q. ChipSeal- 5 payments/dwel	882.15	18,050.00	-17,167.85	4.9%
A12R. ChipSeal-5 payments/land	0.00	3,610.00	-3,610.00	0.0%
Total 800. NG Chip Seal Income	882.15	21,660.00	-20,777.85	4.1%
Total Income	5,014.34	144,497.00	-139,482.66	3.5%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal	0.00	4,000.00	-4,000.00	0.0%
A03. Contractors - Weed Contrl	0.00	3,700.00	-3,700.00	0.0%
A05. Equipment Reg & Ins	1,342.00	2,500.00	-1,158.00	53.7%
A06. Equipment Mtce	0.00	1,500.00	-1,500.00	0.0%
A08. Road Improvement Loan	0.00	30,225.00	-30,225.00	0.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	0.00	800.00	-800.00	0.0%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	0.00	3,500.00	-3,500.00	0.0%
Total A11. Miscellaneous	0.00	4,800.00	-4,800.00	0.0%

GLA 02735

Glastonbury Landowner's Association

2010 Budget Variance Report

January 2010

	Jan 10	Budget	$ Over Budget	% of Budget
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	10,000.00	-10,000.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	4,000.00	-4,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	14,300.00	-14,300.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,300.00	-14,300.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	1,342.00	83,008.00	-81,666.00	1.6%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Office/phone	0.00	700.00	-700.00	0.0%
COO-2.03 Virtual Office set-up	179.45	1,500.00	-1,320.55	12.0%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	179.45	4,175.00	-3,995.55	4.3%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	25.10	600.00	-574.90	4.2%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	25.10	1,990.00	-1,964.90	1.3%
Total D00. Recreation	25.10	1,990.00	-1,964.90	1.3%

GLA 02736

Glastonbury Landowner's Association

2010 Budget Variance Report

January 2010

	Jan 10	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	0.00	350.00	-350.00	0.0%
G03. Administration	0.00	300.00	-300.00	0.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	0.00	1,150.00	-1,150.00	0.0%
J00. Other Projects				
J03. Procedures Proposal	0.00	2,400.00	-2,400.00	0.0%
Total J00. Other Projects	0.00	2,400.00	-2,400.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	367.50	3,600.00	-3,232.50	10.2%
K03. Contractors - Accountant	0.00	120.00	-120.00	0.0%
K06. Office Supplies	99.29	950.00	-850.71	10.5%
K07. Postage and Delivery	164.21	1,200.00	-1,035.79	13.7%
K08. Monthly Board Meetings	0.00	2,855.00	-2,855.00	0.0%
K11. Rent	381.00	540.00	-159.00	70.6%
K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K19. Quarterly Newsletter	80.00	950.00	-870.00	8.4%
Total K00. General Operating Expenses	1,092.00	17,924.00	-16,832.00	6.1%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,565.00	-1,565.00	0.0%
Total Expense	3,098.73	142,635.91	-139,537.18	2.2%
Net Ordinary Income	1,915.61	1,861.09	54.52	102.9%
Net Income	**1,915.61**	**1,861.09**	**54.52**	**102.9%**

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Glastonbury landowners Association, Inc.

Board of Directors Meeting Minutes

March 8, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to Order

The meeting was called to order by President Laura Boise at 7:10 pm at St. John's Church.

Present: Laura Boise (President), Richard Bolen (Vice-President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer, Daniel O'Connell, Clare Parker, Paul Ranttalo.

Absent: William Smith and Rich Spallone (aka Rich)
Also Attending: Denise Orr Kirk (GLA Administrative Secretary), Donna Lash (Asst. GLA Administrative Secretary), Kathie Garcia and Danelie Howe

2. Set Agenda

3. Approve meeting minutes for February 8, 2010

MOTION: Richard motioned and Daniel seconded approve the minutes with one amendment. **Motion carried unanimously.**

4. Treasurer's reports – Budget Variance, Check and Deposit – SS

MOTION: Janet motioned and Paul seconded to approve the March, 2010 Treasurer's report. **Motion carried unanimously.**

4,1 Timeline for Submitting Invoices to the GLA ***(added to the agenda)***

Discussion.

UNANIMOUS AGREEMENT: New Policy: Contractors working for the GLA will be requested to submit invoices within 90 days from the date of the prior invoice or completion of work. This will assist Board in evaluating the GLA monthly budget.

ACTION ITEM: ***Denise*** **/PDW Project:** Contract forms for GLA vendors should include a request for submission of invoice within 90 days, preferably 30 if possible, of the date pf the prior invoice or completion of work.

5. Officer's reports

5.1 Proposal/vote about for legal consultation on lien procedures

Richard reported that through his research on legal parameters of filing liens in Montana, it has been difficult to determine whether the GLA is using the most appropriate lien form and what is the proper procedure for refilling liens. He asked the Board's approval to contact a title attorney for a projected expense of approximately $200-$300 and noted he would do whatever possible to keep the fee low. Discussion included that placing liens on properties with past due assessments has been the primary process for collecting delinquent assessments.

MOTION: Richard motioned and Alyssa seconded to approve Richard to seek legal counsel from a Montana title attorney about the statute of limitations on liens, to confirm which lien form the GLA should use when filing liens and associated questions. **Motion carried unanimously.**

ACTION ITEM: ***Richard*** – Per the Board's request:: (a) inform the title attorney that the GLA is a non-profit organization with a limited budget, and; (b) determine a projected fee prior to hiring the attorney.

5.2 April Newsletter LB/DOK/DL

5.2.1 Review handout re: newsletter process timelines,

Each attending Board member received a handout that included the role description of each newsletter team member and the various timelines for the April 15 mailing date.

5.2.2 Review/determine topics & authors
The following newsletter assignments will be due March 20.
ACTION ITEM: ***Daniel*** – Write article re: web site update
ACTION ITEM: ***William & Rich*** - Write articles re: (1) Date/place of future Road Committee meeting with landowners to plan road management and discuss/explore ideas to cut GLA road and general expenses; (2) The potential liability for landowners who encroach on GLA road easements, and ;(3) History of GLA maintenance of Dry Creek Road, a Park County road, etc.
ACTION ITEM: ***Laura*** - Write updated articles re: (1) Fire safety reminders and (2) PVRC soccer sign up
ACTION ITEM: ***Paul*** - Write articles re: (1) Spring road maintenance schedule, and; (2) New walking path for GLA community and request for volunteers to help maintain.
ACTION ITEM: ***Gerald*** – Spring weed spraying schedule

5.3 Policy and Procedures Project Update – LB/DOK
Drafts of Posters for Board Meeting Use: Laura distributed samples of posters (i.e. Meeting Norms, Communication Techniques and Landowner Participation previously approved by past Boards) which will be displayed at all future GLA Board Meetings for Landowner and Board reference, when needed.
New Check Request Forms & Cash Advance Forms: Denise distributed updated forms to replace older versions in the Board Orientation binders and for use, when necessary.

ACTION ITEM: ***Denise*** – Send electronic copies of the meeting posters to the Board via e-mail and request suggestions and/or approval.

ACTION ITEM: ***Denise*** **– Procedure:** Add to Board Orientation Meeting planning procedure, that a *separate* orientation meeting (not to be combined with a regular meeting) should be scheduled after the annual elections in order to thoroughly bring new Board members and ongoing ones up to date with meeting procedures and protocol. The meeting might possibly include role playing and a potluck.

5.4 Office equipment acquisition – JN/DL/DO
ACTION ITEM: ***Daniel &Alyssa*** - Prepare office equipment recommendation; discuss with Janet, Donna and Denise to confirm that proposed equipment is practical for secretarial purposes; send final proposal to the Board for approval.

6. UNFINISHED BUSINESS
6.1 Project Review
6.1.1 K. Ramp's easement – RB Tabled

6.1.2 Report on requirements for South Glastonbury fire pond – WS Tabled

6.2 Road Committee – WS/RS Tabled
6.2.1 Landowner encroachment on GLA easements – Tabled

7. NEW BUSINESS
7.1 Project review – AA/RS
7.1.1 Lot 40-E (SG)/Les Seago - Residence, Well, Septic, Driveway- AA
Alyssa reviewed the application.

MOTION: Alyssa motioned and Richard seconded to grant preliminary approval to the Les Seago application for residence, well, septic and driveway on Lot 40-E (SG) with the following conditions: (1) The new owner signs the project application; (2) The building elevation drawings be submitted; (3) the necessary septic, electrical and plumbing permits be acquired, and; (4) The land be reseeded after construction. **Motion carried. (1 abstention – Paul)**

7.2 Roads and Weeds – WS/RS Tabled

7.2.1 Review/approve draft position concerning county maintenance of Dry Creek Road – DO Daniel reported that more research is needed to complete this work.

7.3 Web site upgrades – DO ***(added to the agenda)***

Daniel reported that per his recent e-mail survey to the Board, eight favored adding an additional website named "MYGLA.org" which would have functions designed specifically for landowners.
ACTION ITEM: ***Daniel*** - Take necessary steps to create an additional domain name of MYGLA.org. and ensure that the new website will have a link to bring viewers to the original GLA-MT.org website.
Policy Reminders: It was noted that all contents, additions and changes to the GLA website need to be approved by the Board prior to placing them on the website. Also, when asking for email votes from the Board, a voting form must be used and hard copies presented as backup.
ACTION ITEM: ***Gerald & Daniel*** **-** Draft an update report concerning GLA's website feature of listing real estate sales in Glastonbury and the potential revenue that could be generated by creating an opportunity for others to advertise on our website.

8. Comment period by visiting landowners

The Board answered Kathie Garcia's questions. Based on hardships faced by elderly Haitians after the recent earth quake, she stated that she believes it is important that all should consider helping the elderly in our community to be prepared for unexpected emergencies.
ACTION ITEM: ***Kathie Garcia*** **-** Volunteered to write April 15 newsletter article re: the importance of the elderly being prepared for emergencies and how neighbors can assist.
ACTION ITEM: ***Denise*** **-** Send Kathie Garcia current Board policy and procedures as concerning how landowners can request that an item be placed on the GLA Board Meeting Agenda and how to contact the Board through the Virtual Message Service.

9. Adjournment: The meeting adjourned at 8:50 pm.

10. Next meeting: April 12, 2010, 6:45 p.m. at St. John's Church

2010-03-08_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Confidential to Glastonbury Landowners
Board of Directors Meeting Agenda
March 8, 2010 6:45–8:30 pm
St. John's Church, Emigrant, MT

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes of February 8, 2010 – (5 min.)**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS (5 min)**
5. **Officers' Reports**
   - **5.1 Proposal & vote for legal consultation re: lien procedures - RB (5-10 min)**
   - **5.2 April Newsletter – LB/DOK/DL (5-10 min)**
     - **5.2.1 Review handout re: newsletter process timelines**
     - **5.2.2 Review/determine topics & authors**
   - **5.3 Policy and Procedures Project Update – (3-5 min)**
   - **5.4 Office Equipment Acquisition – JN/DO/DL (2 min)**
6. **UNFINISHED BUSINESS**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 Update re: information from A. Shaw on K. Ramp's easement – RB (TBD = time to be determined)**
     - **6.1.2 Report what are the requirements for bringing South Glastonbury fire pond up to Fire Chief standards – WS (3 min)**
   - **6.2 Road Committee**
     - **6.2.1 Report re: Road Committee meeting re: encroachment of landowner easements/driveways, etc.- WS (3 min)**
7. **NEW BUSINESS**
   - **7.1 Project Review – AA/RS**
     - **7.1.1 Lot 40-E (SG)/Les Seago - Residence, Well, Septic, Driveway- AA (5 min)**
   - **7.2 Roads and Weeds –WS/RS**
     - **7.2.1 Submit for review/approval a draft concerning county maintenance of Dry Creek Road – DO (2 min)**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment**
10. **Next meeting: April 12, 2010, St. John's Church.**

Glastonbury Landowner's Association

2010 Budget Variance Report

February 2010

	Jan - Feb 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	17.50			
110. NG Dwelling 2008	143.95			
110. SG Dwelling 2008	32.53			
111. NG Dwelling 2009	463.55			
111. SG Dwelling 2009	296.47			
112. NG Dwelling 2010	8,733.04	26,454.00	-17,720.96	33.0%
112. SG Dwelling 2010	8,533.77	18,622.00	-10,088.23	45.8%
129. Land 2003	57.50			
130. Land 2004	33.00			
133. Land 2007	70.00			
134. NG Land 2008	143.95			
134. SG Land 2008	32.53			
135. NG Land 2009	637.54			
135. SG Land 2009	557.47			
136. NG Land 2010	12,169.60	29,765.00	-17,595.40	40.9%
136. SG Land 2010	15,307.18	33,012.00	-17,704.82	46.4%
150. GAV	2,339.75	9,359.00	-7,019.25	25.0%
160. Finance Chrgs Late Accnts	128.31			
161. Penalties Late Accounts	56.43			
Total 100. Parcel Assessment Fees	49,754.07	117,212.00	-67,457.93	42.4%
200. Project Review Fees				
201. Application Fee	25.00			
202. IF - House	350.00			
206. IF - Driveway	75.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	135.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	710.00	3,325.00	-2,615.00	21.4%
300. Roads				
301. CUT - Road Paving Loan	392.39	2,200.00	-1,807.61	17.8%
Total 300. Roads	392.39	2,200.00	-1,807.61	17.8%
500. Interest Earned				
501. Savings Interest	4.34			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	4.34	100.00	-95.66	4.3%
800. NG Chip Seal Income				
A12O. Chip Seal-1 payment/dwell	188.00			
A12Q. ChipSeal- 5 payments/dwel	4,815.80	18,050.00	-13,234.20	26.7%
A12R. ChipSeal-5 payments/land	1,430.54	3,610.00	-2,179.46	39.6%
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	9,537.34	21,660.00	-12,122.66	44.0%
Total Income	60,398.14	144,497.00	-84,098.86	41.8%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	200.00	4,000.00	-3,800.00	5.0%
A03. Contractors - Weed Contrl	0.00	3,700.00	-3,700.00	0.0%
A05. Equipment Reg & Ins	1,342.00	2,500.00	-1,158.00	53.7%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%

Glastonbury Landowner's Association

2010 Budget Variance Report

February 2010

	Jan - Feb 10	Budget	$ Over Budget	% of Budget
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	0.00	800.00	-800.00	0.0%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	0.00	3,500.00	-3,500.00	0.0%
A11. Miscellaneous - Other	44.01			
Total A11. Miscellaneous	44.01	4,800.00	-4,755.99	0.9%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	509.00			
A12C. Capricorn Drive	509.00			
A12F. Gemini Road	509.00			
A12J. Sirius Drive	510.00			
A12K. Taurus Road	509.00			
A12L. Venus Way	509.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	10,000.00	-10,000.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	4,000.00	-4,000.00	0.0%
Total A12. Contractors - NG Road Wrk	3,055.00	14,300.00	-11,245.00	21.4%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	650.00			
A13D. Leo Drive	400.00			
A13E. Leo Lane	250.00			
A13G. Hercules Road	1,600.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	2,900.00	14,300.00	-11,400.00	20.3%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	15,477.33	83,008.00	-67,530.67	18.6%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	250.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	250.00	3,325.00	-3,075.00	7.5%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	0.00	700.00	-700.00	0.0%
COO-2.03 Virtual Message set-up	179.45	1,500.00	-1,320.55	12.0%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	179.45	4,175.00	-3,995.55	4.3%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	50.20	600.00	-549.80	8.4%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	50.20	1,990.00	-1,939.80	2.5%
Total D00. Recreation	50.20	1,990.00	-1,939.80	2.5%

Glastonbury Landowner's Association

2010 Budget Variance Report

February 2010

	Jan - Feb 10	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	30.00	300.00	-270.00	10.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	99.75	1,150.00	-1,050.25	8.7%
J00. Other Projects				
J03. Procedures Proposal	204.00	2,400.00	-2,196.00	8.5%
Total J00. Other Projects	204.00	2,400.00	-2,196.00	8.5%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	262.00	5,980.00	-5,718.00	4.4%
K02. Contractors - Bookkeeper	697.50	3,600.00	-2,902.50	19.4%
K03. Contractors - Accountant	0.00	120.00	-120.00	0.0%
K06. Office Supplies	316.95	950.00	-633.05	33.4%
K07. Postage and Delivery	185.76	1,200.00	-1,014.24	15.5%
K08. Monthly Board Meetings	670.64	2,855.00	-2,184.36	23.5%
K11. Rent				
K11B. Storage/Boxes	70.00			
K11. Rent - Other	381.00	540.00	-159.00	70.6%
Total K11. Rent	451.00	540.00	-89.00	83.5%
K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K18. Miscellaneous	7.00			
K19. Quarterly Newsletter	140.00	950.00	-810.00	14.7%
Total K00. General Operating Expenses	2,730.85	17,924.00	-15,193.15	15.2%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
Total M00. Annual Meeting/Elections	174.27	1,565.00	-1,390.73	11.1%
Total Expense	19,626.03	142,635.91	-123,009.88	13.8%
Net Ordinary Income	40,772.11	1,861.09	38,911.02	2,190.8%
Net Income	**40,772.11**	**1,861.09**	**38,911.02**	**2,190.8%**

GLA 02746

Glastonbury Landowner's Association

CASH ADVANCE FORM

DATE OF REQUEST: _____ **NAME OF REQUESTOR:** _____

AMOUNT OF REQUEST: _____ **PURPOSE:** _____

CHECK NUMBER: _____ **DATE CHECK ISSUED:** _____

ACCNT CODE	AMOUNT	DATE (of Expense)	MEMO (Purpose of Expenditure)	CUSTOMER (Landowner/Parcel #/NG or SG)
SUBTOTAL		Total of receipts supporting request for the Cash Advance		
ADVANCE		Code K10: Amount of the original Cash Advance		
TOTAL (+)		Left over cash; return to Treasurer for deposit into checking account		
TOTAL (-)	$	Additional cash spent; Treasurer will issue a check for the balance due		

PAYABLE TO: **ADDRESS:**

CITY: **ZIP:** **PHONE:**

DISBURSEMENT: ❒ **HOLD FOR PICK-UP** ❒ **BRING TO BOARD MEETING** ❒ **MAIL**

_____ _____

Approval Signature **Print Name**

CODE	CATEGORY	CODE	CATEGORY	CODE	CATEGORY	CODE	CATEGORY
A00	**A. Roads & Weeds**	C03	Administration	**G00**	**G. Liens**		
A01	Contractors - Maintenance	C04	Legal Fees	G01	Lien Filing	K11	Rent
A02	Contractors – Snow Removal	C05	Miscellaneous	G02	Travel	K12	Insurance
A02A	North Glastonbury			G03	Administration	K12A	GLA Board Ins.
A02B	South Glastonbury	**C00-2**	**Gen.Ops/subcontractors**	G04	Credit report research/ Legal	K13	Taxes
A02C	High South Glastonbury	C002.1	General Managerial Duties			K14	Licenses & Permits
A20F	High Sagittarius Skyway	C002.2	Virtual Message phone			K15	Equip Repair & Mtce
A03	Contractors – Weeds	C002.3	Virtual Message set-up			K16	Equipment Rentals
A04	Travel	C002.4	Copies & postage			K17	Equipment Purchases
A05	Equipment Reg & Ins					K19	Quarterly Newsletter
A06	Equipment Mtce	**D00**	**D. Recreation**				
A06 #1	Truck #1	D01	Contractors				
A06 #2	Truck #2	D02	Travel				
A07	Discounts – Weed Control	D03	PVRC	**J00**	**J. Other Projects**		
A08	Road Improvement Loan	D03A	PVRC Electricity	J03	Policies & Procedures Proposal	**L00**	**L. Other Expenses**
A09	Administration	D03B	PVRC Insurance			L01	Miscellaneous
A10	Legal Fees	D04	Administration	**K00**	**K. Gen'l Operating Exp**	**M00**	**M. Elections**
A11	Miscellaneous, fuel & sand	D05	Legal Fees	K01	Contractor – Admin Secretary	M01	Contractors
B00	**B. Architectural**	D06	Miscellaneous	K02	Contractor - Bookkeeper	M02	Travel
B01	Contractors			K03	Contractor - Accountant	M03	Administration
B02	Travel			K04	Contractor - Database	M04	Postage and Delivery
B04	Administration			K05	Contractor - Attorney	M05	Refreshments
B05	Legal Fees	**F00**	**F. Website**	K06	Office Supplies	M06	Rent
B06	Miscellaneous	F01	Contractors	K07	Postage and Delivery	M07	Miscellaneous
C00	**C. Complaints**	F02	URL/Domain Fee	K08	Board Meetings	M08	Copies
C01	Contractors	F03	Software	K09	Bank Service Charges		
C02	Travel	F04	Miscellaneous	K10	Cash Advance		

Check Number:	Date Paid:	Notes:

Updated 3/7/2010

Glastonbury Landowner's Association

CHECK REQUEST

DATE OF REQUEST: _____ **NAME OF REQUESTOR:** _____

ACCNT CODE	AMOUNT	DATE (of Expense)	MEMO (Purpose of Expenditure)	CUSTOMER (Landowner/Parcel #/NG or SG)
TOTAL	**$**	**CHECK PAYABLE TO:**		

ADDRESS:

CITY: **ZIP:** **PHONE:**

DISBURSEMENT: ☐ **HOLD FOR PICK-UP** ☐ **BRING TO BOARD MEETING** ☐ **MAIL**

Approval Signature **Print Name**

CODE	CATEGORY	CODE	CATEGORY	CODE	CATEGORY	CODE	CATEGORY
				D00	**Recreation**		
A01	Contractors – Gen Road Work	A13C	Dry Creek Road	D01	Contractors	K10	Cash Advance
A02	Contractors – Snow Removal	A13D	Leo Drive	D02	Travel	K11	Rent
A02A	North Glastonbury	A13E	Leo Lane	D03	PVRC	K12	Insurance
A02B	South Glastonbury	A13F	Libra Drive	D03A	Electricity	K12A	GLA Board Liability Ins
A02C	High South Glastonbury	A13G	Hercules Road	D03B	Insurance	K13	Taxes
A02F	High Sagittarius Skyway	A13H	Polarius Way	D04	Administration	K14	Licenses & Permits
A03	Contractors – Weed Control	A13I	Sagittarius Place	D05	Legal Fees	K15	Equip Repair & Mtce
A04	Travel	A13J	Sagittarius Skyway	D06	Miscellaneous	K16	Equipment Rentals
A05	Equipment Reg & Ins	A13K	Scorpio Way	**F00**	**Website**	K17	Equipment Purchases
A06	Equipment Maint.	A13L	Virgo Way	F01	Contractors – Dev & Mtce	K18	Miscellaneous
A06 #1	Truck #1			F02	URL/Domain Fee	K19	Quarterly Newsletter
A06 #2	Truck #2	**B00**	**Project Review**	F03	Software	**L00**	**Other Expenses**
A07	Discounts – Weed Control	B01	Contractors	F04	Miscellaneous	L01	Miscellaneous
A08	Road Improvement Loan	B02	Travel	**G00**	**Liens**	**M00**	**Elections**
A09	Administration	B04	Administration	G01	Lien Filing	M01	Contractors
A10	Legal Fees	B05	Legal Fees	G02	Travel	M02	Travel
A11	Misc. Fuel, Sand, Signs	B06	Miscellaneous	G03	Administration	M03	Administration
A12	Contractors – NG Road Work	**C00**	**Complaints**	G04	Credit Report Research & Legal	M04	Postage and Delivery
A12A	Aquarius Lane	C01	Contractors	**J00**	**Other Projects**	M05	Refreshments
A12B	Aries Drive	C02	Travel	J03	Policies &Procedures Proposal	M06	Rent
A12C	Capricorn Drive	C03	Administration			M07	Miscellaneous
A12D	Caspari Way East	C04	Legal Fees			M08	Copies
A12E	Caspari Way West	C05	Miscellaneous/copies	**K00**	**General Operating Expenses**		
A12F	Gemini Road	**C00-2**	General Operations/subcontractors	K01	Contractor – Admin Sec		
A12G	Jupiter Way	C002.1	General Managerial Duties	K02	Contractor - Bookkeeper		
A12H	Orion Way	C002.2	Virtual Message phone	K03	Contractor - Accountant		
A12I	Pisces Way	C002.3	Virtual Message set-up	K04	Contractor - Database		
A12J	Sirius Drive	C002.4	Copies & postage	K05	Contractor - Attorney		
A12K	Taurus Road			K06	Office Supplies		
A12L	Venus Way			K07	Postage and Delivery		
A13	Contractors – SG Road Work			K08	Monthly Board Meetings		
A13A	Aquila			K09	Bank Service Charges		
A13B	Arcturus Drive						

OFFICE USE ONLY

Check Number:	Date Paid:	Notes:

Updated 3/7/2010

Questions re: Liens for Attorney

Based on the lien form the GLA has used up to this point:

1) ***How long after filing these liens*** do we need to renew them?

2) What form do we use to renew the lien?

3) Should we be using a different lien form?
If so, what is it?

4) Should we be using a different lien release form.

a) Do we need to release a lien within one month of being paid to avoid penalties/fees, etc.?

5) Is there any way to assure that the GLA will receive past due assessments when a property goes through foreclosure or is, for example, becomes the property of the city because property taxes haven't been paid, and it is auctioned off, etc.?

2010-04-12_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

April 12, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to Order: The meeting was called to order by Vice-President Richard Bolen at 7:05pm at St. John's Church

PRESENT: Richard Bolen (Vice-President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer, Daniel O'Connell, Rich Spallone (aka Rich), and Paul Ranttalo.

ABSENT: Laura Boise (President), William Smith and Clare Parker.

ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary), Donna Lash (Asst. GLA Administrative Secretary), Danelie Howe, Chuck Muto, Kristine Sones, Robert Sones, Val O'Connell, Paula Trisdale, Ron Wartman and Sylvia Marshall.

2. Set Agenda – An issue to be presented by landowner Paula Trisdale was placed on the agenda under New Business.

3. Approve Meeting Minutes of March 8, 2010

MOTION: Sheridan motioned and Janet seconded to approve the March 8, 2010 minutes. **Motion carried.** (1 abstention – Rich, who did not attend meeting)

4. Treasurer Reports-Budget Variance, Check & Deposit - SS

MOTION: Janet motioned and Rich seconded to approve the March 2010 Treasurer reports. **Motion carried unanimously.**

5. Officers' Reports

5.1 April 15 newsletter update – DL/DOK

Donna & Denise reported the newsletter mailing was on schedule. Newsletters were given to attending Board members to save postage.

5.2 Lien research with title attorney - RB Tabled

5.3 Review new meeting posters - DOK

Board members were given notebook size versions of Board Meeting posters regarding norms, etiquette and Landowner meeting participation to insert into their orientation binders. These were also inserted into the Landowner sign-in notebook for Landowner guests to review. The posters will be blown up and posted at the May meeting.

5.4 Update re: office equipment research – DO/AA

Daniel reported that research is still in process as windows to windows compatibility concerns between Mac computers and other PC computers are still being considered. Board discussion revealed that not all Board members can open up documents formatted in docx, which they receive from other Board members from time to time.

ACTION ITEM: ***Denise*** - Send documents saved in the docx format to Daniel for further compatibility review on a Mac computer.

ACTION ITEM: ***Board Members who need to update Microsoft Word Software*** – Download docx conversion (link is normally provided when you cannot open a docx document); contact Daniel by phone or e-mail for assistance, if needed.

File: MtgMins 04 12 10
Draft (s): 03 26 13 - FINAL
Final Approval: 05 10 10

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

April 12, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 Lot 40-E (SG)/Les Seago project update -AA

Alyssa reported that the application has been retracted and the fees were not retained except for the application fee.

7. NEW BUSINESS

7.1 Project Review – AA/RS

Alyssa reviewed the applications

7.1.1 Lot 35-A (SG)/Clare Parker, garage addition - AA

MOTION: Alyssa motioned and Rich seconded to approve Clare Parker's Lot 35-A (SG) garage addition application with the following conditions: (1) any disturbed land is to be reseeded after construction, and; (2) the necessary electrical permits are obtained. **Motion carried unanimously.**

7.1.2 Parcel 66 (NG)/Ronda Alexander, house addition - AA

MOTION: Alyssa moved and Rich seconded to approve Ronda Alexander's Parcel 66 (NG) house addition application subject to the condition that any disturbed land is to be reseeded after construction. **Motion carried unanimously.**

7.2 Paula Trisdale – Request to the GLA for Letter

Paula disclosed that she and her husband, James Trisdale, are being sued by a neighboring Landowners, Leo and Dorothy Keeler, for alleged non-compliance with the GLA Covenants. She presented her perspective on the history of her neighbor's complaint leading up to the lawsuit. Richard also recounted the efforts of the GLA to assist in resolving the complaint. Paula requested that the GLA write a letter, which she will give to her lawyer, describing the Trisdale's level of compliance with the GLA Covenants as pertaining to the neighbor's complaint.

ACTION ITEM: ***Richard w/Board Input*** - Draft a letter from the GLA to the Trisdales that states the GLA's perspective on the Trisdale's level of compliance with the Covenants as pertaining to each area of their neighbor's complaint. Circulate to the Board for review/input.

8. Comment Period for Visiting Landowners

Questions and discussion regarding the following topics included: (a) Richard explained that the title attorney will be consulted to clarify legal questions regarding lien filing. These questions could not be verified through research, etc; (b) How Landowners may propose a motion to Board members (who are their elected representatives) for consideration, but may not actually make a motion or second it; (c) How the Covenants can be amended (see Covenants, Section 2.05), and; (d) Clarification that the GLA is not involved in any way with the Park County census regarding the township issue and cannot pose a position on that proposal. Richard noted that the GLA did grant permission for township census takers to use GLA Common Roads in response to a request from the Park County Commissioners.

In addition, a Landowner made a positive comment that the Board appeared to be the "most open" he had seen in years.

9. Adjournment: The meeting adjourned at 8:30 pm.

10. Next meeting: May 10, 2010, 6:45 pm at St. John's Church.

File: MtgMins 04 12 10
Draft (s): 03 26 13 - FINAL
Final Approval: 05 10 10

2010-04-12_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

April 12, 2010 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. Call to order, opening prayer
2. Set Agenda
3. Approve Meeting Minutes of March 8, 2010 – (3-5 min.)
4. Treasurer Reports-Budget Variance, Check & Deposit – SS (3-5 min)
5. Officers' Reports
   - 5.1 April 15 newsletter update – DL (1 min)
   - 5.2 Lien research with title attorney – RB (5 min)
   - 5.3 Review new meeting posters – DOK (1 min)
   - 5.4 Update re: office equipment research – AA/DO (5 min)
6. UNFINISHED BUSINESS
   - 6.1 Project Review – AA/RS
     - 61.2 Lot 40-E (SG)/Les Seago project update – AA (approx 5 min)
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS
     - 7.1.1 Lot 35-A (SG)/Clare Parker, garage addition – AA (approx. 5 min)
     - 7.1.2 Parcel 66 (NG)/Ronda Alexander, house addition – AA (approx. 5 min)
8. Comment Period for Visiting Landowners (10 min)
9. Adjournment
10. Next meeting: May 10, 2010, St. John's Church, 6:45 pm.

Glastonbury Landowner's Association

2010 Budget Variance Report

March 2010

	Jan - Dec 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	35.00			
110. NG Dwelling 2008	208.25			
110. SG Dwelling 2008	64.33			
111. NG Dwelling 2009	545.05			
111. SG Dwelling 2009	920.77			
112. NG Dwelling 2010	10,486.73	26,454.00	-15,967.27	39.6%
112. SG Dwelling 2010	10,913.38	18,622.00	-7,708.62	58.6%
129. Land 2003	75.00			
130. Land 2004	33.00			
133. Land 2007	70.00			
134. NG Land 2008	208.25			
134. SG Land 2008	64.33			
135. NG Land 2009	719.04			
135. SG Land 2009	1,007.77			
136. NG Land 2010	14,686.98	29,765.00	-15,078.02	49.3%
136. SG Land 2010	19,949.50	33,012.00	-13,062.50	60.4%
150. GAV	2,339.75	9,359.00	-7,019.25	25.0%
160. Finance Chrgs Late Accnts	142.32			
161. Penalties Late Accounts	98.02			
Total 100. Parcel Assessment Fees	62,567.47	117,212.00	-54,644.53	53.4%
200. Project Review Fees				
201. Application Fee	25.00			
202. IF - House	350.00			
206. IF - Driveway	75.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	135.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	710.00	3,325.00	-2,615.00	21.4%
300. Roads				
301. CUT - Road Paving Loan	392.39	2,200.00	-1,807.61	17.8%
Total 300. Roads	392.39	2,200.00	-1,807.61	17.8%
500. Interest Earned				
501. Savings Interest	15.62			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	15.62	100.00	-84.38	15.6%
800. NG Chip Seal Income				
A12O. Chip Seal-1 payment/dwell	188.00			
A12Q. ChipSeal- 5 payments/dwel	6,702.29	18,050.00	-11,347.71	37.1%
A12R. ChipSeal-5 payments/land	1,842.10	3,610.00	-1,767.90	51.0%
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	11,835.39	21,660.00	-9,824.61	54.6%
Total Income	75,520.87	144,497.00	-68,976.13	52.3%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	200.00	4,000.00	-3,800.00	5.0%
A03. Contractors - Weed Contrl	0.00	3,700.00	-3,700.00	0.0%
A05. Equipment Reg & Ins	1,342.00	2,500.00	-1,158.00	53.7%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%

Glastonbury Landowner's Association

2010 Budget Variance Report

March 2010

	Jan - Dec 10	Budget	$ Over Budget	% of Budget
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	0.00	800.00	-800.00	0.0%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	0.00	3,500.00	-3,500.00	0.0%
A11. Miscellaneous - Other	44.01			
Total A11. Miscellaneous	44.01	4,800.00	-4,755.99	0.9%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	509.00			
A12C. Capricorn Drive	509.00			
A12F. Gemini Road	509.00			
A12J. Sirius Drive	510.00			
A12K. Taurus Road	509.00			
A12L. Venus Way	509.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	10,000.00	-10,000.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	4,000.00	-4,000.00	0.0%
Total A12. Contractors - NG Road Wrk	3,055.00	14,300.00	-11,245.00	21.4%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	650.00			
A13D. Leo Drive	400.00			
A13E. Leo Lane	250.00			
A13G. Hercules Road	1,600.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	2,900.00	14,300.00	-11,400.00	20.3%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	15,477.33	83,008.00	-67,530.67	18.6%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	250.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	250.00	3,325.00	-3,075.00	7.5%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	0.00	700.00	-700.00	0.0%
COO-2.03 Virtual Message set-up	179.45	1,500.00	-1,320.55	12.0%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	179.45	4,175.00	-3,995.55	4.3%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	75.30	600.00	-524.70	12.6%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	75.30	1,990.00	-1,914.70	3.8%
Total D00. Recreation	75.30	1,990.00	-1,914.70	3.8%

Glastonbury Landowner's Association

2010 Budget Variance Report

March 2010

	Jan - Dec 10	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	30.00	300.00	-270.00	10.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	99.75	1,150.00	-1,050.25	8.7%
J00. Other Projects				
J03. Procedures Proposal	387.75	2,400.00	-2,012.25	16.2%
J04. Fence Repair High South GI	324.00			
Total J00. Other Projects	711.75	2,400.00	-1,688.25	29.7%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	262.00	5,980.00	-5,718.00	4.4%
K02. Contractors - Bookkeeper	870.00	3,600.00	-2,730.00	24.2%
K03. Contractors - Accountant	0.00	120.00	-120.00	0.0%
K06. Office Supplies	407.37	950.00	-542.63	42.9%
K07. Postage and Delivery	185.76	1,200.00	-1,014.24	15.5%
K08. Monthly Board Meetings	670.56	2,855.00	-2,184.44	23.5%
K11. Rent				
K11B. Storage/Boxes	70.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	466.00	540.00	-74.00	86.3%
K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K18. Miscellaneous	7.00			
K19. Quarterly Newsletter	140.00	950.00	-810.00	14.7%
Total K00. General Operating Expenses	3,008.69	17,924.00	-14,915.31	16.8%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
Total M00. Annual Meeting/Elections	174.27	1,565.00	-1,390.73	11.1%
Total Expense	20,436.72	142,635.91	-122,199.19	14.3%
Net Ordinary Income	55,084.15	1,861.09	53,223.06	2,959.8%
Net Income	**55,084.15**	**1,861.09**	**53,223.06**	**2,959.8%**

Glastonbury Landowners Association Newsletter

Spring 2010

New Nature Walking Path Progresses

We are very excited about the continued work of developing the new nature walking path through our local cottonwood and willow groves next to Fridley Creek. Eventually, the walking path will be 2.5 to 3.5 miles long, and will extend all the way to the Recreation Park.

When finished, the path will have a stabilized gravel surface for pedestrian traffic and bicycles. There will also be resting benches along the way for bird watching or checking out the beaver traffic in the creek.

Additional donations of gravel are needed to assist us in the completion of this project. If you are interested in helping to accomplish any of this, or if you are interested in developing a walking path in South Glastonbury, please leave your contact information with our Voice Message Service at 451-0033.

Fire Safety and Prevention

It's springtime, and as firefighters across the country gear up for summer fire season, we would like Landowners to be reminded of fire safety and prevention measures. Because vegetation acts as fuel during a fire, it is important to reduce all unwanted vegetation at least 30 feet around homes and other buildings, and mow around your green power and telephone boxes. To learn more about fire prevention, go to: www.firewise.com.

Even though weather and vegetation play a significant role, it is important to know that seventy-five percent of wildfires are caused by people being careless. That means seventy five percent can be avoided by always having immediate access to water near your home, and being aware of fire safety measures.

Although the Glastonbury Covenants only require chimney spark arresters to be installed in new residences, it is strongly recommended that they be installed on *all* chimneys and stove pipes in older homes as well. Also remember that stove pipes must be cleaned each year to help prevent chimney fires. Spring and summer months are perfect times to take care of this.

Before doing any spring burn off, a fire permit is required. They can be obtained from the Emigrant Store or the Livingston Ranger District: 222-1892.

All Glastonbury Residents need to be in the Know

The GLA Board encourages Landowners to keep their renters and guests informed about the Association and the covenants, policies and rules which govern our community. Many residents remain unaware of this important information. Landlords: please share the newsletters and all of the above with your renters and guests, as appropriate. The GLA will be happy to send extra newsletters to you to assist in this process. Feel free to request these from our Administrative Secretary. See page 3 for contact information details.

Glastonbury Road Committee News

Spring Road Grading Schedule

Road grading generally begins sometime in May to coincide with spring rains, weather permitting. Please remember to drive slowly and carefully once the grading is complete, as there can be loose gravel, and we want to preserve our investment.

Weed Spraying Schedule & Tips for Weed Control

Weed spraying along road easements and GLA Common Land generally occurs in late June. If a Landowner does not want the easement portion of his parcel to be sprayed, please be aware that it then becomes his/her responsibility to pull all weeds and place "no spray" signs *visibly* along the easement areas of his/her property. If the weeds are not removed prior to the time of spraying, the weeds will be sprayed.

Although the GLA takes care of weed spraying along the easements, weed eradication is the responsibility of each Landowner on his/her own property. Please understand that per the Park County Weed Control Board, it is unlawful for anyone to allow noxious weeds to propagate on their property.

There are many varieties of noxious weeds, and since some of them have beautiful flowers that could otherwise be thought to be wildflowers, it is important to be able to identify them. It is necessary to remove and control these so they do not choke out real wildflowers and beneficial grasses. You can find pictures of noxious weeds that are a problem locally and ways to control and eradicate them at the County Extension Office. Go to www.weedawareness.org for more information.

Remember that spring is the best time to take steps toward controlling weeds on your property when grass is turning green and small weeds are coming up. It takes little effort to pull weeds when the ground is soft after spring rains. Also, it takes only a small amount of weed killer to do the job if treated before the plants have a chance to take root.

Native grass seeds can also be planted to assist with weed control, since the weeds cannot compete with native grasses. Grass seeds can be planted after the weeds are controlled. As new seeds need constant watering in the initial germination and growth period, some Landowners have had great success planting seed in early spring to catch the spring rains. However, the Montana State University Extension Office recommends waiting until the end of May to plant, when the risk of frost has passed.

Native grass seed, like sheep fescue, takes two years to get established. During those two years, the grass will not need to be watered if it is not mowed. But if mowed, then watering is essential for the grass to survive.

Please remember that the GLA Covenants (Section 4.05) require Landowners to make reasonable efforts to control and prevent the spread of noxious weeds on their properties. It is our hope that this information will assist you in doing so.

Glastonbury Landowners Association Newsletter

Spring 2010

GLA Road Easements

It has come to our attention that there are owners who are unaware that the GLA road easements extend approximately 30 feet from the center of the roads and that the roads do not always exactly follow the platted center

Landowners need to be aware that they may have unknowingly established bushes, trees, mailboxes, fences, driveway entrance boulders, rock pillars, etc., within these easements. Where this occurs, owners need to understand that they may be responsible for any potential liability caused by encroachments. The GLA believes it is in everyone's interest to keep the easement areas open and free of encroachment.

Maintenance of Dry Creek Road

Although Dry Creek Road, which is the only entrance road to South Glastonbury, is a county road, the Park County snow removal schedule has not designated it for early morning snow removal. In the interest of safety and convenience to the owners, the GLA has been clearing the snow to allow for early morning winter traffic.

If Landowners would like to see the GLA's expense of snowplowing and maintaining Dry Creek Road reallocated to other road priorities in SG, then all early morning snow removal and maintenance calls for this road should be directed to Ed Hillman, Park County Road and Bridge Supervisor. He can be contacted at 222-4182 or cell phone 223-2860.

For newer owners, it is also important to understand that, because Dry Creek Road was originally a very poorly maintained gravel road with many pot-holes, and the county rarely graded it and had no plans to upgrade it with gravel or asphalt, the owners requested and voted to have the road paved, with the county agreeing to chip seal and maintain it.

Landowners Invitation to a Special Road Meeting, May 20, 2010, 7 p.m. at St. John's Church

After a round of enthusiastic and constructive discussion between the Road Committee and Landowners at our 2009 Annual Meeting, the Road Committee announced that it would hold a joint committee and interested Landowner meeting to further discuss road planning and road budget matters. The Road Committee looks forward to this special meeting with Landowners on May 20.

Given that 78% of the GLA budget is allocated just for road maintenance, we are interested in hearing from Landowners regarding what their greatest needs and priorities are for the roads. Please come and share your ideas as we continue this important discussion concerning the future planning of our roads. If you are unable to attend, you can send your ideas in writing, via e-mail through our website or by calling William Smith at 223-9040, Rich Spallone at 223-0215, or Paul Ranttalo at 333-4672.

Youth Soccer Association

Sign-ups start in May. Contact Jodi Allen at 222-9086 if your children are interested in Recreational Youth Soccer this season,

Recreational Park Development

If you are would like to donate your time, materials or expertise to assist with the development of recreational facilities or community activities at our North Glastonbury Recreational Park, please call Chris Kelley at 333-4714.

Financial donations can be mailed to: The PVRC, P.O. Box 906, Emigrant, MT 59027.

Community Garden Development

For those of you with green thumbs and interested in helping to establish a Community Garden or Farmers Market this summer, please contact Danilie Howe at 333-4839.

Community Clean-Up

Springtime is clean-up time. Please remember that if you have any old inoperable vehicles, part of your car registration fee covers the disposal of these vehicles. Per the Department of Transportation in Livingston, if you would like to have one removed, call Clay Williams at 578-2581 to make arrangements.

Good News for Shelter Owners

This spring the GLA would like to help facilitate the completion of shelter projects in need of backfilling and reclaiming of disturbed areas by coordinating needs and resources. To find out more, and make arrangements for the group discount, please call Clare Parker at 406-333-4614.

Clarification for All Landowners

From time to time, the GLA Board has heard from Landowners and Non-Landowners, who believe that the GLA is affiliated with or working with various activities and organizations in the area. For clarification, the Association is not affiliated with the County Commissioners, the Township project, any church or organization, local community halls, centers or telephone tree service providers.

Forest Stewardship Summer Workshop June 3, 4 & 11, 2010

The M.S.U. Forestry Extension will be offering a Forest Service Stewardship Workshop in Bozeman, Montana this summer on the above dates. Local residents, who have attended this workshop, highly recommend it. For registration forms, go to: www.cfc.umt.edu/extensionforestry or call (406) 243-2773.

Revised Meeting Schedule for the GLA Board of Directors & Annual Elections 2010

Below is our revised/corrected GLA Board Meeting schedule for the remainder of 2010. It will also be posted on our website. Please do not use the schedule posted in our winter newsletter. Our apologies for any inconvenience this may have caused.

Regular Board Meetings are held at St. John's Church in Emigrant, Montana and usually fall on the second Monday of each month. If additional meetings or a change in the schedule is needed, we will post these on our website. Landowners are welcome to attend these meeting and may subscribe to receive monthly meeting agendas via our website.

Although meeting dates rarely change, we encourage Landowners to check the GLA website prior to traveling to a meeting *just in case* a change has been posted.

2010 Meeting Dates for Board of Directors
6:45 p.m. - 9 p.m. (approximately)
St. John's Church, Emigrant

April 12
May 10
June 14
July 12
Aug. 9
Sept. 13
Oct. 4 (1rst Monday)
Nov. 8
Nov. 22 (Private Orientation Meeting for Board Members Only)
Dec. 13

2010 Annual Landowner Business Meeting and Elections
8:45 a.m. – Noon (approximately)
Emigrant Hall, Emigrant
Saturday, November 13

Are you Selling your Property?

If so, when your property sells, please remember to forward the name and contact information of the new Landowner to the GLA. This important communication helps us to keep our Landowner database up-to-date and allows us to connect with new owners, welcome them to our community and share important information pertaining to membership in the Association.

Please contact our Treasurer, Sheridan Stenberg, at (406) 333-4589 with new owner information or complete the "transfer of property" form on the GLA website.

GLA Contact Information

Please direct your questions, comments or concerns to the GLA in one of the following ways:

Mail: **P.O. Box 312, Emigrant MT 59027**

Phone: **406-451-0033 / GLA Message Service**

E-mail: **www.gla-mt.org** (Hit the "Contact Us" prompt and an e-mail message form will be provided)

*We are in the process of redesigning the GLA website with the goal of making it more user-friendly for Landowners. If you have ideas for improving our website or can volunteer design or web development experience, feel free to leave a message for Daniel at our Message Service number above. Thank you.

E-mail Subscriptions for Newsletters

To assist in reducing mailing expenses, you can request to receive your GLA newsletter by e-mail. Sign up at: www.gla-mt.org.

Glastonbury Landowners Association, Inc.

Effective Communication Techniques

Communication Etiquette

Don't Use Judgmental Tactics

- **Blaming**: "You're the one who..."
- **Interpreting**: "You tried to manipulate..."
- **Judging**: "You are deceptive..."
- **Moralizing**: "You're motivated by..."
- **Exaggerating**: "Everyone/No One thinks..."

"You" Creates Defensiveness

- "You misunderstood..."
- "You always..."
- "You never..."
- "You told me..."
- "You need to..."

Use "I" Statements

- "I see it this way...
- "I had another perspective on..."
- "I think it might be helpful to..."
- "I was wondering if...

Be specific

- **Vague**: "I want you to be more considerate of my needs."
- **Specific**: "I'd appreciate it if you would ask me about ... before you do..."

Minimizing Miscommunication

Restate and/or Clarify

- "If I understand correctly, you would suggest that we..."
- "What I heard was...is that correct?"
- "I'm a little confused about...would you mind stating it again?"

Stay Focused on the Issue

- Keep personal stories out of the conversation
- Minimize the number of words; too many words causes listener to lose interest
- Use notes to help you keep focused

Keep Repetition to a Minimum

- Beginning of Communication: state purpose of communication
- During Communication: repeat points only if listener asks or indicates confusion
- End of Conversation: summarize (repeat) what you discussed and agreed upon

Glastonbury Landowners Association, Inc.

Board Meeting Norms

Meeting Etiquette

- Respect each person's input
- Be patient and understanding
- Communicate honestly and tactfully
- Curtail interruptions and sidebars
- Remain open to suggestions
- Honor allotted timeframes
- Stay on task
- Focus on the facts
- Leave out personal biases/stories
- Allow differences and resolve promptly

GLA's Rules of Order

President's or Appointed Chair's (Executive Officers)Role

- Chairs meeting; not allowed to vote except to break tie
- If President or Appointed Chair wants to comment on motion, Chair is relinquished to Vice President or Executive Officer

Motions

- Any Board member may make a motion
  - Board Members may call for a vote any time after motion has been seconded
  - If motion not seconded, issue is off the table
- If motion seconded, issue is open for discussion
  - Discussion time limit: approximately 3 minutes per person
- Motion must be voted on or amended before moving to new motion
- Amendment to motion must be voted on before voting on original motion
  - If amendment passes, then original motion with amendment is voted on
  - If amendment isn't passed, then original motion is voted on

Unanimous Consent

Routine matters may be decided by unanimous consent

- if there is objection to unanimous consent, vote must be taken

Glastonbury Landowners Association, Inc.

Landowner Participation at Board Meetings

Requesting Additions to Agenda

Prior to Board Meeting

- Submit agenda item(s) to Committee Chair, Board Officer or Administrative Secretary at least 15 days prior to scheduled meeting
  - Present specific request on "Landowner Agenda Item Request" form
  - Provide documentation to support agenda item
- Submitting agenda item(s) prior to meeting allows the Board to:
  - Review concern/issue
  - Determine if item should be handled at meeting or another time
  - Request additional information/documents
  - Schedule time allotment on the agenda if applicable

At Beginning of Board Meeting – When Agenda is Set

- May request agenda item only at beginning of meeting, when agenda is set
- Board will determine whether or not to place item on agenda
  - If added, Board will assign agenda slot and time frame
  - If not added, Board will follow-up with Landowner to decide best plan of action

Landowner Involvement

Comment Period for Landowners

- An open forum is planned at end of meeting for Landowners
  - Utilize this time for items not included on agenda
  - Landowner may submit comments on "Landowner Comment Form"

- If invited to discuss agenda item prior to Comment Period at meeting:
  - Plan 3-5 minutes for presentation unless Board communicates otherwise
  - Honor Board Meeting Norms and Effective Communication Techniques
  - Provide written documentation for all Board Members and Assistant Administrative Secretary at beginning of meeting (13 copies)

Glastonbury Landowners Association, Inc.

Agenda Items: GLA Landowner Request Form

Landowners may request an item be added to the agenda of a monthly GLA Board Meeting as follows:

1. **Timeline for Submitting Agenda Items is 15 Days Before a scheduled Board Meeting**
   a. Submit this form to the appropriate Board Officer or Committee Chairperson ***at least 15 days prior to a scheduled meeting.*** You may mail your request or hand-deliver it to the appropriate Board Member and Assistant Administrative Secretary. For your reference, a list of the 2010 Board meeting dates, Board Officers, and Committee Chairpersons are on the back of this form.
   b. Receiving your agenda request 2 weeks prior to a monthly meeting allows the Board time to review your item, determine if it should be handled during or outside of a Board meeting, request additional information/documents, and, if applicable, allot time on the meeting agenda for the item to be presented.

2. **Time-Sensitive/Critical Agenda Items Arising After the 15-Day Timeline**
   a. Contact the appropriate Board Officer or Committee Chairperson as soon as possible.
   b. Submit your written request and explain why it needs to be considered at the upcoming Board meeting.

3. **Time-Sensitive/Critical Agenda Items Arising at a Board Meeting**
   a. Landowners may request that a timely item be added to the agenda completing this form and submitting it to the Assistant Administrative Secretary before the start of the meeting. It will be at the Board's discretion whether or not to place the item on the agenda
   b. At the beginning of each Board meeting, the chairperson "sets" the agenda by asking Board members if there are items that might be added to the agenda or existing items that should be removed. During that discussion, it will be at the Board's discretion whether or not to add new items.
   c. At the end of the meeting a 10 minute open forum comment period is scheduled for Landowners.

Please keep a copy of your completed form for your records.

Please print:

Landowner Name(s):	**Parcel #**	☐ **North**	☐ **South**
Phone Number:	**Email Address:**		

Agenda Item Topic	**Date**
Summary of Item Topic	

2010-05-10_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

May 10, 2010 6:45

FINAL

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1. Call to order: The meeting was called to order by Vice-President Richard Bolen at 7:12 p.m. at St. John's Church.

PRESENT: Richard Bolen (Vice-President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer, Daniel O'Connell and William Smith
ABSENT: Laura Boise (President), Clare Parker, Rich Spallone (aka Rich) and Paul Ranttalo.
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary), Donna Lash (GLA Assistant Administrative Secretary), Val O'Connell, and Ken and Deb DeGraff.

2. Set Agenda A project review application was placed on the agenda under New Business

3. Approve Meeting Minutes of April 12, 2010
MOTION: Alyssa motioned and Sheridan seconded to approve the April 12, 2010 minutes with an amendment. **Motion carried.** (1 abstention – William, who did not attend meeting)

4. Treasurer Reports-Budget Variance, Check & Deposit – SS
MOTION: Alyssa motioned and William seconded to approve the April 12, 2010 Treasurer reports. **Motion carried unanimously.**

5. Officer Reports

5.1 Summer newsletter - DL

5.1.1 Review July 15 time line.
Articles will be due June 15, 2010.

5.1.2 Determine topics and authors
The Board approved the following newsletter articles and writing assignments:
ACTION ITEM: ***William/Charlene*** – Write article on 5/20 Road Meeting
ACTION ITEM: ***Gerald*** - Write progress report on NG walking path
ACTION ITEM: ***Donna*** - Write articles re: mowing reminder for fire prevention, reminder re: using reflectors for safe night walking and bicycling, and request for written Landowner input for 2011 budget planning.
ACTION ITEM: ***Laura/Denise*** – Write article re: November Annual Meeting.
ACTION ITEM: ***Laura*** – Write article re: activities at the Recreation Land.
ACTION ITEM: ***Gerald*** - Ask Charlotte Mizzi to write article re: update on GAV community garden
ACTION ITEM: ***Donna*** – Write articles per discussion at June meeting, re: classified ads from businesses and individuals for website.

5.2 Website report – DO/GD

5.2.1 Feature of listing real estate sales and resulting revenue – DO
Daniel reported: (1) There are 4 newsletter subscriptions from the existing website, and; (2) A realtor has requested to list a Glastonbury property on our website property for sale feature. Discussion.
MOTION: Daniel motioned and William seconded to establish a non-refundable $60/year fee for each real estate listing of Glastonbury property on the website and that he and William will write the contract details. **Motion carried unanimously.**

ACTION ITEM: ***Alyssa*** – Send the newsletter in PDF format to Daniel
ACTION ITEM: ***Daniel*** – Place PDF copy of newsletter on GLA website
ACTION ITEM: ***Daniel/William*** – Write contract details for property listings on the GLA website and send to Richard for review.
ACTION ITEM: ***Donna*** – Add to June 14 Board Meeting Agenda: discussion concerning classified ads from businesses and individuals for website.

5.3 Poster information for board meeting protocol – LB/DOK
Denise displayed 3 meeting protocol posters to be posted at all future meetings..

5.4 Recommendation for new office equipment – DO/AA
Alyssa reviewed reasons for recommending a MAC computer. Discussion.
MOTION: Alyssa motioned and Sheridan seconded to purchase a MAC computer for the GLA. Alyssa and Daniel will ascertain the best price and model per the allocated budget. **Motion carried.** (1 abstention - Neil.)

5.5 Report on lien procedure research –RB Tabled.

6. UNFINISHED BUSINESS
6.1 Project Review –
6.1.1 Update re: information from A. Shaw on K. Ramp's easement –RB
Richard reported that the easement is in dispute and that he will follow up on this issue. Ken and Deb DeGraff inquired about the status of K. Ramp's locked gate and expressed concern about this long standing issue.
ACTION ITEM: ***Richard*** – Resume research on the K. Ramp easement issue and locked fence. Keep the DeGraffs updated on the fence issue.

6.2 Road & Weed Committee –WS/RS
6.2.1 May 20 Road/Budget Meeting with Landowners – WS
William reported he will conduct the meeting and reviewed the agenda. Charlene will handle the publicity and minute taking and Sheridan the refreshments.
ACTION ITEM: ***Donna*** -Coordinate GLA refreshments supplies with Sheridan.
ACTION ITEM: ***Denise*** - Assist Charlene to reformat publicity poster. Xerox meeting materials.

6.2.2 South Glastonbury Fire Pond – WS/RS Tabled

6.2.3 Draft letter re: encroachments of landowner easements/driveways – WS (5 min) Tabled

6.2.4 Review draft position concerning county maintenance of Dry Creek Road for website – WS/DO
William reported that a letter is being written by Walter Wunsch asking the Park County Commissioners to review the maintenance of Dry Creek. Photos of the existing Dry Creek road condition will be sent with the letter.
UNANIMOUS AGREEMENT: The Board agreed that when the county response to this matter is received, it will be reported in the newsletter, but not on the website.

ACTION ITEM: ***William*** – Contact County Weed Staff to discuss possibility of giving a weed map report to Landowners. If it appears that schedules are compatible, arrange with Janet to book St. John's Church.
ACTION ITEM: ***William, Board*** - Be aware that blue road signs indicate private roads, and green road signs designate public roads.
ACTION ITEM: ***Donna*** – Write a short article for the July newsletter that explains the significance of blue and green road signs, etc.

6.2.5 Proposal re: schedule of repayment from general fund for chip sealing ***(Added to the Agenda)*** Discussion.
MOTION: Whereas, North Glastonbury asphalt roads received crack sealing and chip sealing which did not benefit South Glastonbury roads;
Whereas an amount totaling $20,023.00 was paid from the general fund toward the chip sealing contractor's invoice in order to meet contractor's demand for payment;
Whereas the money was paid out of the general fund and from year to year North Glastonbury and South Glastonbury are each entitled to half of these funds, therefore only half of this amount ($10,011.50) is required to be repaid;
Whereas North Glastonbury has agreed to repay this amount in total through deductions from its share of the road budget;
Whereas, an extraordinary deduction in any one year from this share of the budget would cripple the Road Committee's ability to provide adequate road maintenance;
Therefore, I, William Smith (William) motion, seconded by Alyssa, that the GLA Board adopt the schedule for repayment of $10,011.50) to the general fund in four equal annual payments of $4000 in the years 2010, 2011, 2012, and 2013 and a final payment of $4023.00 in 2014. **Motion carried unanimously.**

6.3 Complaint updates – RB **6.3 Complaint updates – RB**
Richard reported: (1) He responded to the Trisdale's April 5 letter to the Board (the Trislales submitted this letter to the Board at the April 12 Board Meeting). Richard's response was also directed to the Keelers and copies were sent to the Board;
(2) The Trisdales filed a counter complaint against the Keelers, and; (3) Richard will respond to another letter from a letter from the Trisdales, dated April 12, 2010, which requests withdrawal from the GLA; he will clarify that Landowner rights and responsibilities transfer with the land, and thus it is not possible to withdraw membership from GLA when one owns land in Glastonbury.

ACTION ITEM: ***Richard*** – Draft response to the Trisdale's letter requesting withdrawal from the GLA.

7. NEW BUSINESS
7.1 Project Review – AA
7.1.1 Lot 86 (SG)/Guy Gravert, barn. –AA ***(Added to the Agenda)***
Alyssa reviewed the application.

MOTION: Alyssa motioned and William seconded to approve the Lot 86 (SG) Guy Gravert barn application with the following conditions: (1) Lot line setbacks and building heights are clarified, (2) Any disturbed land is to be reseeded after construction, and; (3) the necessary electrical permits are obtained. **Motion carried unanimously.**

7.2 Administrative Secretary Schedule ***(Added to the agenda)***

Denise announced that she will no longer be attending board meetings, but will continue to work with Donna, Assistant Administrative Secretary, and handle other administrative duties, including the PDW Project.

ACTION ITEM: ***Board Members*** – Continue to **cc** Denise regarding all Board related matters, including emails to Donna.

8. **Comment Period for Visiting Landowners.**

9. **Adjournment:** The meeting adjourned at 9:47 pm.

10. **Next meeting:** June 14, 2010, 6:45 pm at St. John's Church.

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

May 10, 2010 6:45 – 8:30 p.m.

St. John's Church, Emigrant, MT

1. **Call to order, opening prayer**
2. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
3. **Approve Meeting Minutes of April 12, 2010 – (5 min.)**
4. **Treasurer Reports-Budget Variance, Check & Deposit – SS (5 min)**
5. **Officers' Reports**
   - **5.1 Summer newsletter**
     - **5.1.1 Review July 15 time line – DL (3 min)**
     - **5.1.2 Determine topics and authors – DL/LB (10 min)**
   - **5.2 Website report – DO/GD**
     - **5.2.1 Feature of listing real estate sales and resulting revenue – DO/GD**
   - **5.3 Poster information for board meeting protocol – LB/DOK (5 min)**
   - **5.4 Recommendation for new office equipment – DO/AA (5 min)**
   - **5.5 Report on lien procedure research – RB (5 min)**
6. **UNFINISHED BUSINESS**
   - **6.1 Project Review – AA/RS**
     - **6.1.1 Update re: information from A. Shaw on K. Ramp's easement – RB (5 min)**
   - **6.2 Road & Weed Committee –WS/RS**
     - **6.2.1 May 20 Road/Budget Meeting with Landowners – WS/RS (10 min)**
       - **6.2.1.1 Discuss planning and preparation**
     - **6.2.2 South Glastonbury Fire Pond – WS/RS (3-5 min)**
     - **6.2.3 Draft letter about encroachments of landowner easements/driveways – WS (5 min)**
     - **6.2.4 Review draft position concerning county maintenance of Dry Creek Road for website – WS/DO (5 min)**
   - **6.3 Complaint updates – RB (5 min)**
8. **Comment Period for Visiting Landowners. (5-10 min.)**
9. **Adjournment**
10. **Next meeting: June 14, 2010, St. John's Church, 6:45 p.m.**

Glastonbury Landowner's Association

2010 Budget Variance Report

January through April 2010

	Jan - Apr 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	35.00			
110. NG Dwelling 2008	265.80			
110. SG Dwelling 2008	119.41			
111. NG Dwelling 2009	1,439.44			
111. SG Dwelling 2009	1,160.80			
112. NG Dwelling 2010	12,512.64	26,454.00	-13,941.36	47.3%
112. SG Dwelling 2010	11,695.33	18,622.00	-6,926.67	62.8%
129. Land 2003	75.00			
130. Land 2004	34.12			
133. Land 2007	70.78			
134. NG Land 2008	237.02			
134. SG Land 2008	119.40			
135. NG Land 2009	1,476.98			
135. SG Land 2009	1,421.80			
136. NG Land 2010	16,711.48	29,765.00	-13,053.52	56.1%
136. SG Land 2010	20,984.71	33,012.00	-12,027.29	63.6%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	274.99			
161. Penalties Late Accounts	146.65			
Total 100. Parcel Assessment Fees	73,460.85	117,212.00	-43,751.15	62.7%
200. Project Review Fees				
201. Application Fee	25.00			
202. IF - House	350.00			
206. IF - Driveway	75.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	135.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	710.00	3,325.00	-2,615.00	21.4%
300. Roads				
301. CUT - Road Paving Loan	392.39	2,200.00	-1,807.61	17.8%
Total 300. Roads	392.39	2,200.00	-1,807.61	17.8%
500. Interest Earned				
501. Savings Interest	15.62			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	15.62	100.00	-84.38	15.6%
800. NG Chip Seal Income				
A12O. Chip Seal-1 payment/dwell	188.00			
A12Q. ChipSeal- 5 payments/dwel	8,364.42	18,050.00	-9,685.58	46.3%
A12R. ChipSeal-5 payments/land	1,885.48	3,610.00	-1,724.52	52.2%
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	13,540.90	21,660.00	-8,119.10	62.5%
Total Income	88,119.76	144,497.00	-56,377.24	61.0%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	200.00	4,000.00	-3,800.00	5.0%
A03. Contractors - Weed Contrl	0.00	3,700.00	-3,700.00	0.0%
A05. Equipment Reg & Ins	1,342.00	2,500.00	-1,158.00	53.7%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%

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Glastonbury Landowner's Association

2010 Budget Variance Report

January through April 2010

	Jan - Apr 10	Budget	$ Over Budget	% of Budget
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	0.00	800.00	-800.00	0.0%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	1,200.00	3,500.00	-2,300.00	34.3%
A11. Miscellaneous - Other	644.01			
Total A11. Miscellaneous	1,844.01	4,800.00	-2,955.99	38.4%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	509.00			
A12C. Capricorn Drive	509.00			
A12F. Gemini Road	509.00			
A12J. Sirius Drive	510.00			
A12K. Taurus Road	509.00			
A12L. Venus Way	509.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	10,000.00	-10,000.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	4,000.00	-4,000.00	0.0%
Total A12. Contractors - NG Road Wrk	3,055.00	14,300.00	-11,245.00	21.4%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	650.00			
A13D. Leo Drive	400.00			
A13E. Leo Lane	250.00			
A13G. Hercules Road	1,600.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	2,900.00	14,300.00	-11,400.00	20.3%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	17,277.33	83,008.00	-65,730.67	20.8%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	500.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	500.00	3,325.00	-2,825.00	15.0%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	0.00	700.00	-700.00	0.0%
COO-2.03 Virtual Message set-up	179.45	1,500.00	-1,320.55	12.0%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	179.45	4,175.00	-3,995.55	4.3%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	100.40	600.00	-499.60	16.7%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	100.40	1,990.00	-1,889.60	5.0%
Total D00. Recreation	100.40	1,990.00	-1,889.60	5.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through April 2010

	Jan - Apr 10	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	127.50	300.00	-172.50	42.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	197.25	1,150.00	-952.75	17.2%
J00. Other Projects				
J03.Policies & Procedures	695.25	2,400.00	-1,704.75	29.0%
J04. Fence Repair High South GI	324.00			
Total J00. Other Projects	1,019.25	2,400.00	-1,380.75	42.5%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	397.00	5,980.00	-5,583.00	6.6%
K02. Contractors - Bookkeeper	1,192.50	3,600.00	-2,407.50	33.1%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	444.47	950.00	-505.53	46.8%
K07. Postage and Delivery	284.56	1,200.00	-915.44	23.7%
K08. Monthly Board Meetings	1,113.06	2,855.00	-1,741.94	39.0%
K11. Rent				
K11B. Storage/Boxes	120.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	516.00	540.00	-24.00	95.6%
K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	7.00			
K19. Quarterly Newsletter	421.25	950.00	-528.75	44.3%
Total K00. General Operating Expenses	4,640.84	17,924.00	-13,283.16	25.9%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
Total M00. Annual Meeting/Elections	174.27	1,565.00	-1,390.73	11.1%
Total Expense	24,548.97	142,635.91	-118,086.94	17.2%
Net Ordinary Income	63,570.79	1,861.09	61,709.70	3,415.8%
Net Income	**63,570.79**	**1,861.09**	**61,709.70**	**3,415.8%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

June 14, 2010 6:45

FINAL

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1. Call to order: The meeting was called to order by President Laura Boise at 7:13 p.m. at St. John's Church.
PRESENT: Laura Boise (President), Richard Bolen (Vice-President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer, Paul Ranttalo, Daniel O'Connell and Rich Spallone (aka Rich)
ABSENT: Neil Kremer, Clare Parker, and William Smith
ALSO ATTENDING: Donna Lash (Asst. GLA Administrative Secretary), and Val O'Connell.

2. Set Agenda The agenda was adopted as presented.

3. Approve Meeting Minutes of May 10, 2010
MOTION: Alyssa motioned and Sheridan seconded to approve the May 10, 2010 minutes with an amendment. **Motion carried.** (3 abstentions – Richard, Laura & Paul did not attend meeting)

4. Treasurer Reports-Budget Variance, Check & Deposit – SS
MOTION: Alyssa motioned and Richard seconded to approve the May 10, 2010 Treasurer reports. **Motion carried unanimously.**

5. Officer Reports

5.1 July Newsletter Progress Report – LB/DL
Donna reminded board members that the newsletter articles are due 6/15/10. Discussion. Weed spraying article will be deleted from newsletter as weed spraying will take place 7/4/10.
See additional newsletter article information in Sections 6.1 and 8 below.

5.2 New office equipment follow-up – AA/DO
Daniel reported that delivery of the new Apple computer, which cost $1,099, is expected mid-week. A Microsoft Office software installation (also included in budget) will be purchased.
ACTION ITEM: ***Alyssa*** – Deliver Microsoft Office software to Daniel for GLA purchase.

6. UNFINISHED BUSINESS

6.1 Road and Weed Committee – WS/RS

6.1.1 Follow-up report on May 20 meeting with Landowners – RS/SS
Sheridan distributed copies of Charlene's notes from the May 20 meeting and a draft of a road maintenance survey that was requested during the chip sealing project. Discussion.
ACTION ITEM: ***Laura*** – From Charlene's drafts and newsletter article, create a letter to Landowners introducing idea of road survey and request responses be given online, by email, or regular mail. Re-write road survey so that it is more educational and indicative of Landowner references.
ACTION ITEM: ***Donna*** – Write newsletter article to educate Landowners about road maintenance costs using Charlene's notes of May 20 meeting and introduce idea of future road survey
ACTION ITEM: ***Rich*** – Send gravel delivery costs for Upper South, Lower South and North Glastonbury to Laura, Sheridan, and Donna for survey and newsletter.

6.1.2 Review research on weeds in Glastonbury &potential weed map meeting – GD
Gerald shared weed maps and weed inventories that Melissa Bridges is generating for Park County and in particular for Glastonbury. He reported that when Melissa gathers more data, she will be willing to share it with the GLA board. Discussion on cheat grass followed.
ACTION ITEM: ***Gerald*** – Write article for newsletter on cheat grass control and management. In addition to weeding cheat grass when it is young, the article will explain how to use of vinegar and dish washing soap for cheat grass control.

ACTION ITEM: ***Gerald/ Rich*** – Make lists of (a) areas where there are significant noxious weed populations in Glastonbury and give list to Laura, and (b) names of owners who don't want weeds sprayed near their properties.

ACTION ITEM: ***Laura*** – Using Gerald's and Rich's lists, help to initiate the creation of a database containing known weed infested areas, including names of property owners and their parcels; (b) Review and update GLA's standard letter that notifies specific owners of serious knapweed or noxious weed control issues on their properties. Facilitate mailing, and; (c)Initiate the creation of a database containing names/parcel numbers of Landowners, who do not wish to have weeds sprayed near their properties

NEW BUSINESS

7.1 Project Review – AA

7.1.1 Pam Richardson, Parcel 63 (SG) – Withdrawal of driveway & well application.
MOTION: Alyssa motioned and Daniel seconded to refund Pam Richardson's Parcel 63 (SG) driveway and well application fee less the processing and impact fees of $22.50 and $25,00. **Motion carried unanimously**.
ACTION ITEM: ***Alyssa/Sheridan*** – Facilitate refund of Pam Richardson's Parcel 63 (SG) barn application fee less the processing and impact fees of $22.00 and $25.00.

7.2 Website - DO

7.2.1 Daniel introduced a proposal that board member photos and short bios be put on the updated website.
ACTION ITEM: ***Daniel*** – Draft a proposal for board member photos and bios to be placed on website. Email to Denise for email distribution to the board for voting approval.
UNANIMOUS AGREEMENT: If the Board approves Daniel's email proposal to post their photos and short bios on the updated website, this information will only be accessed by Glastonbury Landowners using a security code
ACTION ITEM: ***Denise*** –Format DO's website proposal and email to board members to vote upon.
ACTION ITEM: ***Daniel*** – Send draft of Landowner web-site security access code/password to Richard for review.

7.2.2 Report on use of virtual message service (added to the agenda)
ACTION ITEM: ***Daniel*** – Check with Denise to see that all phone messages are forwarded to her as well as to the intended recipient.

7.2.3 Web site contract for real estate listings – DO

Daniel reported the real estate listings contract and terms of use for website is ready for Richard's review.

ACTION ITEM: ***Daniel*** – Send drafts of the contract and related terms of use to be used for placing ads for sale of Glastonbury real estate on the GLA website to Richard; then, when these documents are ready, send copies to all Board members for review.

ACTION ITEM: ***Daniel*** – Write an article for 7/15/10 newsletter announcing potential website real estate listing service for Landowners. Note that the $60/year/listing handling fee is reasonable for text and photos of property for sale.

ACTION ITEM: ***Alyssa*** – Draft a letter to real estate agents, who list Glastonbury properties, announcing this advertising option. Send copy of letter to Denise, Daniel and Donna.

ACTION ITEM: ***Donna*** – Place mailing details of letter to Realtors on July agenda.

7.2.4 Discussion on classified ads for individuals and businesses – DO/WS Tabled

8. **Comment Period for Visiting Landowners.**
   Val O'Connel offered to write up two suggestions that she will send to Donna regarding:
   a) Property owners near significant road washouts, who may be willing to assess themselves for gravel to improve the roads if GLA would do the grading. This information may possibly be added to road maintenance survey.
   b) Promotional "2 for 1" handing fee for real estate.
   Discussion included numerous ramifications of this promotion.

9. **Adjournment: 9:15**

10. **Broke for Private Meeting**

11. **Readjourned**

12. **Next meeting:** July 12, 2010, 6:45 pm at St. John's Church.

2010-12-13_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

December 13, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Laura at 7:12 p.m. at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen (Vice President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer, Daniel O'Connell, Paul Ranttalo, and Rich Spallone (aka Rich).
   ABSENT: Clare Parker and William Smith
   ALSO ATTENDING: Donna Lash (GLA Assistant Administrative Secretary) and Val O'Connell.

2. **Review Meeting Norms**

3. **Set Agenda**

4. **Approve Meeting Minutes for November 8, 2010**
   Discussion.
   MOTION: Janet motioned and Richard seconded to approve the minutes as written. (4 abstentions: Daniel, Neil, Paul, and Alyssa who did not attend meeting.)
   Motion carried unanimously.

5. **Treasurer Reports - Budget Variance, Check & Deposit – SS**
   MOTION: Alyssa motioned and Rich seconded to accept the Treasurer's reports for November, 2010. **Motion carried unanimously.**

6. **Officers' Reports**
   6.1 Changing Board Orientation Meeting Date to March – LB
   The Board discussed how the orientation meeting needed to be rescheduled for a variety of reasons.
   UNANIMOUS CONSENT: The Board Orientation Meeting will be held Monday, March 14, 2011 at St. John's Church in place of regular board meeting.
   Action Item: ***Managerial Committee*** – Review and plan for how we will handle regular monthly business for March based on this meeting being for orientation.

   6.2 2011 Board Meeting Schedule (added to Agenda)
   Janet's reported that the monthly meeting dates chosen by the Board have been confirmed with Eileen Storey.

7. **UNFINISHED BUSINESS**
   7.1 Managerial Committee – LB/AA
   7.1.1 Status of Complaints – RB Tabled.
   7.1.2 Status of Items for Attorney Review - LB
   Discussion.
   ACTION ITEM: ***Daniel/ Sheridan*** – Do research regarding independent contractor requirements so we may include questions relating to this in the document being prepared for attorney review.

   7.1.3 December Newsletter – LB/AA
   a) Review article topics & articles-due timeline
   Discussion included near-record November snow removal efforts and cost.
   ACTION ITEM: ***Laura*** - Write an article summarizing the November snow removal effort and related reflections.

ACTION ITEM: ***All Board Members*** - Email other newsletter items to Laura.

b) Mailing preparation date and volunteers
Discussion included the possibility of the need to send newsletter in December and invoices after Saturday, January 1, 2011.
UNANIMOUS CONSENT: The Board agreed that if the newsletter was finished and ready to mail by mid-December, it could be sent out ahead of the January invoice mailing. Otherwise, it can be mailed with the invoices in early January.
ACTION ITEM: ***Janet & Sheridan*** – If ready, fold/stuff newsletter before Christmas.

8. NEW BUSINESS

8.1 Managerial Committee – LB/AA

8.1.2. Review/discuss Don McCue's 12/7/10 hang-gliding request – LB/AA
Discussion included: (1) Don McCue had requested permission to hang-glide from a neighbor's property in Glastonbury and the neighbor denied his request; (2) Don also requested clarification as to whether it was permissible to hang-glide in Glastonbury.
UNANIMOUS CONSENT: The Board agreed that a policy on the use of hang-gliders in Glastonbury was needed to preserve the quiet use and enjoyment of property.
ACTION ITEM: ***Managerial Committee*** – Research potential policy for hang gliding in Glastonbury. Inform Don McCue and Michael Rosa of final approved policy once developed and approved.

8.2 Project Review Committee – AA/RS

8.2.1 Lot 25-E (SG) – Kathleen Rakela: Update on variance request – AA
Alyssa reported that she spoke with Kathleen regarding how the Master Plan requires that we conduct a variance process for her request to install a guest house on a lot that is slightly smaller than required by the Master Plan. Kathleen indicated that she was unable to pay the variance fee and could not proceed unless the fee was waived. She also said that her potential buyer no longer seemed to have any interest in her lot.
ACTION ITEM: ***Alyssa*** – Write a letter to Kathleen affirming her choice to not proceed with the variance.

8.2.2 Lot 28-C (NG) – Kraig Kolberg: Update on 11/8/10 application to install single-wide mobile home – AA
Alyssa reported that Kraig had retracted his application and had Sheridan destroy his check which she complied with.
ACTION ITEM: ***Alyssa*** – Write a letter to Kraig confirming his decision to retract his application.

8.3 Roads & Weeds Committee – WS/RS

8.3.1 Report on snowplowing for November blizzard – WS/RS
Discussion included the tremendous effort to remove record-level snowdrifts during severe snowstorm, and rescues of those who were ill-prepared to deal with the extreme weather.

8.4 Community Committee

8.4.1 Proposal/Vote to form "Emergency Preparedness Subcommittee" – WS/LB

Discussion. Because of the intensity of the storm, it was proposed that an Emergency Preparedness Subcommittee be created to assist in helping the community during extreme conditions that may arise in the future.

MOTION: Neil motioned and Alyssa seconded to form the GLA Emergency Preparedness Subcommittee with Laura and William to serve as committee chairs. **Motion carried unanimously.**

8.4.1.1 Proposal/vote to hold "GLA Emergency Preparedness" special meeting with GLA Board and Landowners in January 2011.

a) Determine Meeting Date

UNANIMOUS CONSENT: The Board will hold a special meeting for GLA Landowners to discuss GLA Emergency Preparedness at St. John's Church on **Wednesday, January 26, 2011** at 6:30 p.m.

b) Meeting agenda topics & assignments

The Board discussed that the meeting could review block captains for different neighborhoods and various methods of how to mobilize for emergencies (fire, power outages and snow storms, etc.) and interface with local and county resources. An emergency response manual could be developed.

ACTION ITEM: ***Paul*** - Ask Ross Brunson to create a Power Point presentation showing photos of the November snow removal scene to be used at the Emergency Preparedness Meeting.

ACTION ITEM: ***Road Committee*** – Establish a list of potentially needed road/snow equipment, including items such as skid steer.

c) Meeting notification methods (i.e. newsletter, telephone tree, posters)

Discussion.

ACTION ITEM: ***Managerial Committee*** – Handle meeting notification for January 26 Preparedness Meeting.

8.5 Election Committee – SS/Board

8.5.1 Review 2010 Annual Meeting/Elections – SS/Board

Discussion.

UNANIMOUS CONSENT: Per a suggestion from Denise, the Board will end voting for new Board Members at future annual meetings at 11:15 rather than noon so as to accommodate a timely vote count and noon adjournment.

ACTION ITEM: ***Denise*** – Incorporate the new 11:15 a.m. voting cutoff time into all preliminary election mailings and the Annual Meeting/Elections agenda.

9. Comment Period for Visiting Landowners

Val O'Connell made some suggestions regarding items to include in Emergency Manual.

10. Adjournment: The meeting adjourned at 9 pm.

11. Next Board Meeting: January 10, 2011, 6:45 p.m. at St. John's Church

File: MtgMins 12 13 10
Draft (s): 01 06 11-FINAL
Final Approval: 01 10 11

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

June 14 2010 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. Call to order, opening prayer
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Approve Meeting Minutes of May 10, 2010 – (5 min.)
4. Treasurer Reports-Budget Variance, Check & Deposit – SS (5 min)
5. Officers' Reports
   - 5.1 Web site contract update for real estate listings – DO/WS - (5 min)
   - 5.2 Discussion on classified ads for individuals and businesses – DO/WS (10 min)
   - 5.3 July Newsletter Progress report – LB/DL (5 min)
   - 5.4 New office equipment follow-up – AA/DO (5 min)
   - 5.5 Report on lien research –RB
6. UNFINISHED BUSINESS
   - 6.1 Road & Weed Committee –WS/RS
     - 6.1.1 Follow-up report on May 20 meeting with Landowners – WS (5 min)
     - 6.1.2 South Glastonbury Fire Pond – WS/Rs (5 min)
     - 6.1.3 Letter draft re: encroachments of landowner easements/driveways -WS (5 min)
     - 6.1.4 Dry Creek maintenance position and negotiation updates - WS (5 min)
     - 6.1.5 Potential weed map meeting for Landowners – WS (5 min)
   - 6.2 Complaint updates – RB (10 min)
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS (5 min)
   - 7.2 Proposal to add info to redesigned web site – DO (5 min)
8. Comment Period for Visiting Landowners. (5-10 min.)
9. Adjournment
10. Next meeting: July 12, 2010, St. John's Church

Glastonbury Landowner's Association

2010 Budget Variance Report

January through May 2010

	Jan - May 10	Budget	$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	52.50			
110. NG Dwelling 2008	442.30			
110. SG Dwelling 2008	229.29			
111. NG Dwelling 2009	1,787.44			
111. SG Dwelling 2009	1,377.30			
112. NG Dwelling 2010	14,608.73	26,454.00	-11,845.27	55.2%
112. SG Dwelling 2010	12,190.92	18,622.00	-6,431.08	65.5%
129. Land 2003	92.50			
130. Land 2004	154.12			
131. Land 2005	132.00			
132. Land 2006	132.00			
133. Land 2007	275.14			
134. NG Land 2008	413.52			
134. SG Land 2008	392.05			
135. NG Land 2009	1,902.48			
135. SG Land 2009	1,986.30			
136. NG Land 2010	19,009.97	29,765.00	-10,755.03	63.9%
136. SG Land 2010	22,005.78	33,012.00	-11,006.22	66.7%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	613.74			
161. Penalties Late Accounts	215.17			
Total 100. Parcel Assessment Fees	82,692.75	117,212.00	-34,519.25	70.5%
200. Project Review Fees				
201. Application Fee	25.00			
202. IF - House	350.00			
206. IF - Driveway	75.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	135.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	710.00	3,325.00	-2,615.00	21.4%
300. Roads				
301. CUT - Road Paving Loan	761.55	2,200.00	-1,438.45	34.6%
Total 300. Roads	761.55	2,200.00	-1,438.45	34.6%
500. Interest Earned				
501. Savings Interest	28.71			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	28.71	100.00	-71.29	28.7%
800. NG Chip Seal Income				
A12O. Chip Seal-1 payment/dwell	188.00			
A12Q. ChipSeal- 5 payments/dwel	9,789.31	18,050.00	-8,260.69	54.2%
A12R. ChipSeal-5 payments/land	1,891.13	3,610.00	-1,718.87	52.4%
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	14,971.44	21,660.00	-6,688.56	69.1%
Total Income	99,164.45	144,497.00	-45,332.55	68.6%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02C. High South Glastonbury	675.00			
A02. Contractors - Snow Removal -...	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	875.00	4,000.00	-3,125.00	21.9%
A03. Contractors - Weed Contrl	0.00	3,700.00	-3,700.00	0.0%
A05. Equipment Reg & Ins	1,342.00	2,500.00	-1,158.00	53.7%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through May 2010

	Jan - May 10	Budget	$ Over Bud...	% of Budget
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	182.13	800.00	-617.87	22.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	2,000.00	3,500.00	-1,500.00	57.1%
A11. Miscellaneous - Other	644.01			
Total A11. Miscellaneous	2,826.14	4,800.00	-1,973.86	58.9%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	509.00			
A12C. Capricorn Drive	1,184.00			
A12F. Gemini Road	509.00			
A12H-1. Orion Way Flood	450.00			
A12J. Sirius Drive	510.00			
A12K. Taurus Road	509.00			
A12L. Venus Way	509.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	10,000.00	-10,000.00	0.0%
A12. Contractors - NG Road Wrk - ...	0.00	4,000.00	-4,000.00	0.0%
Total A12. Contractors - NG Road Wrk	4,180.00	14,300.00	-10,120.00	29.2%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	3,650.00			
A13D. Leo Drive	400.00			
A13E. Leo Lane	250.00			
A13G. Hercules Road	2,575.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - ...	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	6,875.00	14,300.00	-7,425.00	48.1%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	31,590.78	83,008.00	-51,417.22	38.1%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	500.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	500.00	3,325.00	-2,825.00	15.0%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	0.00	700.00	-700.00	0.0%
COO-2.03 Virtual Message set-up	179.45	1,500.00	-1,320.55	12.0%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	179.45	4,175.00	-3,995.55	4.3%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through May 2010

	Jan - May 10	Budget	$ Over Bud...	% of Budget
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	125.50	600.00	-474.50	20.9%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
D03. PVRC - Other	225.00			
Total D03. PVRC	350.50	1,990.00	-1,639.50	17.6%
Total D00. Recreation	350.50	1,990.00	-1,639.50	17.6%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	127.50	300.00	-172.50	42.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	197.25	1,150.00	-952.75	17.2%
J00. Other Projects				
J03.Policies & Procedures	1,032.75	2,400.00	-1,367.25	43.0%
J04. Fence Repair High South GI	324.00			
Total J00. Other Projects	1,356.75	2,400.00	-1,043.25	56.5%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	592.00	5,980.00	-5,388.00	9.9%
K02. Contractors - Bookkeeper	1,327.50	3,600.00	-2,272.50	36.9%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	450.67	950.00	-499.33	47.4%
K07. Postage and Delivery	284.56	1,200.00	-915.44	23.7%
K08. Monthly Board Meetings	1,453.88	2,855.00	-1,401.12	50.9%
K11. Rent				
K11B. Storage/Boxes	145.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	541.00	540.00	1.00	100.2%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	42.80			
K19. Quarterly Newsletter	563.15	950.00	-386.85	59.3%
Total K00. General Operating Expenses	6,876.56	17,924.00	-11,047.44	38.4%
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
Total M00. Annual Meeting/Elections	174.27	1,565.00	-1,390.73	11.1%
Reconciliation Discrepancies	0.00			
Total Expense	41,685.74	142,635.91	-100,950.17	29.2%
Net Ordinary Income	57,478.71	1,861.09	55,617.62	3,088.4%
Net Income	**57,478.71**	**1,861.09**	**55,617.62**	**3,088.4%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

July 12, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order.

The meeting was called to order by Laura at 7:15 p.m., at St. John's Church.
PRESENT: Laura Boise (President), Richard Bolen (Vice President) aka Richard, Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Daniel O'Connell, Clare Parker and William Smith,
ABSENT: Donna Lash (GLA Assistant Administrative Secretary), Neil Kremer, Paul Ranttalo, Rich Spallone and Janet Naclerio (Secretary).
ALSO ATTENDING: Denise Orr Kirk (GLA Administrative Secretary), Darryl Windorski, Debbie DeGraaf, Val O'Connel.

2. Set Agenda.

3. Approve Meeting Minutes of June 14, 2010

Discussion.

MOTION: Alyssa motioned and Daniel seconded to approve the June 14, 2010 minutes with amendments. **Motion carried.** (2 abstentions – William and Clare, who didn't attend meeting)

4. Treasurer Reports - Budget Variance, Check & Deposit – SS

UNANIMOUS AGREEMENT: The Board approved the Budget Variance Report (January through June 2010), the Deposit Detail Report (June 2010) and the Check Detail (June 2010).

5. Officers' Reports

5.1 Summer Newsletter report – LB/DOK

Denise reported that per the Board's recent email vote of approval the summer newsletter was not mailed in July as originally planned, but will be mailed in August with the election letter and possibly a road letter and survey. This change was based on the fact that the summer newsletter doesn't contain timely information and the expense of a second mailing will be eliminated. Discussion.

UNANIMOUS AGREEMENT: The Board agreed that the summer newsletter will be mailed in mid or late August (specific date to be determined). The contents of the mailing will also include the first election announcement letter, a road letter and road survey.
ACTION ITEM: ***Laura/William*** – Develop and finalize road letter and road survey
ACTION ITEM: ***Laura/Donna/Denise*** – Finalize newsletter

5.2 Report on lien research – RB

Richard will be meeting with an attorney.

5.3 Review procedure for Board members to present motions at Board meetings – LB

A review of the following procedures was discussed:
(1) Prior to drawing conclusions or submitting the motion to the Board for vote. .
The procedure for bringing motions to the Board begins at the Committee level with extensive preliminary inquiry, discussion, research and agreement among Committee members as to what will be the step in the review process. The Committee Chair should request from the Administrative Secretary information documenting any policy, procedure or practice that has been developed and used by the current or past Boards. Prior to requesting that the

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Draft (s):03 25 13 - FINAL
Final Approval: 08 09 10

item be placed on a meeting agenda, the Committee should have created a fully developed motion with background information to accompany it.
(2) A handout entitled "Brief background on past practices of the GLA Board when communicating questions or concerns to one another" was distributed; it includes a list of communication guidelines. (See attached).

5.4 Review purpose of development of Policies & Procedures – LB
Review/discussion included that the goal of the Policies and Procedures project has been and will continue to be for the purpose of assisting the Board to determine best and legally sound practices for the Association and to document these for future use and reference.

5.5 Review guidelines/parameters for holding confidential meetings – LB
Laura and Richard reviewed: (1) The Bylaws allow the Board to determine when it needs to hold confidential/private meetings; (2) In the past, at the advice of our attorney, the Board determined that private meetings should be held specifically when legal and confidential matters concerning landowners and/or Board members needed discussion that would not be appropriate to discuss in a public meeting.

5.6 Vote re: consulting attorney for legal review of list of policies – LB (5 min)
Laura listed a number of GLA policies and procedures that need legal review and clarification. Discussion.
MOTION: Richard motioned and Daniel seconded to approve submitting a number of GLA policies and procedures (including those related to private meetings, Executive Committee functions, employee vs independent contractor options, liens and GLA road Access, etc.) to our attorney for legal clarification Motion carried unanimously.

6. UNFINISHED BUSINESS

6.1 Research update on K. Ramp's easement as requested by DeGraff's – RB
Richard reported that he is in process of working on this project with attorney.

6.2 Road & Weed Committee –WS/RS

6.2.2 South Glastonbury Fire Pond – WS/RS
Laura reported that she spoke with Philip Hoag and that the GLA needs to receive permission from the Hardesty's to further prepare the fire pond area.

6.2.3 Letter draft re: encroachments of landowner easements –WS
William reported that the article on encroachments included in the GLA spring newsletter has resulted in some landowners adjusting their properties, etc. Discussion.

ACTION ITEM: ***William*** – Draft a sample letter that the GLA might send to Landowners regarding easement encroachments and forward letter to Laura to submit to our attorney.

ACTION ITEM: ***Laura*** – Submit draft encroachment letter (from WS) to attorney for review and advice regarding the type of liability/responsibility of the GLA if encroachment problems should occur and whether GLA should sign a disclaimer.

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Draft (s):03 25 13 - FINAL
Final Approval: 08 09 10

6.2.4 Dry Creek Road maintenance position and negotiation updates - WS
William reported that a letter would be sent to the County concerning maintenance of Dry Creek Road. Discussion included that Park County has allegedly stated that it does not have money to maintain this road.

ACTION ITEM: ***Daniel*** – Contact Tim Brockett regarding his research concerning taxes paid in different areas of the GLA.

6.2.5 Map showing locations of known weed infestations – GB/RS
Gerald reported that this is pending.

6.2.6 Weed Spraying – GD
Discussion included that weed spraying will be done in a couple of weeks and was not done during the July 4th period as was previously planned and announced.
ACTION ITEM: ***Sheridan*** – Facilitate telephone tree regarding spraying weeds
ACTION ITEM: ***Laura*** – Call landowners, who usually handle their own weeds, to inform them that spraying will take place in roughly two weeks.
ACTION ITEM: ***Gerald and Road Committee*** – Identify areas where weeds are growing that the GLA can send weed notification letters to the appropriate Landowners.
ACTION ITEM: ***Gerald*** – Contact the weed sprayer, and confirm clearly identified spraying locations with him, etc.

6.3 Website
6.3.1 Votes re: updated website – DO
Discussion. See attached background information for the following 3 motions.

a) GLA Websites for Public and Members (Landowners)
Discussion.
MOTION: Daniel motioned and Clare seconded to approve that the new GLA website include both a public and Members only portion for the new GLA website. The Members only portion will be accessible to members by password and the other level of the website will be accessible to the public. **Motion carried unanimously.**

Discussion included: Landowners will be asked to register online to use the "Members Only" website. Registration will include using their parcel number, phone number, email address and agreeing to terms of use, etc.

b) **Posting Board Biographies and Pictures on Website.**
Discussion.
UNANIMOUS AGREEMENT: The Board agreed *not* to post Board pictures on website. A unanimous agreement to post them was not reached. .

MOTION: Daniel motioned and Clare seconded to approve that the new GLA website include Board member biographies and that these will only be viewable by the Members and not accessible to the public, being password protected. **Motion carried unanimously.**

ACTION ITEM: ***Denise*** – Send election bios to Board members to revise/update for website. Send bios (edited by Board) to Daniel when received.

ACTION ITEM: ***Board*** – After inserting revisions on your election bios, return to Denise, who will send to Daniel to post on the new website..

c) Web Address Names
Discussion.
MOTION: Daniel motioned and Sheridan seconded to approve that the present web address of gla-mt.org be kept and used as a redirect to the mygla.org address. Members can at their choosing type in gla-mt.org and will be taken to the mygla.org address.
Motion carried unanimously.

ACTION ITEM: ***Donna/Denise*** – **Newsletter:** Place a small announcement in summer newsletter to reflect mygla.org information (see motion above).

6.3.2 Ad contract/terms of use status for real estate listings– DO/WS/RB
Discussion.
ACTION ITEM: ***Daniel*** – Review terms of use with Richard.

6.3.3 Determine whether to offer classified ads to Landowners– DO
Discussion.
UNANIMOUS AGREEMENT: The Board agreed to postpone the consideration of offering classified ads on our website to a later time. The terms of use will need to be created for this feature, etc.

6.3.4 New laptop update: insurance & Asst Admin Secy training –DO (3 min)
Daniel reported that Donna had not yet been trained on laptop and the GLA will need to determine whether there is a need for additional insurance coverage and a lease contract for the laptop, etc. Discussion.
UNANIMOUS AGREEMENT: ***Laura/Richard*** – Add to the list for attorney review: clarify "terms of use" for contractors/employees using GLA office equipment.

6.3.5 Proposal to Create Legal Officer and Committee – DO (added to agenda)
Daniel stated that he believed the Bylaws suggest that the GLA create a legal committee and a legal officer.
MOTION: Daniel motioned and Clare seconded to create a legal committee and a legal officer role, which Daniel would like to fill.
Discussion included that the Board has given the Executive Committee the responsibility of researching and working on complaints and issues of a legal nature prior to presenting the issues to the Board for vote. This committee acts under the direction of the whole Board; it also interacts with the GLA attorney when directed by the Board.
Motion did not carry. *(Daniel then withdrew this motion.)*
Discussion.

7. **NEW BUSINESS**

7.1 Project Review – AA/RS (5 min)

7.1.1 Lot 40-E (SG)/Les Seago – Residence/well/septic/driveway - AA

Alyssa reviewed the application. Discussion.

MOTION: Alyssa motioned and Clare seconded to approve Les Seago's Lot 40-E (SG)s residence/well/septic/driveway application based on the following conditions: (1) All disturbed land is reseeded after construction; (2) All necessary permits are obtained, and (3) The owner of this lot must sign the application. **Motion carried unanimously.**

7.1.2 Lot 32-A-3 (SG)/Pedro A. Pinardo – Driveway application - AA

Alyssa reported that she received the application earlier in the day. Discussion included: (a) Determination of the exact location of the driveway; (b) Pedro was requested to provide Park County's final subdivision plat map and conditions of approval. .

MOTION: Alyssa motioned and Clare seconded to approve placement of a driveway on Pedro Pinardo's Lot 32-A-3 (SG) with the condition that disturbed land be reseeded after construction. This motion does not approve any permanent structures. **Motion carried unanimously.**

7.2 Website – DO

7.2.1 Ad letter to realtors – AA/DO Tabled.

7.3 Election Committee (added to agenda)

It was noted that the chair for the Election Committee had not yet been selected. Sheridan, who chaired the Election Committee last year, volunteered to chair it again in 2010

UNANIMOUS AGREEMENT: The Board agreed to have Sheridan chair the Election Committee.

8. **Comment Period for Visiting Landowners.**

Darryl Windorski – (1) Shared concern regarding assessment increases; (2) Suggested interested Landowners with skills could help with road maintenance and snow plowing; (3) Suggested the GLA advertise for landowners to submit bids on road work, etc. Discussion.

Val O'Connell – (1) Inquired how the PVRC budget could be utilized; (2) Recommended putting weed map on website; (3) Recommended establishment of legal officer and committee

ACTION ITEM: ***Donna*** – Write a brief article in the newsletter inviting licensed, e experienced and qualified individuals, who are interested in working on GLA roads, to offer bids to the Road Committee. Consult with William Smith to determine content.

9. **Adjournment: 10:30 p.m.**

10. **Next meeting: August 9, 2010, St. John's Church**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

July 12, 2010 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. Call to order, opening prayer
2. Set Agenda *(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)*
3. Approve Meeting Minutes of June 14, 2010 – (5 min.)
4. Treasurer Reports-Budget Variance, Check & Deposit – SS (5 min)
5. Officers' Reports
   - 5.1 Summer Newsletter report – LB/DOK (5 min)
   - 5.2 Report on lien research – RB (5 min)
   - 5.3 Review the procedure for bringing motions to the Board – LB (2 min)
   - 5.4 Review purpose of development of Policies & Procedures – LB (2 min)
   - 5.5 Review guidelines/parameters for holding confidential meetings – LB (3 min)
   - 5.6 Vote re: consulting attorney for legal review of list of policies – LB (5 min)
6. UNFINISHED BUSINESS
   - 6.1 Research update on K. Ramp's easement as requested by DeGraff's – RB (5 min)
   - 6.2 Road & Weed Committee –WS/RS
     - 6.2.2 South Glastonbury Fire Pond – WS/RS (5 min)
     - 6.2.3 Letter draft re: encroachments of landowner easements –WS (5 min)
     - 6.2.4 Dry Creek maintenance position and negotiation updates - WS (5 min)
     - 6.2.5 Map showing locations of known weed infestations – GB/RS (3 min)
   - 6.3 Website
     - 6.3.1 Votes re: updated website – DO/DOK (5min)
     - 6.3.2 Ad contract/disclaimer status for real estate listings– DO/WS/RB - (3 min)
     - 6.3.3 Determine whether to offer classified ads to Landowners– DO (3min)
     - 6.3.4 New laptop update: insurance & Asst Admin Secy training –DO (3 min)
7. NEW BUSINESS
   - 7.1 Project Review – AA/RS (5 min)
     - 7.1.1 Lot 40-E (SG)/Les Seago – Residence/well/septic/driveway - AA (5 min)
   - 7.2 Website – DO
     - 7.2.1 Ad letter to realtors – AA/DO (3 min)
8. Comment Period for Visiting Landowners. (5-10 min.)
9. Adjournment
10. Next meeting: August 9, 2010, St. John's Church

07/09/10

Glastonbury Landowner's Association

2010 Budget Variance Report

January through June 2010

	Jan - Jun 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	70.00			
110. NG Dwelling 2008	442.30			
110. SG Dwelling 2008	249.29			
111. NG Dwelling 2009	1,862.55			
111. SG Dwelling 2009	1,771.33			
112. NG Dwelling 2010	15,459.08	26,454.00	-10,994.92	58.4%
112. SG Dwelling 2010	13,301.58	18,622.00	-5,320.42	71.4%
129. Land 2003	110.00			
130. Land 2004	174.12			
131. Land 2005	132.00			
132. Land 2006	132.00			
133. Land 2007	275.14			
134. NG Land 2008	413.52			
134. SG Land 2008	447.05			
135. NG Land 2009	2,114.04			
135. SG Land 2009	2,554.32			
136. NG Land 2010	20,051.32	29,765.00	-9,713.68	67.4%
136. SG Land 2010	23,149.36	33,012.00	-9,862.64	70.1%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	683.90			
161. Penalties Late Accounts	257.03			
Total 100. Parcel Assessment Fees	88,329.43	117,212.00	-28,882.57	75.4%
200. Project Review Fees				
201. Application Fee	125.00			
202. IF - House	350.00			
203. IF - Structures 200/800sf	150.00			
204. IF - Structures Over 800sf	250.00			
206. IF - Driveway	75.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	135.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	1,210.00	3,325.00	-2,115.00	36.4%
300. Roads				
301. CUT - Road Paving Loan	761.55	2,200.00	-1,438.45	34.6%
Total 300. Roads	761.55	2,200.00	-1,438.45	34.6%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	36.57			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	36.57	100.00	-63.43	36.6%
800. NG Chip Seal Income				
A12O. Chip Seal-1 payment/dwell	665.75			
A12Q. ChipSeal- 5 payments/dwel	10,074.10	18,050.00	-7,975.90	55.8%
A12R. ChipSeal-5 payments/land	2,190.32	3,610.00	-1,419.68	60.7%
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	16,033.17	21,660.00	-5,626.83	74.0%
Total Income	106,420.72	144,497.00	-38,076.28	73.6%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through June 2010

	Jan - Jun 10	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02C. High South Glastonbury	675.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	875.00	4,000.00	-3,125.00	21.9%
A03. Contractors - Weed Contrl	0.00	3,700.00	-3,700.00	0.0%
A05. Equipment Reg & Ins	1,342.00	2,500.00	-1,158.00	53.7%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	182.13	800.00	-617.87	22.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	2,000.00	3,500.00	-1,500.00	57.1%
A11. Miscellaneous - Other	644.01			
Total A11. Miscellaneous	2,826.14	4,800.00	-1,973.86	58.9%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	500.00			
A12B. Aries Drive	924.00			
A12C. Capricorn Drive	2,184.00			
A12F. Gemini Road	1,229.00			
A12H-1. Orion Way Flood	450.00			
A12H. Orion Way	300.00			
A12I. Pisces Way	200.00			
A12J. Sirius Drive	930.00			
A12K. Taurus Road	929.00			
A12L. Venus Way	1,209.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	10,000.00	-10,000.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	4,000.00	-4,000.00	0.0%
Total A12. Contractors - NG Road Wrk	8,855.00	14,300.00	-5,445.00	61.9%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	5,670.00			
A13D. Leo Drive	1,100.00			
A13E. Leo Lane	510.00			
A13G. Hercules Road	5,375.00			
A13J. Sagittarius Skyway	950.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	13,605.00	14,300.00	-695.00	95.1%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	42,995.78	83,008.00	-40,012.22	51.8%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	1,327.50			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	1,327.50	3,325.00	-1,997.50	39.9%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through June 2010

	Jan - Jun 10	Budget	$ Over Budget	% of Budget
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C03. Administration	151.00			
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	151.00	2,845.00	-2,694.00	5.3%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	0.00	700.00	-700.00	0.0%
COO-2.03 Virtual Message set-up	1,278.45	1,500.00	-221.55	85.2%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,278.45	4,175.00	-2,896.55	30.6%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	150.60	600.00	-449.40	25.1%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
D03. PVRC - Other	225.00			
Total D03. PVRC	375.60	1,990.00	-1,614.40	18.9%
Total D00. Recreation	375.60	1,990.00	-1,614.40	18.9%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	262.50	300.00	-37.50	87.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	332.25	1,150.00	-817.75	28.9%
J00. Other Projects				
J03.Policies & Procedures	1,160.25	2,400.00	-1,239.75	48.3%
J04. Fence Repair High South GI	324.00			
Total J00. Other Projects	1,484.25	2,400.00	-915.75	61.8%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	772.00	5,980.00	-5,208.00	12.9%
K02. Contractors - Bookkeeper	1,537.50	3,600.00	-2,062.50	42.7%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	461.27	950.00	-488.73	48.6%
K07. Postage and Delivery	284.56	1,200.00	-915.44	23.7%
K08. Monthly Board Meetings	1,558.88	2,855.00	-1,296.12	54.6%
K10. Cash Advance	100.00			
K11. Rent				
K11B. Storage/Boxes	170.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	566.00	540.00	26.00	104.8%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	42.80			
K19. Quarterly Newsletter	638.15	950.00	-311.85	67.2%
Total K00. General Operating Expenses	7,582.16	17,924.00	-10,341.84	42.3%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through June 2010

	Jan - Jun 10	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	281.75	400.00	-118.25	70.4%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
Total M00. Annual Meeting/Elections	456.02	1,565.00	-1,108.98	29.1%
Reconciliation Discrepancies	0.00			
Total Expense	56,443.19	142,635.91	-86,192.72	39.6%
Net Ordinary Income	49,977.53	1,861.09	48,116.44	2,685.4%
Net Income	**49,977.53**	**1,861.09**	**48,116.44**	**2,685.4%**

2010-08-12_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

August 9, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order: The meeting was called to order by President Laura Boise at 7:16 p.m. at St. John's Church.
PRESENT: Laura Boise (President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer (arrived approx 8:30 pm), Daniel O'Connell, William Smith and Clare Parker.
ABSENT: Richard Bolen (Vice-President) aka Richard, Paul Ranttalo and Rich Spallone (aka Rich)
ALSO ATTENDING: Val O'Connell, Kathy Garcia, Sean Halling, Rudy Parker, Ron Wartman and Donna Lash (Asst. GLA Administrative Secretary),

2. Review Meeting Norms
Board members and Landowners read over the Board meeting norms and guidelines listed on the posters which are displayed at each meeting. Laura reviewed the procedure for both Board members and Landowners, who may be interested in bringing motions to the Board for vote. (i.e. The first step includes contacting the appropriate GLA Committee and, if necessary the Administrative Secretary, for initial inquiry and discussion. If the initial inquiry does not produce satisfaction, a written request with specific details is submitted to the Committee. The Committee will compile pertinent research regarding the topic, discuss it and present its recommendation to the Board via a motion or a request for further discussion and/or action.)

3. Set agenda

4. Approve Meeting Minutes on July 12, 2010
Discussion. In Agenda item 6.3.5, Daniel corrected his statement in which he said he believed the Bylaws "require" to he believed they "suggest" that the GLA to create a legal committee and legal officer.
MOTION: Alyssa motioned and Sheridan seconded to approve the July 12, 2010 minutes as amended. **Motion carried.** (1 abstention – Janet, who did not attend the July meeting)

5. Treasurer's Report – Budget Variance, Check & Deposit – SS
Sheridan reviewed the reports.
UNANIMOUS AGREEMENT: The Board agreed to accept the Budget Variiance, Check and Deposit Reports of July 2010.

6. Officer Reports

6.1 Report on items to be reviewed by attorney – LB/RB
Laura reported that she is working with various Board members and Administrative Secretary to compile, research and present summaries and questions concerning an extensive list of items needing legal review and written response by our attorney.
ACTION ITEM: ***Sheridan***– Compile the pending fiscal concerns that need legal review
ACTION ITEM: ***Daniel*** – Summarize pending questions regarding function of Executive Committee and procedures for private board meetings.
ACTION ITEM: ***Denise*** – Compile any other administrative questions that need legal review.

7. UNFINISHED BUSINESS

7.1 Complaints - RB

7.1.1 Report re: Meeting w/Park County Director of Environmental Health re: K. Ullrich property/Parcel (NG) – LB

Laura reported that there is a timely renewed networking effort involving the Park County Environmental Health Director Barbara Woodbury, relatives of Kathleen Ullrich, and the GLA to create a plan of action for K Ullrich to resolve some alleged non-compliant property use matters.
ACTION ITEM: ***Laura*** – Continue to coordinate GLA assistance as needed to bring K. Ullrich's property into compliance with property and sanitation laws

Kathy Garcia, neighbor of Ullrich, thanked Laura and the GLA for helping to resolve an encroachment onto the Garcia property. Kathy stated she is willing to negotiate a new boundary line with Ullrich and that when the matter is resolved, she intends to erect a fence to mark the line.

7.1.2 Complaint updates – RB tabled

7.2 Road and Weed Committee – WS/RS

7.2.1 Letter re: encroachments on landowners easements/driveway for atty review WS/RS Discussion.
ACTION ITEM: ***Road Committee*** – Work on encroachment letter at Road Committee Meeting scheduled for week of August 16, 2010.
ACTION ITEM: ***William*** – Complete draft of encroachment letter and give to Richard for review.

7.2.2 Report on research on taxes paid in different areas of GLA – DO
Discussion. .
ACTION ITEM: ***Daniel*** – Use County Records to document county real estate tax payments made by Glastonbury residents and give the research to William
ACTION ITEM: ***William*** - Use Daniel's research on real estate tax data paid by Glastonbury residents in the ongoing negotiations with the county about the maintenance of Dry Creek Road.

7.2.3 Report on July weed sprayer and outline of spray areas – GD
Gerald announced that the spraying was done at the end of July and that there were no requests for GLA assistance with weed management. Discussion included removing cheat grass in the fall.
ACTION ITEM: ***Gerald/ Donna*** –Write a newsletter article suggesting both chemical and natural management techniques for cheat grass and note that fall is an ideal time to reseed a former cheat grass area.
ACTION ITEM: ***Laura*** - Research natural cheat grass management methods.

7.3.1 Website Committee – DO
Daniel reported that his work on the terms of use for potential real estate listings on the GLA web site has been given to Richard for review.
UNANIMOUS AGREEMENT: The Board agreed to accept the terms of use for the GLA website as will be recommended by Richard and Daniel.

Daniel said work is underway with Denise to get both the current and some of the older newsletters up on the website.
ACTION ITEM: ***Denise*** - Create pdf format for old newsletters and send to Daniel to upload on website.
ACTION ITEM: ***Denise*** - Email existing election bios to board members for updating.
ACTION ITEM: ***Board*** - Update bios that Denise will email to you. Email these back to Denise, who will then forward to Daniel.

8. NEW BUSINESS

8.1 Project Review – AA

8.1.1 Lot 51-E (NG), Jane and David Hohman – Review of potential bldg site - AA

Alyssa reviewed. Discussion.

MOTION: Alyssa motioned and William seconded to approve Jane and David Hohman's application for the proposed home site on Lot 51-E (NG) with the condition that the 50 ft. setback requirement be adhered to for any future home site development, and that project plans shall be submitted to the Project Review Committee prior to any such development. **Motion carried unanimously.**

8.1.2 Lot 35-A (SG), Ed Dobrowski, Greenhouse & Chicken Coop - AA

Alyssa reviewed. Discussion.

MOTION: Alyssa motioned and Sheridan seconded to approve Ed Dobrowski's application for a greenhouse and chicken coop with the condition that all disturbed land is to be reseeded and that an electrical permit be acquired if any electricity were to be installed. **Motion carried unanimously.**

8.1.3 Parcel 40 (NG), Lot 1, Lisa and William Buford, Variance request for additional full-time residence - AA

Alyssa reviewed. Discussion.

MOTION: Alyssa motioned and Sheridan seconded to have the Project Review Committee begin the variance process as requested by the Bufords. **Motion carried. (1 abstention – William)**

8.1.4 Parcel 89 (SG), Sean Halling, Manufactured Home Placement – AA

Alyssa reviewed. Discussion.

MOTION: Alyssa motioned and Sheridan seconded to approve Sean Halling's application for the placement of a manufactured home with the condition that any disturbed land is to be reseeded. **Motion carried unanimously.**

The board reminded Sean, who was present at the meeting, of the limited ability of the GLA to provide snow removal services to Sagittarius Skyway as outlined in our Road Policy document.

9. **Comment Period for Visiting Landowners.**

Rudy Parker: Based on a prior statement by Daniel regarding an invoice from Rudy Parker, former GLA Webmaster, Daniel apologized to Rudy and stated the invoice was in perfect order and that Rudy had done fine work in the past and he recommended Rudy for future GLA jobs.

Val O'Connell: Requested: (1) Landowners who attend board meetings receive the same handouts as board members, (2) GLA legal matters be handled by a legal committee

ACTION ITEM: ***Laura*** – Add to attorney review: giving Landowners at Board Meetings the s same handouts as Board Members

9. **Adjournment:** The meeting adjourned at 9:00 p.m.

10. **Next meeting:** September 13, 2010 6:45 p.m.at St. John's Church.

2010-08-12_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

August 9, 2010, 6:45 – 8:30 pm

St. John's Church, Emigrant, MT

1. **Call to order, opening prayer**
2. **Review Meeting Norms**
3. **Set Agenda** ***(All proposed agenda items must first be sent to the appropriate Committee Chair or Officer at least 15 days prior to the meeting. If, at the beginning of the meeting, the Board receives additional items of a timely nature, it will determine if these should be added to the agenda at that time.)***
4. **Approve Meeting Minutes of July 12, 2010 – (5 min.)**
5. **Treasurer Reports-Budget Variance, Check & Deposit – SS (5 min)**
6. **Officers' Reports**
   - **6.1 Report on items to be reviewed by attorney – LB/RB (5 min)**
   - **6.2 Report on lien research –RB**
7. **UNFINISHED BUSINESS**
   - **7.1 Complaints -RB**
     - **7.1.1 Report re: mtg w/Park County Dir. of Environment Health re: K. Ullrich issue – LB (5 min)**
     - **7.1.2 Complaint updates - RB**
   - **7.2 Road & Weed Committee –WS/RS**
     - **7.2.1 Letter re: encroachments of landowner easements/driveways for atty review WS/RS (5 min)**
     - **7.2.2 Report re research on taxes paid in different areas of GLA - DO (5 min)**
     - **7.2.3 Report on July weed spraying – GD**
       - **7.1.3.1 Contact with weed sprayer and outline of spray areas – GD (3 min)**
       - **7.1.3.2 Report on map locating known high density weed areas – GD (2 min)**
   - **7.3 Website Committee - DO**
     - **7.3.1 Report on terms of use for real estate listings – DO/RB (3 min)**
8. **NEW BUSINESS**
   - **8.1 Project Review – AA/RS (15 min)**
     - **8.1.1 Lot 51-E NG, Jane and David Hohman, Review of potential building site**
     - **8.1.2 Lot 35-A SG, Ed Dobrowski, Greenhouse**
     - **8.1.3 Parcel 89 SG, Sean Halling, Residence**
     - **8.1.4 Parcel 40 NG, Lot 1, Lisa & William Buford, Variance Request for Additional Comment Period for Visiting Landowners (5-1min.)**
9. **Adjournment**
10. **Next meeting: September 13, 2010, St. John's Church**

Glastonbury Landowner's Association

2010 Budget Variance Report

January through July 2010

	Jan - Jul 10	Budget	$ Over B...	% of Bu...
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	70.00			
110. NG Dwelling 2008	477.30			
110. SG Dwelling 2008	249.29			
111. NG Dwelling 2009	1,891.05			
111. SG Dwelling 2009	1,946.05			
112. NG Dwelling 2010	17,017.80	26,454.00	-9,436.20	64.3%
112. SG Dwelling 2010	14,377.06	18,622.00	-4,244.94	77.2%
129. Land 2003	110.00			
130. Land 2004	194.12			
131. Land 2005	132.00			
132. Land 2006	132.00			
133. Land 2007	275.14			
134. NG Land 2008	448.52			
134. SG Land 2008	482.05			
135. NG Land 2009	2,182.04			
135. SG Land 2009	2,729.04			
136. NG Land 2010	21,854.00	29,765.00	-7,911.00	73.4%
136. SG Land 2010	24,622.36	33,012.00	-8,389.64	74.6%
150. GAV	7,019.25	9,359.00	-2,339.75	75.0%
160. Finance Chrgs Late Accnts	721.63			
161. Penalties Late Accounts	288.07			
Total 100. Parcel Assessment Fees	97,218.77	117,212.00	-19,993.23	82.9%
200. Project Review Fees				
201. Application Fee	125.00			
202. IF - House	350.00			
203. IF - Structures 200/800sf	150.00			
204. IF - Structures Over 800sf	250.00			
206. IF - Driveway	75.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	135.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	1,210.00	3,325.00	-2,115.00	36.4%
300. Roads				
301. CUT - Road Paving Loan	761.55	2,200.00	-1,438.45	34.6%
Total 300. Roads	761.55	2,200.00	-1,438.45	34.6%
400. Liens				
401. Landowner Filing Fee	100.00			
Total 400. Liens	100.00			
500. Interest Earned				
501. Savings Interest	36.57			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	36.57	100.00	-63.43	36.6%
700. Other Income				
703. Website Reality Listing	15.00			
Total 700. Other Income	15.00			
800. NG Chip Seal Income				
A12O. Chip Seal-1 payment/dwell	665.75			
A12Q. ChipSeal- 5 payments/dwel	11,460.42	18,050.00	-6,589.58	63.5%
A12R. ChipSeal-5 payments/land	2,414.63	3,610.00	-1,195.37	66.9%
A12S. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	17,643.80	21,660.00	-4,016.20	81.5%
Total Income	116,985.69	144,497.00	-27,511.31	81.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through July 2010

	Jan - Jul 10	Budget	$ Over B...	% of Bu...
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02C. High South Glastonbury	675.00			
A02. Contractors - Snow Removal - ...	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	875.00	4,000.00	-3,125.00	21.9%
A03. Contractors - Weed Contrl	0.00	3,700.00	-3,700.00	0.0%
A05. Equipment Reg & Ins	2,684.00	2,500.00	184.00	107.4%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	182.13	800.00	-617.87	22.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	2,800.00	3,500.00	-700.00	80.0%
A11. Miscellaneous - Other	644.01			
Total A11. Miscellaneous	3,626.14	4,800.00	-1,173.86	75.5%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	500.00			
A12B. Aries Drive	924.00			
A12C. Capricorn Drive	2,184.00			
A12F. Gemini Road	1,229.00			
A12H-1. Orion Way Flood	450.00			
A12H. Orion Way	300.00			
A12I. Pisces Way	200.00			
A12J. Sirius Drive	930.00			
A12K. Taurus Road	929.00			
A12L. Venus Way	1,209.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	10,000.00	-10,000.00	0.0%
A12. Contractors - NG Road Wrk - O...	0.00	4,000.00	-4,000.00	0.0%
Total A12. Contractors - NG Road Wrk	8,855.00	14,300.00	-5,445.00	61.9%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	5,670.00			
A13D. Leo Drive	1,100.00			
A13E. Leo Lane	510.00			
A13G. Hercules Road	5,375.00			
A13J. Sagittarius Skyway	950.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - O...	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	13,605.00	14,300.00	-695.00	95.1%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	45,137.78	83,008.00	-37,870.22	54.4%
A12. ChSeal Investor2010pymt	19,807.91	19,798.91	9.00	100.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	1,327.50			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	1,327.50	3,325.00	-1,997.50	39.9%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through July 2010

	Jan - Jul 10	Budget	$ Over B...	% of Bu...
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C03. Administration	151.00			
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	151.00	2,845.00	-2,694.00	5.3%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	0.00	700.00	-700.00	0.0%
COO-2.03 Virtual Message set-up	1,278.45	1,500.00	-221.55	85.2%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,278.45	4,175.00	-2,896.55	30.6%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	216.93	600.00	-383.07	36.2%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
D03. PVRC - Other	225.00			
Total D03. PVRC	441.93	1,990.00	-1,548.07	22.2%
Total D00. Recreation	441.93	1,990.00	-1,548.07	22.2%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	262.50	300.00	-37.50	87.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	332.25	1,150.00	-817.75	28.9%
J00. Other Projects				
J03.Policies & Procedures	1,160.25	2,400.00	-1,239.75	48.3%
J04. Fence Repair High South Gl	324.00			
Total J00. Other Projects	1,484.25	2,400.00	-915.75	61.8%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	772.00	5,980.00	-5,208.00	12.9%
K02. Contractors - Bookkeeper	1,785.00	3,600.00	-1,815.00	49.6%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	548.25	950.00	-401.75	57.7%
K07. Postage and Delivery	328.56	1,200.00	-871.44	27.4%
K08. Monthly Board Meetings	1,866.38	2,855.00	-988.62	65.4%
K10. Cash Advance	0.00			
K11. Rent				
K11B. Storage/Boxes	170.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	566.00	540.00	26.00	104.8%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	42.80			
K19. Quarterly Newsletter	829.40	950.00	-120.60	87.3%
Total K00. General Operating Expenses	8,359.39	17,924.00	-9,564.61	46.6%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through July 2010

	Jan - Jul 10	Budget	$ Over B...	% of Bu...
M00. Annual Meeting/Elections				
M01. Contractors	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	281.75	400.00	-118.25	70.4%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
Total M00. Annual Meeting/Elections	456.02	1,565.00	-1,108.98	29.1%
Reconciliation Discrepancies	0.00			
Total Expense	79,236.66	142,635.91	-63,399.25	55.6%
Net Ordinary Income	37,749.03	1,861.09	35,887.94	2,028.3%
Net Income	**37,749.03**	**1,861.09**	**35,887.94**	**2,028.3%**

2010-09-13_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

September 13, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. Call to order.

The meeting was called to order by Richard at 7:15 p.m., at St. John's Church.
PRESENT: Richard Bolen (Vice President) aka Richard, Sheridan Stenberg (Treasurer), Alyssa Angelis, Gerald Dubiel, Neil Kremer, Daniel O'Connell, and William Smith,
ABSENT: Laura Boise (President), Janet Naclerio (Secretary), Clare Parker, Paul Ranttalo, Rich Spallone (aka Rich)
ALSO ATTENDING: Donna Lash (GLA Assistant Administrative Secretary), Kristi Sones, Valerie O'Connell and Ben Barnard.

2. Meeting norms

3. Set agenda

4. Approve Meeting Minutes of August 9, 2010

Discussion. Alyssa reported some minor edits needed for 8.1 Project Review.
MOTION: Sheridan motioned and Alyssa seconded to approve the August 9, 2010 minutes with amendments which Alyssa will email to Donna. **Motion carried.** (1 abstention – Richard, who did not attend the meeting)
ACTION ITEM: ***Alyssa*** **-** Send approved edits for section 8.1 of the August 9, 2010 minutes to Donna.

5. Treasurer Reports - Budget Variance, Check & Deposit – SS

MOTION: Alyssa motioned and Daniel seconded to approve the August 2010 Treasurer Reports. **Motion carried unanimously.**

6. Officers' Reports

6.1 Announce Budget Planning Committee

Sheridan announced that the annual Budget Committee Meeting will be held Thursday, September 30, 7:00 pm at Sheridan's home. All board members are invited. Discussion. Note: Email notification of this meeting has already been sent to all board members.

7. NEW BUSINESS

7.1 Election Committee – SS/Board

Discussion.

7.1.1 Update re: Board candidate nominations

Discussion included Gerald and Sheridan announcing their decision to run and Alyssa expressing she was in process of making this determination. It was reported that Rich sent an email message stating he would run if the Board would want him to do so. Discussion. Alyssa nominated Rich as a candidate for the November 13 elections..
ACTION ITEM: ***Donna*** **-** Call Rich Spallone to tell him he has been nominated by Alyssa for re-election to the Board.

7.1.2 October election mailing.

Sheridan expects the mailing to be done by October 11, 2010.

File: MtgMins 09 13 10 FINAL
Draft (s): 07 21 13 - FINAL
Final Approval: 10 04 10

8. UNFINISHED BUSINESS

8.1 Complaints – RB Tabled

8.2 Road and Weed Committee – WS/RS

8.2.1 Report on encroachment letter to landowners re easements/driveway - WS
William said it is still on the table, as he has not had time to work on it.
ACTION ITEM: ***William*** - Draft letter to Landowners explaining their potential liability of their land uses, which encroach on road easements; send draft to Richard to review from a legal perspective.

8.2.2 Report on county tax payments from Glastonbury – DO
Discussion. Daniel will continue to research this information for use in a letter to be written by Walter Wunsch regarding Dry Creek Road.
ACTION ITEM: ***Daniel*** - Continue research into the amount of real estate tax that is generated for Park County by Glastonbury landowners and provide this information to William and Walter.

8.3 Website Committee

8.3.1 Report on status of "Terms of Use" for potential real estate listings on the GLA web site.
Discussion. Daniel said the new site is close to completion.

9. NEW BUSINESS

9.1 Project Review Committee – AA/RS

9.1.1 Lot 40-1, NG – Lisa Buford House Addition and Shed Placement –AA
Discussion.
Motion: Alyssa motioned and Gerald seconded to approve the Lisa Buford house addition and shed placement on Lot 40-1 (NG) on the condition that electrical and plumbing permits are obtained. **Motion carried.** (1 abstention - William)

10. Comment period for Visiting Landowners.
Val O'Connell submitted comments and requests on the Landowner Comment form and reviewed them verbally.
ACTION ITEM: ***Denise*** – Add Val's requests to current list of questions to be presented to our attorney.

11. Adjournment: The meeting adjourned at 9:07 pm.

12. Next meeting: October 4, 2010, 6:45 pm., St. John's Church.

File: MtgMins 09 13 10 FINAL
Draft (s): 07 21 13 - FINAL
Final Approval: 10 04 10

2010-09-13_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

September 13, 2010 6:45 pm

1. Call to order, opening
2. Review Meeting Norms
3. Set agenda
4. Approve Meeting Minutes on August 9, 2010
5. Treasurers Report Budget Variance, Check & Deposit SS
6. Officer Reports
   - 6.1 Announce Budget Planning Committee Meeting for Board Members SS
7. NEW BUSINESS
   - 7.1.1 Elections SS
     - 7.1.1.1 Update re: Board Candidate Nominations- SS
     - 7.1.1.2 October Election Mailing - SS
8. UNFINISHED BUSINESS
   - 8.1 Complaints - RB
     - 8.1.1 Complaint updates on various issues RB (5 min)
   - 8.2 Road and Weed Committee WS/RS
     - 8.2.1 Report on encroachment letter to landowners re easements/driveway - WS/RS (2 min)
     - 8.2.2 Report on county tax payments from Glastonbury DO (3 min)
   - 8.3 Website Committee DO
     - 8.3.1 Report on status of Terms of Use for potential real estate listings on the GLA web site RB/DO (3 min)
9. NEW BUSINESS
   - 9.1 Project Review AA
     - 9.1.1 Parcel 40,Lot1, NG - Lisa Buford House Addition and Shed Placement
10. Comment Period for Visiting Landowners.
11. Adjournment
12. Next meeting: October 4, 2010 6:45 p.m., St. Johns Church.

Glastonbury Landowner's Association

2010 Budget Variance Report

January through September 2010

	Jan - Sep 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	110.90			
106. Dwelling 2004	11.60			
110. NG Dwelling 2008	485.96			
110. SG Dwelling 2008	269.29			
111. NG Dwelling 2009	1,952.39			
111. SG Dwelling 2009	1,996.05			
112. NG Dwelling 2010	18,828.81	26,454.00	-7,625.19	71.2%
112. SG Dwelling 2010	15,961.95	18,622.00	-2,660.05	85.7%
129. Land 2003	150.89			
130. Land 2004	245.73			
131. Land 2005	132.00			
132. Land 2006	132.00			
133. Land 2007	275.14			
134. NG Land 2008	457.18			
134. SG Land 2008	572.05			
135. NG Land 2009	2,243.38			
135. SG Land 2009	2,779.04			
136. NG Land 2010	23,582.49	29,765.00	-6,182.51	79.2%
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150. GAV	7,019.25	9,359.00	-2,339.75	75.0%
160. Finance Chrgs Late Accnts	740.05			
161. Penalties Late Accounts	343.68			
Total 100. Parcel Assessment Fees	105,469.21	117,212.00	-11,742.79	90.0%
200. Project Review Fees				
201. Application Fee	250.00			
202. IF - House	850.00			
203. IF - Structures 200/800sf	300.00			
204. IF - Structures Over 800sf	350.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
207. IF - Septic	150.00			
209. IF - Mobile Home	100.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	335.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	2,610.00	3,325.00	-715.00	78.5%
300. Roads				
301. CUT - Road Paving Loan	1,131.95	2,200.00	-1,068.05	51.5%
Total 300. Roads	1,131.95	2,200.00	-1,068.05	51.5%
400. Liens				
401. Landowner Filing Fee	100.00			
Total 400. Liens	100.00			
500. Interest Earned				
501. Savings Interest	49.52			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	49.52	100.00	-50.48	49.5%
700. Other Income				
703. Website Reality Listing	15.00			
708. Sale of computer	600.00			
Total 700. Other Income	615.00			

Glastonbury Landowner's Association

2010 Budget Variance Report

January through September 2010

	Jan - Sep 10	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02C. High South Glastonbury	675.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	875.00	4,000.00	-3,125.00	21.9%
A03. Contractors - Weed Contrl	2,126.00	3,700.00	-1,574.00	57.5%
A05. Equipment Reg & Ins	2,684.00	2,500.00	184.00	107.4%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	44.01	155.00	-110.99	28.4%
A11. Miscellaneous				
A11A. Fuel	182.13	800.00	-617.87	22.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	3,600.00	3,500.00	100.00	102.9%
A11. Miscellaneous - Other	600.00			
Total A11. Miscellaneous	4,382.13	4,800.00	-417.87	91.3%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	500.00			
A12B. Aries Drive	924.00			
A12C. Capricorn Drive	2,409.00			
A12F. Gemini Road	1,229.00			
A12H-1. Orion Way Flood	450.00			
A12H. Orion Way	300.00			
A12I. Pisces Way	200.00			
A12J. Sirius Drive	930.00			
A12K. Taurus Road	929.00			
A12L. Venus Way	1,209.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	9,080.00	14,300.00	-5,220.00	63.5%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	5,670.00			
A13D. Leo Drive	1,100.00			
A13E. Leo Lane	510.00			
A13G. Hercules Road	5,375.00			
A13J. Sagittarius Skyway	950.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	13,605.00	14,300.00	-695.00	95.1%
A14. Roads/Common Land Ins	5,472.14	5,528.00	-55.86	99.0%
A15. Contingency Fund	324.00	2,000.00	-1,676.00	16.2%
Total A00. Roads & Weeds	61,641.24	83,008.00	-21,366.76	74.3%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	1,327.50			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	1,327.50	3,325.00	-1,997.50	39.9%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through September 2010

	Jan - Sep 10	Budget	$ Over Budget	% of Budget
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C03. Administration	211.00			
C04. Legal Fees	267.50	870.00	-602.50	30.7%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	478.50	2,845.00	-2,366.50	16.8%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	179.45	700.00	-520.55	25.6%
COO-2.03 Virtual Message set-up	1,099.00	1,500.00	-401.00	73.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,278.45	4,175.00	-2,896.55	30.6%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	407.90	600.00	-192.10	68.0%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	407.90	1,990.00	-1,582.10	20.5%
Total D00. Recreation	407.90	1,990.00	-1,582.10	20.5%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	457.50	300.00	157.50	152.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	527.25	1,150.00	-622.75	45.8%
J00. Other Projects				
J03.Policies & Procedures	1,310.25	2,400.00	-1,089.75	54.6%
Total J00. Other Projects	1,310.25	2,400.00	-1,089.75	54.6%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,027.00	5,980.00	-4,953.00	17.2%
K02. Contractors - Bookkeeper	2,250.00	3,600.00	-1,350.00	62.5%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	554.75	950.00	-395.25	58.4%
K07. Postage and Delivery	372.56	1,200.00	-827.44	31.0%
K08. Monthly Board Meetings	2,226.38	2,855.00	-628.62	78.0%
K10. Cash Advance	0.00			
K11. Rent				
K11B. Storage/Boxes	270.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	666.00	540.00	126.00	123.3%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	42.60			
K19. Quarterly Newsletter	959.40	950.00	9.40	101.0%
Total K00. General Operating Expenses	9,719.89	17,924.00	-8,204.11	54.2%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through September 2010

	Jan - Sep 10	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M03. Administration	90.00	890.00	-800.00	10.1%
M04. Postage and Delivery	281.75	400.00	-118.25	70.4%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
M08. Copies	81.96			
Total M00. Annual Meeting/Elections	627.98	1,565.00	-937.02	40.1%
Reconciliation Discrepancies	0.00			
Total Expense	77,779.14	142,635.91	-64,856.77	54.5%
Net Ordinary Income	51,532.38	1,861.09	49,671.29	2,768.9%
Net Income	**51,532.38**	**1,861.09**	**49,671.29**	**2,768.9%**

2010-10-04_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

October 4, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Laura at 7:22 p.m., at St. John's Church.
   PRESENT: Laura Boise (President), Sheridan Stenberg (Treasurer), Alyssa Angelis, Neil Kremer, Daniel O'Connell, Paul Ranttalo, Rich Spallone (aka Rich) and William Smith.
   ABSENT: Richard Bolen (Vice President) aka Richard, Janet Naclerio (Secretary), Clare Parker, and Gerald Dubiel.
   ALSO ATTENDING: Donna Lash (GLA Assistant Administrative Secretary) Danilie Howe, and Valerie O'Connell.

2. **Review Meeting Norms**

3. **Set Agenda**

4. **Approve Meeting Minutes of September 13, 2010**
   Discussion.
   MOTION: Sheridan motioned and Neil seconded to approve the September 13, 2010 minutes. **Motion carried.** (3 abstentions – Laura, Paul and Rich who did not attend the meeting.)

5. **Treasurer Reports - Budget Variance, Check & Deposit – SS**
   UNANIMOUS CONSENT: The Treasurer's reports for September, 2010 were accepted.

6. **Officers' Reports**
   6.1 Update re: collection of pending legal matters for attorney review – LB
   Discussion.
   ACTION ITEM: ***Daniel*** – Compile list of questions about the GLA's compliance with State requirements and take to Executive Committee for recommendations.
   6.2 Proposed Covenant Amendment re: Lien Collections on Foreclosed Properties – LB/SS
   Discussion.
   MOTION: Sheridan motioned, seconded by Rich, to authorize Laura to consult with legal counsel to create a proposal to amend the GLA Covenants and/or Bylaws to allow the GLA to pursue a lien through foreclosure, bankruptcy, or Sheriff's sale.
   Motion carried unanimously.
   ACTION ITEM: ***Laura*** **-** Draft an amendment, using the format of past amendments to the Bylaws and/or Covenants as appropriate, and then seek legal review of the amendment.
   a) **Vote to approve amendment content**
   Discussion.
   UNANIMOUS CONSENT: The Board agreed to approve whatever legal counsel recommends regarding an amendment to either the Bylaws or Covenants that will give the GLA standing to collect on liens at time of property foreclosures, bankruptcy or Sheriff's sale.
   b) **Vote to approve submitting amendment to attorney for review**
   This vote is included in 6.2.a, unanimous agreement (see above).

c) **Determine when amendment will be mailed to Landowners for vote**
Discussion included the Board's preference to include the amendment vote in the December Newsletter mailing, however, based on the timing and direction from our legal counsel, it may be mailed at another time.

6.3 Proposed contents of December mailing to Landowners – LB
Discussion. Laura reported to the Board the potential contents of the December mailing.

6.4 Review Status of Policies & Procedures, Board Meeting Manual, and November 22 Board Orientation Meeting – LB
Discussion. Laura reported that the new Board Meeting Manual is being prepared for the orientation meeting.

6.5 Proposal to Streamline Administrative Duties & Vote – LB/AA
Discussion. Laura presented a proposal to create a Managerial Committee to oversee and facilitate administrative duties on behalf of the Board. Alyssa presented a document outlining the tasks the committee would oversee and facilitate in addition to the financial and other benefits this new committee would offer to the GLA.
MOTION: Sheridan motioned, seconded by Neil, to form the Managerial Committee which will perform duties as outlined in the "Managerial Committee Overview" document as presented by Alyssa at the October 4 Meeting, with the understanding that adjustments to the Committee's purpose and its duties may be modified as needed and approved of by the Board. **Motion carried unanimously.**
ACTION ITEM: ***Alyssa*** – Send updated Managerial Committee document to Donna for inclusion with the minutes.

7. UNFINISHED BUSINESS

7.1 Road and Weed Committee – WS/RS

7.1.1 Report on Encroachment Letter to Landowners re: Easements/Driveway - WS/RS
Discussion.
ACTION ITEM: ***Sheridan*** – Send copy of draft letter to all Board Members.
ACTION ITEM: ***Board*** – Review William's Encroachment Letter and send comments or suggestions to William.

7.1.2 Follow-up on Quonset Hut
Discussion.
UNANIMOUS CONSENT: The Board agreed that the Quonset Hut will have the north end open and the south end closed with doors.

7.2 Website Committee – DO

7.2.1 Discuss & Vote on Final Upgrades to Website
Discussion. Daniel reported that password access for Landowners is not necessary due to the nature of the information being made available on the website, which at this time, is not confidential or private.
UNANIMOUS CONSENT: The new version of the website will not be made accessible to the community until all content has been reviewed by the Managerial Committee and approved by the Board.
ACTION ITEM: ***Managerial Committee*** – Review website content and provide updated or corrected information to Daniel for placing on new website.

7.2.2 Discuss & Vote on How to Handle Old Unused Domain Names (added to agenda)

Discussion.

MOTION: Alyssa motioned and Daniel seconded to not renew the unused domain names that had been reserved for possible use. **Motion carried unanimously.**

7.2.3 Discuss & Vote on Renewing Current Domain Names for 3–5 yrs (added to agenda)

Daniel reviewed with the Board that our new website hosting service, provided by Web Faction, was working well for our needs. He recommended that we continue to use them to host our website for years to come, and that we could receive a discount on the cost by purchasing a 5-year subscription. Discussion.

MOTION: Alyssa motioned, seconded by Rich, to commit to web hosting with Web Faction at the discounted cost of $330 for 5 years. **Motion carried unanimously.**

7.2.4 Discuss & vote on debit card for on-line & over-phone renewals (added to agenda)

Daniel reviewed the circumstances where it was most expedient to be able to make online purchases for the GLA via a debit card. Discussion.

MOTION: Alyssa motioned, seconded by Daniel, that the GLA will acquire a debit card to be used for on-line and phone purchases; any such purchases shall be pre-approved by the Board, and overseen and accounted for by the Treasurer. **Motion carried unanimously.**

ACTION ITEM: ***Sheridan & Managerial Committee*** – Work together to develop letter to the GLA's bank providing Board motion documentation showing debit card acquisition approval; apply for debit card; inform bookkeeper regarding debit card.

8. NEW BUSINESS

8.1 Project Review Committee – AA/RS

8.1.1 Parcel 40, Lot 1 (NG)/Lisa & William Buford: Modification of Addition Placement

Discussion.

UNANIMOUS AGREEMENT – The Board approved the new location of the addition on Parcel 40, Lot 1 (NG)/Lisa & William Buford with the condition that any disturbed land is reseeded.

ACTION ITEM – ***Alyssa & Managerial Committee*** – Send preliminary approval to Lisa & William Buford

8.2 PVRC Committee – LB/JN

8.2.1 Vote on Funds re: Pad Preparation for Chain Link Fencing Donated to the PVRC – LB

Laura reviewed that $500 had been budgeted for 2010, but that it would take an additional $300 toward preparing an area as a first step in the utilization of the donated chain link fencing. Discussion.

MOTION: Alyssa motioned, seconded by William, to allocate $300 in additional funds from what is remaining in the 2010 budget toward preparation of the area for utilization of chain link fencing for the PVRC. **Motion carried unanimously.**

8.4 Budget Committee – SS/JN/LB/RB/WS/AA

8.4.1 Report on 2011 Budget Planning – LB
A proposed budget from the Budget Planning Committee for 2011 was distributed and discussed by the Board.

8.4.2 Vote re: Using 2010 Road Budget Surplus for Fall Grading
Discussion included that 2010 budget money for the roads should be paid to contractors before the year ends so that our budget is balanced for 2010.
UNANIMOUS CONSENT: Approximately $7,000 that is remaining in the current 2010 budget will be allocated to the Fall grading so that it is not carried over to next year's budget.

8.4.3 Vote to Approve 2011 Budget
It was reported that the Quonset Hut requires more money to install than originally estimated.
MOTION: Sheridan motioned, seconded by Alyssa, to adopt the 2011 budget as clarified and amended during the meeting to include an additional $1,860 toward the Quonset Hut installation. **Motion carried unanimously.**

8.5 Election Committee – SS/Board

8.5.1 Planning re: Volunteers for Election Mailing
Tabled.

8.5.2 Planning re: Volunteers for Annual Meeting, November 13, 2010
Discussion.
ACTION ITEM: ***All Board Members*** – Assist in Annual Meeting setup by arriving an hour ahead of time on November 13, 2010.

9. Comment Period for Visiting Landowners
Val offered comments and suggestions to the Board on issues that have been noted by the Board in past meetings.

10. Adjournment: The meeting adjourned at 10:08 pm.

11. Next Meeting: November 8, 2010, 6:45 pm., St. John's Church.

File: MtgMins 10 04 10
Draft (s): 10 23 10 - FINAL
Final Approval: 10 04 10

2010-10-04_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

October 4, 2010 6:45 p.m.

Second Update 10/ 04/10 4:30 p.m.

1. Call to order, opening
2. Review Meeting Norms
3. Set agenda
4. Approve September 13, 2010 Meeting Minutes
5. Treasurer's Report – Budget Variance, Check & Deposit – SS
6. Officer Reports
   - 6.1 Update re: collection of pending legal matters for attorney review – LB (7 min)
   - 6.2 Proposed Covenant amendment re: lien collections on foreclosed properties – LB/SS (15 min)
     - a) Vote to approve amendment content
     - b) Vote to approve submitting amendment to attorney for review
     - c) Vote to determine when amendment will be mailed to Landowners for vote
   - 6.3 Proposed contents of December mailing to landowners – LB (2 min)
   - 6.4 Review Status of Policies & Procedures, New Board Meeting Manual and December 12 Board Orientation Meeting - LB (4 min)
   - 6.5 Proposal to streamline administrative duties & Vote – LB/AA
7. UNFINISHED BUSINESS
   - 7.1 Road and Weed Committee – WS/RS
     - 7.1.1 Report on encroachment letter to landowners re: easements/driveway - WS/RS (2 min)
   - 7.2 Website Committee – DO
     - 7.2.1 Discuss & vote on final upgrades to website – DO (3 min)
     - 7.2.2 Discuss & vote on not renewing old domain names – DO (3min)
     - 7.2.3 Discuss & vote on Renewing current domain for 3-5 yrs – DO (3min)
     - 7.2.4 Discuss & vote on debit card for on-line & over phone renewals – DO
8. NEW BUSINESS
   - 8.1 Project Review Committee –AA/RS
     - 8.1.1 Parcel 40-1 (NG)/Lisa & William Buford: Modification of Addition Placement – WS (5 min)
   - 8.2 PVRC Committee – LB/JN
     - 8.2.1 Vote on funds re: pad preparation for chain link fencing donated to the PVRC – LB (3 min)
   - 8.4 Budget Committee – SS/JN/LB/RB/WS/AA (15 min)
     - 8.4.1 Report on 2011 Budget Planning - LB
     - 8.4.2 Vote re: using road budget surplus for fall grading – LB/WS
     - 8.4.3 Vote to approve 2011 Budget
   - 8.5 Election Committee – SS/Board
     - 8.5.1 Planning re: Volunteers for Election Mailing – SS (2 min)
     - 8.5.2 Planning re: Volunteers for Annual Meeting – SS (3 min)
9. Comment Period for Visiting Landowners
10. Adjournment
11. Next Board Meeting: November 8, 2010, 6:45 p.m. at St. John's Church. (REMINDER: Annual GLA Landowners Meeting/Elections tales place on Saturday, November 13, 2010, 8:45 a.m. – Noon, Emigrant Hall)

10/01/10

Glastonbury Landowner's Association

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Total 400. Liens	100.00			
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500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
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GLA 02826

Glastonbury Landowner's Association

2010 Budget Variance Report

January through September 2010

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A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	875.00	4,000.00	-3,125.00	21.9%
A03. Contractors - Weed Contrl	2,126.00	3,700.00	-1,574.00	57.5%
A05. Equipment Reg & Ins	2,684.00	2,500.00	184.00	107.4%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	44.01	155.00	-110.99	28.4%
A11. Miscellaneous				
A11A. Fuel	182.13	800.00	-617.87	22.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	3,600.00	3,500.00	100.00	102.9%
A11. Miscellaneous - Other	600.00			
Total A11. Miscellaneous	4,382.13	4,800.00	-417.87	91.3%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	500.00			
A12B. Aries Drive	924.00			
A12C. Capricorn Drive	2,409.00			
A12F. Gemini Road	1,229.00			
A12H-1. Orion Way Flood	450.00			
A12H. Orion Way	300.00			
A12I. Pisces Way	200.00			
A12J. Sirius Drive	930.00			
A12K. Taurus Road	929.00			
A12L. Venus Way	1,209.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	9,080.00	14,300.00	-5,220.00	63.5%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	5,670.00			
A13D. Leo Drive	1,100.00			
A13E. Leo Lane	510.00			
A13G. Hercules Road	5,375.00			
A13J. Sagittarius Skyway	950.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	13,605.00	14,300.00	-695.00	95.1%
A14. Roads/Common Land Ins	5,472.14	5,528.00	-55.86	99.0%
A15. Contingency Fund	324.00	2,000.00	-1,676.00	16.2%
Total A00. Roads & Weeds	61,641.24	83,008.00	-21,366.76	74.3%
A12. ChSeal Investor2010pymt	0.00	19,798.91	-19,798.91	0.0%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	1,327.50			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	1,327.50	3,325.00	-1,997.50	39.9%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%

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Glastonbury Landowner's Association

2010 Budget Variance Report

January through September 2010

	Jan - Sep 10	Budget	$ Over Budget	% of Budget
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C03. Administration	211.00			
C04. Legal Fees	267.50	870.00	-602.50	30.7%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	478.50	2,845.00	-2,366.50	16.8%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	179.45	700.00	-520.55	25.6%
COO-2.03 Virtual Message set-up	1,099.00	1,500.00	-401.00	73.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,278.45	4,175.00	-2,896.55	30.6%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	407.90	600.00	-192.10	68.0%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	407.90	1,990.00	-1,582.10	20.5%
Total D00. Recreation	407.90	1,990.00	-1,582.10	20.5%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	310.18	100.00	210.18	310.2%
Total F00. Website	460.18	1,455.00	-994.82	31.6%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	457.50	300.00	157.50	152.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	527.25	1,150.00	-622.75	45.8%
J00. Other Projects				
J03.Policies & Procedures	1,310.25	2,400.00	-1,089.75	54.6%
Total J00. Other Projects	1,310.25	2,400.00	-1,089.75	54.6%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,027.00	5,980.00	-4,953.00	17.2%
K02. Contractors - Bookkeeper	2,250.00	3,600.00	-1,350.00	62.5%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	554.75	950.00	-395.25	58.4%
K07. Postage and Delivery	372.56	1,200.00	-827.44	31.0%
K08. Monthly Board Meetings	2,226.38	2,855.00	-628.62	78.0%
K10. Cash Advance	0.00			
K11. Rent				
K11B. Storage/Boxes	270.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	666.00	540.00	126.00	123.3%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	42.80			
K19. Quarterly Newsletter	959.40	950.00	9.40	101.0%
Total K00. General Operating Expenses	9,719.89	17,924.00	-8,204.11	54.2%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through September 2010

	Jan - Sep 10	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M03. Administration	90.00	890.00	-800.00	10.1%
M04. Postage and Delivery	281.75	400.00	-118.25	70.4%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	174.27			
M08. Copies	81.96			
Total M00. Annual Meeting/Elections	627.98	1,565.00	-937.02	40.1%
Reconciliation Discrepancies	0.00			
Total Expense	77,779.14	142,635.91	-64,856.77	54.5%
Net Ordinary Income	51,532.38	1,861.09	49,671.29	2,768.9%
Net Income	**51,532.38**	**1,861.09**	**49,671.29**	**2,768.9%**

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Glastonbury Landowner's Association

2010 Budget Variance Report

January through October 2010

	Jan - Oct 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	110.90			
106. Dwelling 2004	29.10			
110. NG Dwelling 2008	485.96			
110. SG Dwelling 2008	269.29			
111. NG Dwelling 2009	1,952.39			
111. SG Dwelling 2009	2,120.96			
112. NG Dwelling 2010	20,531.99	26,454.00	-5,922.01	77.6%
112. SG Dwelling 2010	16,600.45	18,622.00	-2,021.55	89.1%
129. Land 2003	150.89			
130. Land 2004	269.11			
131. Land 2005	186.12			
132. Land 2006	132.00			
133. Land 2007	492.64			
134. NG Land 2008	457.18			
134. SG Land 2008	905.28			
135. NG Land 2009	2,243.38			
135. SG Land 2009	3,294.45			
136. NG Land 2010	25,395.23	29,765.00	-4,369.77	85.3%
136. SG Land 2010	28,536.69	33,012.00	-4,475.31	86.4%
150. GAV	9,359.00	9,359.00	0.00	100.0%
160. Finance Chrgs Late Accnts	801.40			
161. Penalties Late Accounts	380.23			
Total 100. Parcel Assessment Fees	114,704.64	117,212.00	-2,507.36	97.9%
200. Project Review Fees				
201. Application Fee	250.00			
202. IF - House	850.00			
203. IF - Structures 200/800sf	300.00			
204. IF - Structures Over 800sf	350.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
207. IF - Septic	150.00			
209. IF - Mobile Home	100.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	335.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	2,610.00	3,325.00	-715.00	78.5%
300. Roads				
301. CUT - Road Paving Loan	1,131.95	2,200.00	-1,068.05	51.5%
Total 300. Roads	1,131.95	2,200.00	-1,068.05	51.5%
400. Liens				
401. Landowner Filing Fee	100.00			
Total 400. Liens	100.00			
500. Interest Earned				
501. Savings Interest	54.22			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	54.22	100.00	-45.78	54.2%
700. Other Income				
701. Miscellaneous	5.00			
703. Website Reality Listing	15.00			
708. Sale of computer	1,100.00			
Total 700. Other Income	1,120.00			

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Glastonbury Landowner's Association

2010 Budget Variance Report

January through October 2010

	Jan - Oct 10	Budget	$ Over Budget	% of Budget
800. NG Chip Seal Income				
801. Chip Seal-1 payment/dwell	847.75			
803. ChipSeal- 5 payments/dwel	14,229.73	18,050.00	-3,820.27	78.8%
804. ChipSeal-5 payments/land	2,569.16	3,610.00	-1,040.84	71.2%
805. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	20,749.64	21,660.00	-910.36	95.8%
Total Income	140,470.45	144,497.00	-4,026.55	97.2%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	100.00			
A02B. South Glastonbury	100.00			
A02C. High South Glastonbury	675.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	875.00	4,000.00	-3,125.00	21.9%
A03. Contractors - Weed Contrl	2,126.00	3,700.00	-1,574.00	57.5%
A05. Equipment Reg & Ins	2,684.00	2,500.00	184.00	107.4%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	44.01	155.00	-110.99	28.4%
A11. Miscellaneous				
A11A. Fuel	182.13	800.00	-617.87	22.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	3,600.00	3,500.00	100.00	102.9%
A11. Miscellaneous - Other	600.00			
Total A11. Miscellaneous	4,382.13	4,800.00	-417.87	91.3%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	500.00			
A12B. Aries Drive	924.00			
A12C. Capricorn Drive	2,409.00			
A12F. Gemini Road	1,229.00			
A12H-1. Orion Way Flood	450.00			
A12H. Orion Way	300.00			
A12I. Pisces Way	200.00			
A12J. Sirius Drive	930.00			
A12K. Taurus Road	929.00			
A12L. Venus Way	1,209.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12Y. ChSeal Investors payments	0.00	19,807.91	-19,807.91	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	9,080.00	34,107.91	-25,027.91	26.6%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	5,670.00			
A13D. Leo Drive	1,100.00			
A13E. Leo Lane	510.00			
A13G. Hercules Road	5,375.00			
A13J. Sagittarius Skyway	950.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	13,605.00	14,300.00	-695.00	95.1%
A14. Roads/Common Land Ins	5,472.14	5,528.00	-55.86	99.0%
A15. Contingency Fund	324.00	2,000.00	-1,676.00	16.2%
Total A00. Roads & Weeds	61,641.24	102,815.91	-41,174.67	60.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through October 2010

	Jan - Oct 10	Budget	$ Over Budget	% of Budget
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	1,577.50			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	1,577.50	3,325.00	-1,747.50	47.4%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C03. Administration	211.00			
C04. Legal Fees	267.50	870.00	-602.50	30.7%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	478.50	2,845.00	-2,366.50	16.8%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	179.45	700.00	-520.55	25.6%
COO-2.03 Virtual Message set-up	1,099.00	1,500.00	-401.00	73.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,278.45	4,175.00	-2,896.55	30.6%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	467.01	600.00	-132.99	77.8%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	85.32	300.00	-214.68	28.4%
Total D03. PVRC	552.33	1,990.00	-1,437.67	27.8%
Total D00. Recreation	552.33	1,990.00	-1,437.67	27.8%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	371.45	100.00	271.45	371.5%
Total F00. Website	521.45	1,455.00	-933.55	35.8%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	457.50	300.00	157.50	152.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	527.25	1,150.00	-622.75	45.8%
J00. Other Projects				
J03.Policies & Procedures	1,872.75	2,400.00	-527.25	78.0%
Total J00. Other Projects	1,872.75	2,400.00	-527.25	78.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,027.00	5,980.00	-4,953.00	17.2%
K02. Contractors - Bookkeeper	2,677.50	3,600.00	-922.50	74.4%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	598.95	950.00	-351.05	63.0%
K07. Postage and Delivery	576.63	1,200.00	-623.37	48.1%
K08. Monthly Board Meetings	2,825.98	2,855.00	-29.02	99.0%
K10. Cash Advance	0.00			
K11. Rent				
K11B. Storage/Boxes	270.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	666.00	540.00	126.00	123.3%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through October 2010

	Jan - Oct 10	Budget	$ Over Budget	% of Budget
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	42.80			
K19. Quarterly Newsletter	1,188.98	950.00	238.98	125.2%
Total K00. General Operating Expenses	11,224.84	17,924.00	-6,699.16	62.6%
M00. Annual Meeting/Elections				
M03. Administration	90.00	890.00	-800.00	10.1%
M04. Postage and Delivery	440.59	400.00	40.59	110.1%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	174.27			
M08. Copies	81.96			
Total M00. Annual Meeting/Elections	861.82	1,565.00	-703.18	55.1%
Reconciliation Discrepancies	0.00			
Total Expense	80,536.13	142,644.91	-62,108.78	56.5%
Net Ordinary Income	59,934.32	1,852.09	58,082.23	3,236.0%
Net Income	**59,934.32**	**1,852.09**	**58,082.23**	**3,236.0%**

Glastonbury Landowners Association, Inc.

North Glastonbury Chip Sealing Project Tally as of October 31, 2010

Total for the Job paid to contractors	$121,876
Used extra 2009 NG Road Budget	- 3,969
Paid to contractors from funds	**$117,907**

NG Chip Income as of 12-31-2009

From 4 investors	$42,500
From Landowners	+55,384
Total Income	**$97,884**

	$117,907
	-97,884
Borrowed from General Fund	**$20,023**

Proposal for paying back the General Fund, accepted by the GLA Board:
Of the $20,023 that was borrowed in 2009, $10,000 was from NG funds and $10,000 from SG funds. **$2,000 per year for 5 years** (2010 – 2015) from NG Road Budget will not be spent and returned to SG and the general fund.

Expected Chip Income in 2010	**$22,388**	**2011 income**	**$22,388**
Collected as of 10-31-2010	**$20,431**	**2011 investor payments**	**- 9,808**
July 2010 payments (see below)	**$19,808**	**Balance 2011 NG road work**	**$12,105**

A Fifth Investor paid **$6,000** in December 2009. This money was put into Savings as reserve for the payback of investors in 2010, if needed. As of July 2010 we needed to use $2,164.11 of this $6,000 leaving $3,835.89 in savings.

Investor Payments in July 2010:

Investor #1	$4,033.54
Investor #2	$4,619.50
Investor #3	$1,154.87
Investor #4	$10,000.00 – full payoff-no interest
Total	**$19,807.91**

Investor Payments July 2011

Investor #1	$4,033.54 – paid in full
Investor #2	$4,619.50
Investor #3	$1,154.87
Total	**$9,807.91**

Investor Payments July 2012

Investor #2	$4,619.50
Investor #3	$1,154.87
Investor #5	$6,945.75
Total	**$12,789.12**

Investor Payments July 2013 & 2014

Investor #2	$4,619.50
Investor #3	$1,154.87
Total per year	**$5,843.37**

Glastonbury Landowners Association, Inc.

Road and Weed Committee Activities and Expenses as of Oct. 30, 2010

Prepared for November 13, 2010 Annual Meeting

Snow Plowing	$875
Weed Control	$2,126
Equipment Registration & Insurance	$2,684
Equipment Maintenance	$380
Road Paving Loan	$30,225
Administration - Hunting Flyers	$44
Fuel	$182
Repair NG Guardrail (paid for by the driver's Ins. Co.)	$600
Quonset Hut Assembly	$3,600
Roads/common land liability insurance	$5,472
South Glastonbury gravel & grading	$13,605
North Glastonbury gravel & grading	$9,080
Fence Repair, High South Glastonbury	$324
Total	**$69,197**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

December 13, 2010 - 6:45 p.m.

1. Call to order, opening
2. Review Meeting Norms
3. Set agenda
4. Approve November 8, 2010 Meeting Minutes
5. Treasurer's Reports – Budget Variance, Check & Deposit – SS
6. Officer Reports
   6.2 Changing Board Orientation Meeting date to March – LB (1 min)
7. UNFINISHED BUSINESS
   7.1 Managerial Subcommittee – LB/AA
      7.1.1 Status of Complaints – RB (3 min)
      7.1.2 Status of Items for Attorney Review (1 min)
      7.1.3 December Newsletter – LB/AA (5 min)
         a) Review article topics & articles-due timeline
         b) Mailing preparation date and volunteers
8. NEW BUSINESS
   8.1 Managerial Committee – LB/AA
      8.1.2. Review/discuss Don McCue's 12/7/10 hang-gliding request – LB/AA (5–10 min)
   8.2 Project Review Committee – AA/RS
      8.2.1 Lot 25-E (SG) – K. Rakela: Update on variance request – AA (2 min)
      8.2.2 Lot 28-C (NG) – Kraig Kolberg: Update on 11/8/10 application to install single-wide mobile home – AA (1 min)
   8.3 Roads & Weeds Committee – WS/RS
      8.3.1 Report on snowplowing for November blizzard – WS/RS (5 min)
   8.4 Community Committee
      8.4.1 Proposal/Vote to form "Emergency Preparedness Subcommittee" – WS/LB (15 min)
         8.4.1.1 Proposal/vote to hold "GLA Emergency Preparedness" special meeting with GLA Board and Landowners in January 2011
            a) Meeting date
            b) Meeting agenda topics & assignments
            c) Meeting notification methods (i.e. Dec. newsletter, telephone tree, posters)
   8.5 Election Committee – SS/Board
      8.5.1 Review 2010 Annual Meeting/Elections – SS/Board (3 min)
9. Comment Period for Visiting Landowners
10. Adjournment
11. Next Board Meeting: January 10, 2011, 6:45 p.m. at St. John's Church

12/03/10

Glastonbury Landowner's Association

2010 Budget Variance Report

January through November 2010

	Jan - Nov 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
105. Dwelling 2003	110.90			
106. Dwelling 2004	46.60			
110. NG Dwelling 2008	485.96			
110. SG Dwelling 2008	281.93			
111. NG Dwelling 2009	1,987.39			
111. SG Dwelling 2009	2,170.81			
112. NG Dwelling 2010	21,541.46	26,454.00	-4,912.54	81.4%
112. SG Dwelling 2010	17,153.45	18,622.00	-1,468.55	92.1%
129. Land 2003	150.89			
130. Land 2004	286.61			
131. Land 2005	186.12			
132. Land 2006	132.00			
133. Land 2007	492.64			
134. NG Land 2008	457.18			
134. SG Land 2008	917.93			
135. NG Land 2009	2,278.38			
135. SG Land 2009	3,344.31			
136. NG Land 2010	26,404.71	29,765.00	-3,360.29	88.7%
136. SG Land 2010	29,280.69	33,012.00	-3,731.31	88.7%
150. GAV	9,359.00	9,359.00	0.00	100.0%
160. Finance Chrgs Late Accnts	801.40			
161. Penalties Late Accounts	380.23			
Total 100. Parcel Assessment Fees	118,250.59	117,212.00	1,038.59	100.9%
200. Project Review Fees				
201. Application Fee	275.00			
202. IF - House	850.00			
203. IF - Structures 200/800sf	300.00			
204. IF - Structures Over 800sf	350.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
207. IF - Septic	150.00			
209. IF - Mobile Home	100.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	335.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	2,635.00	3,325.00	-690.00	79.2%
300. Roads				
301. CUT - Road Paving Loan	1,487.10	2,200.00	-712.90	67.6%
Total 300. Roads	1,487.10	2,200.00	-712.90	67.6%
400. Liens				
401. Landowner Filing Fee	100.00			
Total 400. Liens	100.00			
500. Interest Earned				
501. Savings Interest	54.22			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	54.22	100.00	-45.78	54.2%
700. Other Income				
701. Miscellaneous	5.00			
703. Website Reality Listing	15.00			
708. Sale of computer	1,100.00			
Total 700. Other Income	1,120.00			

GLA 02839

Glastonbury Landowner's Association

2010 Budget Variance Report

January through November 2010

	Jan - Nov 10	Budget	$ Over Budget	% of Budget
800. NG Chip Seal Income				
801. Chip Seal-1 payment/dwell	847.75			
803. ChipSeal- 5 payments/dwel	14,944.44	18,050.00	-3,105.56	82.8%
804. ChipSeal-5 payments/land	2,569.16	3,610.00	-1,040.84	71.2%
805. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	21,464.35	21,660.00	-195.65	99.1%
Total Income	145,111.26	144,497.00	614.26	100.4%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	2,498.75			
A02B. South Glastonbury	100.00			
A02C. High South Glastonbury	675.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	3,273.75	4,000.00	-726.25	81.8%
A03. Contractors - Weed Contrl	2,126.00	3,700.00	-1,574.00	57.5%
A05. Equipment Reg & Ins	2,939.50	2,500.00	439.50	117.6%
A06. Equipment Mtce				
A06. Truck #2	380.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	380.00	1,500.00	-1,120.00	25.3%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	44.01	155.00	-110.99	28.4%
A11. Miscellaneous				
A11A. Fuel	614.58	800.00	-185.42	76.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	3,600.00	3,500.00	100.00	102.9%
A11. Miscellaneous - Other	600.00			
Total A11. Miscellaneous	4,814.58	4,800.00	14.58	100.3%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	500.00			
A12B. Aries Drive	924.00			
A12C. Capricorn Drive	2,409.00			
A12F. Gemini Road	1,229.00			
A12H-1. Orion Way Flood	450.00			
A12H. Orion Way	300.00			
A12I. Pisces Way	200.00			
A12J. Sirius Drive	930.00			
A12K. Taurus Road	929.00			
A12L. Venus Way	1,209.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12Y. ChSeal Investors payments	0.00	19,807.91	-19,807.91	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	9,080.00	34,107.91	-25,027.91	26.6%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	5,670.00			
A13D. Leo Drive	1,100.00			
A13E. Leo Lane	510.00			
A13G. Hercules Road	5,375.00			
A13J. Sagittarius Skyway	950.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	13,605.00	14,300.00	-695.00	95.1%
A14. Roads/Common Land Ins	5,472.14	5,528.00	-55.86	99.0%
A15. Contingency Fund	324.00	2,000.00	-1,676.00	16.2%
Total A00. Roads & Weeds	72,284.26	102,815.91	-30,531.65	70.3%

GLA 02840

Glastonbury Landowner's Association

2010 Budget Variance Report

January through November 2010

	Jan - Nov 10	Budget	$ Over Budget	% of Budget
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	1,577.50			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	1,577.50	3,325.00	-1,747.50	47.4%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C03. Administration	211.00			
C04. Legal Fees	267.50	870.00	-602.50	30.7%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	478.50	2,845.00	-2,366.50	16.8%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	0.00	1,800.00	-1,800.00	0.0%
COO-2.02 Virtual Message/phone	179.45	700.00	-520.55	25.6%
COO-2.03 Virtual Message set-up	1,099.00	1,500.00	-401.00	73.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,278.45	4,175.00	-2,896.55	30.6%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	492.11	600.00	-107.89	82.0%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	85.32	300.00	-214.68	28.4%
Total D03. PVRC	577.43	1,990.00	-1,412.57	29.0%
Total D00. Recreation	577.43	1,990.00	-1,412.57	29.0%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	371.45	100.00	271.45	371.5%
Total F00. Website	521.45	1,455.00	-933.55	35.8%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	457.50	300.00	157.50	152.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	527.25	1,150.00	-622.75	45.8%
J00. Other Projects				
J03.Policies & Procedures	1,872.75	2,400.00	-527.25	78.0%
Total J00. Other Projects	1,872.75	2,400.00	-527.25	78.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,027.00	5,980.00	-4,953.00	17.2%
K02. Contractors - Bookkeeper	2,805.00	3,600.00	-795.00	77.9%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	812.12	950.00	-137.88	85.5%
K07. Postage and Delivery	576.63	1,200.00	-623.37	48.1%
K08. Monthly Board Meetings	2,825.98	2,855.00	-29.02	99.0%
K10. Cash Advance	0.00			
K11. Rent				
K11B. Storage/Boxes	270.00			
K11. Rent - Other	396.00	540.00	-144.00	73.3%
Total K11. Rent	666.00	540.00	126.00	123.3%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	354.85	317.00	37.85	111.9%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through November 2010

	Jan - Nov 10	Budget	$ Over Budget	% of Budget
K15. Equipment Repair & Mtce	125.00			
K18. Miscellaneous	42.80			
K19. Quarterly Newsletter	1,188.98	950.00	238.98	125.2%
Total K00. General Operating Expenses	11,920.36	17,924.00	-6,003.64	66.5%
L00. Other Expenses				
L01. Miscellaneous	300.00			
Total L00. Other Expenses	300.00			
M00. Annual Meeting/Elections				
M03. Administration	90.00	890.00	-800.00	10.1%
M04. Postage and Delivery	440.59	400.00	40.59	110.1%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	175.85			
M08. Copies	201.96			
Total M00. Annual Meeting/Elections	983.40	1,565.00	-581.60	62.8%
Reconciliation Discrepancies	0.00			
Total Expense	92,321.35	142,644.91	-50,323.56	64.7%
Net Ordinary Income	52,789.91	1,852.09	50,937.82	2,850.3%
Net Income	**52,789.91**	**1,852.09**	**50,937.82**	**2,850.3%**

Snow Plowing and Related Expenses for the Storm of November 2010

(Draft as of 12/13/10 ; Pending additional information)

North Glastonbury

1-Masterworks Construction – Pouwell Gelderloos

Backhoe 20.25 hours x $75 = $1,518.75

2-Black Diamond Quarry

Large bucket Front Loader 2.5 hours X $110 = $880

3-Ed Dowbrowski

GLA Truck 2.5 hours x $20 = $50

4-Paul Ranttalo

Backhoe 21 hours x $75 = $1,575
GLA Truck 20 hours x $21 = $ 420
Plow repair 1.3 hours x $20 = $ 26
GAV Plowing ___ hrs x__? = $ 180

5-Rich Spallone 1.5 hours x $75 = $112.50 (Dry Creek)

Total North Glastonbury = $4,762.25

Lower South Glastonbury

1-Ed Dowbrowski

GLA Truck 13 hours x $20 = $260
Skid Steer 7 hours x $45 = $280
Backhoe 3.5 hours x $65 = $227.50

2-Rich Spallone

Plow truck 3 hours x $75 = $225

3-Paradise Construction

Skid Steer 2 hours x $50 = $100

Total Lower South Glastonbury = $1,092.50

High South Glastonbury

1-Rich Spallone

Snow Blower 21 hours x $75 = $1,575
Plow truck 16.42 hours x $75 = $1,231
2 – Hank Savich = $ 600
3 – Mike Adkins = ??? **
Total High South = $3,406.00 ???**

Total South Glastonbury = $4,498.50

Grand Total = $9,260.75** (So far)

(Pending incoming bill indicated by ???)**

Thank you to all the people who worked to clear the roads!

Draft Snow Plow Expenses – Thanksgiving storm 11-2010 – 4:00 p.m.

GLA 2011 /Projected CashFlow Budget

Income/Expense Categories		Notes
Projected Income		
100. Assessment Fees for Land and Dwellings		**NO ASSESSMENT INCREASE THIS YEAR!**
		$73,917 = 387 lots x $191.00
		(-) 7,449 Uncollected Lien Accounts
		(-) 573 Subdivision Waivers
		(-) 3,500 Uncollected 2011 Fees (5%)
133.Land 2011	$62,395	$62,395 - Total Land Assessment Fees
		$50.042 = 262 Dwellings x $191.00
		(-) 4,393 Uncollected Lien Accounts
108. Dwelling 2011	$45,649.00	$45,649
150. GAV	$9,359	$ 9,359 - Golden Age Village (49 lots x $191.00)
100. Total Assessment Fee Income	**$117,403**	
200. Project Review Fees Building Projects		
Application Fee	$250	Non-refundable Application Fee
Impact Fees	$3,075	
200. Total Project Review Fee Income	**$ 3,325.00**	
300. Roads		
301. CUT - Road Paving Loan	$ 1,480.00	1.0% of Loan Interest paid by Church Universal Triumphant
300. Total Road Income	**$ 1,480.00**	
500. Interest Earned		
501. Savings Account Interest	$60	Interest Earned from Savings Account
500. Total Interest Earned Income	**$ 60.00**	
2011 Income (Sub Total)	**$ 122,268.00**	**for comparison the 2010 income was $122,837**
800. North Glast. Chip Seal Income/2011	**$ 21,913.00**	Special Assessment for NG's 2009 chip sealing
Total 2010 Projected Income	**$ 144,181.00**	**122,268 + 21,913 = 144,181 total with Chip Seal**
Projected Expenses		
A00. Roads & Weeds		
A02. Contractors - Snow Removal	$4,000	Snow Plowing
A03. Contractors - Weed Control	$3,300	Weed Spraying
A05. Equipment Reg & Ins	$2,500.00	Insurance and Registration for two trucks
A06. Equipment Mtce	$1,500.00	Two trucks, oil changes, snow plow repairs, etc.
A08. Road Improvement Loan	$30,225	Bank of Rockies Paving Loan 2001-2016
A09. Road and Weed Administration	$155	Road Correspondence, Xeroxing, Mailing, etc.
A11A Fuel	$800	Fuel
A11B Sand	$500	Sand
A11E Quonset Hut Installation	$2,260	Sand & Truck storage/Installation during 2011
A11F. Sickle Mower	$1,640	purchase of sickle mower
A12. & A13. Road Work	$28,000.00	Grading and Gravel
A12W. & A13W.	$600.00	Roadside Mowing
A14. Roads/Common Land Liability Insurance	$5,528.00	Roads/Common Lands Liability Insurance
A15. Contingency Fund	$2,000.00	Emergency Road and Fence Repair
A12X. Special Assessment Income	$12,105.00	Extra NG Road Work from Chip Seal Income
A12Y. Chip Seal Investor Payments 2011	$9,808.00	July 2011 Chip Seal Investor Payments
A00. Total Road Expenses	**$104,921.00**	**75% of Income of $139,316**

B00. Project Review		
B01. Contractors	$2,600.00	
B04. Administration	$725.00	Correspondence, Postage
BOO. Total Project Review	**$3,325.00**	
C00. Community/ Complaints		
C01. Contractors (only 2.5 hrs per wk)	$1,800.00	Oversight of Conflict Resolution & Follow up
C04. Legal Fees	$870	Legal Advice, Interprretation of Covenants, Letters
C05. Miscellaneous	$175.00	Copies, Correspondence, Postage
C00. Total Community/ Complaint Expenses	**$ 2,845.00**	
C00-1. Legal Fees Contingency Fund		
	$3,000.00	Complaints, Disputes,
		Litigation, Legal Advice
C00-1 Total Legal Fee Contingency Fund	**$3,000.00**	
C00-2.01 Subcontractors/General Operations	$1,800.00	General Op. Oversight, Research, Foltow up,
(only 2.5 hrs per wk)		Letters, Contracts for Maint. & Repairs, etc.
CO-2.02 Virtual Message Reception Service	$200.00	Yearly Fee for Virtual Office Reception Service
COO-2.03 Office Equip.	$975.00	copier, ink phone, fax, computer
COO-2.04	$175.00	copies, postage, envelopes
COO-2 Total subcontractors	**$3,150.00**	
D00. Recreation		
D03. Paradise Valley Recreation Center	$1,000	Cement Pad
D03A Electricity	$600.00	Electricity for Well Pump & Concession Stand
DO3B Liability Insurance	$250.00	Liability Insurance
D03C Mowing Weeds	$100.00	Contractor with Brush Hog Equipment
D03D. Lawn Mower Maint/fertilizer/airiator	$240.00	Mower Maint/gas– Mowing Time is all Volunteer
DO3G. Gen. Maint. & Repairs	$300.00	General maint. & repairs of building and restrooms
D00. Total Recreation Expenses	**$2,490.00**	
F00. Website		
F01. Contractors - Dev & Mtce	$ 355.00	
F02. URL/Domain Fee	$ 100.00	
F00. Total Website Expenses	**$ 455.00**	
G00. Liens		
G01. Lien Filing	$350	Park County Fees for Filing Liens
G03. Administration	$300.00	Correspondence, Postage, Contractors
G04. Credit Report Research & Collection	$500.00	Research & Collections
G00. Total Lien Expenses	**$ 1,150.00**	
J00. Other Projects		
J03. Policy and Procedures	$2,440	Produce Policy & Procedures Manuals
J00. Total Other Projects	**$ 2,440.00**	
K00. General Operating Expenses		
K01. Contractors - Admin Sec	$5,980	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings

K02. Contractors - Bookkeeper		$3,300	Financial accounting, landowner database
K03. Contractors - Accountant		$125.00	Yearly Federal & State Tax Filing
K06. Office Supplies		$950.00	Copy paper, Ink, Envelopes, Labels
K07. Postage and Delivery		$1,200.00	Stamps,
K08. Monthly Board Meetings		$2,855.00	Meeting Minutes, Handouts, Refreshments
K11. Rent		$540	Meeting Room, PO Box Rental, File Storage
K12. Insurance		$1,342	GLA Board Liability Insurance
K13. Taxes		$317	Property Taxes Common Land-four parcels
K14. Licenses and Permits	$	70.00	Corporate Non-Profit Licensing
K18. Equipment Repairs and Maintanance	$	86.00	
K19. Newsletters	$	950.00	Quarterly Newsletters, copies, postage, envelopes
K20. Motions Database	$	1,000.00	Board Motions & Meeting Agendas Database
K00. Total General Operating Expenses	**$**	**18,715.00**	16 % of Assessment Income of $117,403
M00. Annual Meeting/Elections			
M03. Administration	$	890.00	Nomination & Election Packets, Meeting set-up & Coordination, Meeting Handouts
M04. Postage and Delivery	$	400.00	Nomination & Election Packets
M05. Refreshments	$	200.00	Annual Meeting Refreshments
M06. Rent	$	75.00	Emigrant Hall Rental
M08. Copies	$	125.00	Copies & Supplies
M00. Total Annual Meeting/Elections Expenses	**$**	**1,690.00**	
Total 2011 Projected Expenses		**$144,181.00**	
Total 2011 Projected Income		**$ 144,181.00**	
2011 Balanced Projected Budget		**$ -**	

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

November 8, 2010

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Laura at 7:05 p.m. at St. John's Church.
   PRESENT: Laura Boise (President), Richard Bolen (Vice President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Gerald Dubiel, Clare Parker, Rich Spallone (aka Rich) and William Smith.
   ABSENT: Alyssa Angelis, Neil Kremer, Daniel O'Connell, and Paul Ranttalo.
   ALSO ATTENDING: Donna Lash (GLA Assistant Administrative Secretary) and Danilee Howe.

2. **Review Meeting Norms**

3. **Set Agenda**
   Add agenda item 8.1.2 for Craig Kolberg building application for Lot 28C (NG)

4. **Approve Meeting Minutes for October 4, 2010**
   Discussion.
   MOTION: Sheridan motioned and Rich seconded to approve the October 4, 2010 minutes with a potential adjustment in the 2011 budget for the Quonset Hut. **Motion carried.**
   (2 abstentions: Richard and Janet who did not attend meeting.)

5. **Treasurer Reports - Budget Variance, Check & Deposit – SS**
   MOTION: Richard motioned and William seconded to accept the Treasurer's reports for October 2010. **Motion carried unanimously.**
   ACTION ITEM: ***Laura*** - Contact Charlene with new Quonset Hut budget information.

6. **Officers' Reports**
   6.1 December Newsletter – LB
   Discussion of potential articles for newsletter.
   ACTION ITEM: ***Donna*** – Write an article about how special road improvement and assessment districts can be created.
   ACTION ITEM: ***Donna*** – Write an article announcing that because December is designated as the Board orientation/training month, there will be no regular December board meetings.
   ACTION ITEM: ***Donna*** – Send email notice of this new policy to all board members.
   6.2 [mis-numbered, skipped for consistency with Agenda]
   6.3 Change Board Orientation Meeting Date to Monday, December 13, 2010 – LB
   Discussion.
   UNANIMOUS CONSENT: The Board Orientation Meeting will be held on December 13, 2010, and if necessary, other regular monthly items will be addressed at a separate meeting on the same night.
   6.4 Approve 2011 Meeting Schedule
   Discussion.
   UNANIMOUS CONSENT: The board approved the 2011 meeting schedule. The February 7, 2011 and October 10, 2011 dates were finalized.
   6.5 Discuss/vote re: Ombudsman – SS
   Discussion.
   UNANIMOUS CONSENT: The Board nominated Hettie Wortelboer as an ombudsman candidate for North Glastonbury.

File: MtgMins 11 08 10
Draft (s): 12 13 10-FINAL
Final Approval: 01 10 11

7. UNFINISHED BUSINESS

7.1 Community Committee – RB

7.1.1 Status of Complaints – RB Tabled.

8. NEW BUSINESS

8.1 Project Review Committee – AA/RS

8.1.1 Lot 25-E (SG) - K. Rakela – Variance request – RS

Rich reviewed the letter from Kathleen Rakela (received 10/7/10) describing how her potential buyer had a need for a guesthouse on the lot, and how the lot size was slightly smaller than required by the master plan in order to do so. Discussion.

UNANIMOUS AGREEMENT: The Board agreed that this request to allow a guesthouse on a smaller lot size than required would be handled through the variance process.

ACTION ITEM: ***Alyssa*** – Contact Kathleen Rakela to begin the variance process.

8.1.2 Lot 28-C (NG) – M. Grenier/C. Kolberg – Single-wide Mobile Home – RS

Discussion.

MOTION: William motioned, seconded by Sheridan, to approve a temporary, 18-month (according to Master Plan Section 1.45) use of a single-wide home on Lot 28-C (NG) for Craig Kolberg with the conditions that: 1) The owner of the land, Mark Grenier, submit a permanent home application at the December 13, 2010 GLA Board Meeting; 2) The single-wide be re-sided and re-roofed with a pitched roof, and: 3) the existing airstream trailer be removed and the single-wide be placed in the same location. **Motion carried.** (One abstention: Rich)

UNANIMOUS AGREEMENT: The Board confirmed the need to uphold the GLA policy requiring that building applications be submitted two weeks prior to the Board Meeting to allow for Board review and/or action.

8.2 Election Committee – SS/Board

8.2.1 Review/vote for candidates – SS

GLA Board members voted anonymously for both NG & SG candidates; the voting results will be used by the Board representative when casting proxy votes.*

ACTION ITEM: ***Denise / Alyssa*** – Document Board proxy voting procedures.

8.2.2 Vote to approve agenda for Annual Meeting/Elections

UNANIMOUS AGREEMENT: The Annual Meeting Agenda was approved.

8.2.3 Review/discuss content of committee reports – Officers/Committee Chairs

Discussion.

8.2.4 Finalize assignments and details for conducting Annual Meeting

Discussion.

8.2.5 Handouts to be copied and Nov. 10 submittal timeline

Discussion.

9. Comment Period for Visiting Landowners – None.

10. Adjournment: The meeting adjourned at 9:45 pm

11. Next Meeting: Monday, December 13, 2010, 6:45 pm, St. John's Church.

* Each year there are a number of Landowners who mail completed proxy forms to the GLA. Landowners indicate on these forms that they are giving their permission to the Board (as a whole) to vote on their behalf (i.e. to be their proxy.) At the November elections, the Administrative Secretary hands all Board designated proxies to a Board representative, who will then cast votes for each proxy based on the above voting results. That Board member is usually the current President, unless he/she is a candidate running for re-election.

File: MtgMins 11 08 10
Draft (s): 12 13 10-FINAL
Final Approval: 01 10 11

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

November 8, 2010 - 6:45 p.m.

Updated

1. **Call to order, opening**
2. **Review Meeting Norms**
3. **Set agenda**
4. **Approve September 13, 2010 Meeting Minutes**
5. **Treasurer's Reports – Budget Variance, Check & Deposit – SS**
6. **Officer Reports**
   - **6.1 December Newsletter – LB (5 min)**
     - **a) Determine article topics and authors**
     - **b) Set timelines for articles**
   - **6.3 Changing Board Orientation Meeting Date to December 12 – LB (3 min)**
   - **6.4 Approve 2011 Meeting Schedule (2 min)**
   - **6.5 Discuss/vote re: Ombudsman–SS (10 mins)**
7. **UNFINISHED BUSINESS**
   - **7.1 Community Committee – RB**
     - **7.1.1 Status of Complaints – RB**
8. **NEW BUSINESS**
   - **8.1 Project Review Committee –AA/RS**
     - **8.1.1 Lot 25-E (SG)/ K. Rakela – Variance request - RS (5 min)**
   - **8.2 Election Committee – SS/Board**
     - **8.2.2 Review/vote for candidates – SS (2 min)** *(For GLA Board Representative to use when requested by Landowner to be proxy)*
     - **8.2.2 Vote to approve agenda for Annual Meeting/Elections**
     - **8.2.3 Review/discuss content of committee reports – Officers/Committee Chairs**
     - **8.2.4 Finalize assignments and details for conducting Annual Meeting**
     - **8.2.5 Handouts to be copied and Nov. 10 submittal timeline**
9. **Comment Period for Visiting Landowners**
10. **Adjournment**
11. **Next Board Meeting: December 13, 2010, 6:45 p.m. at St. John's Church. This will be a very brief Board Meeting followed by Private Orientation Meeting for Board only. REMINDER: Annual Meeting/Elections – Sat, Nov. 13, 8:45 am -12, Emigrant Hall.**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

January 10, 2011

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard at 7:05 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President) Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Neil Kremer, Clare Parker, William Smith, and Rich Spallone (aka Rich).
   ABSENT: Daniel O'Connell and Paul Ranttalo.
   ALSO ATTENDING: Donna Lash (GLA Assistant Administrative Secretary), Danilee Howe and Steven Boise.

2. **Set Agenda**

3. **Approve Meeting Minutes for December 13, 2010**
   Discussion.
   MOTION: Sheridan motioned and Laura seconded to approve the December 13, 2010 minutes as written.
   Motion carried. (1 abstention: Clare, who did not attend the meeting.)

4. **Treasurer Reports - Budget Variance, Check & Deposit – SS**
   MOTION: Alyssa motioned and William seconded to accept the Treasurer's reports for December 2010. **Motion carried unanimously.**

5. **Officers' Reports - none**

6. **UNFINISHED BUSINESS**
   6.1 Managerial Committee – LB/AA
   6.1.1 Status of Complaints – RB
   Richard reviewed the status of the past complaint regarding the GLA's easement road being blocked by a locked gate on Kathleen Ramp's Parcel 97 (SG). Discussion.
   ACTION ITEM: ***Richard*** – Direct the GLA's attorney to draft a letter to Kathleen Ramp's attorney requiring her to honor the GLA's easement rights on her Parcel 97 (SG)..

   6.1.2 Status of Items for Attorney Review – LB
   The preparation of these items is in process.
   ACTION ITEM: ***Sheridan*** – Summarize State guidelines on independent contractors and provide a summary document for attorney review.

7. **NEW BUSINESS**
   7.1 Managerial Committee – LB/AA
   7.1.1 Review Level of Managerial Work - AA
   Alyssa commented on the large number of tasks that are being handled by the Committee since October and that the Committee is continuing the process of determining how it will handle all ongoing administrative work. Discussion.
   ACTION ITEM: ***Managerial Committee*** – Continue discussions to define the tasks of the Managerial Committee and how they will be delegated.

   7.1.2 Special Assessments for Unforeseen Expenses - AA
   Alyssa reviewed some of the past unforeseen expenses such as the flooding on roads in both North and South Glastonbury a couple of years ago, and the

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Draft(s): 01 19 11; 01 31 11; 02 01 11; 02 02 11-FINAL
Final Approval: 02 21 11

November 2010 blizzard. She pointed out how in the past, we have been able to cover these unforeseen expenses by taking funds from other budgeted administrative areas. However, this was only possible because there were volunteers handling these administrative duties, and it has become evident that we can no longer rely on volunteers with the required skills and availability to perform this type of work. The Board discussed the need to retain budgeted funds for administrative duties and to use the special assessment option to cover unforeseen expenses.

ACTION ITEM: ***Managerial Committee*** – In the January newsletter, introduce the idea of a special assessment to cover unforeseen snow removal costs and other emergency situation costs. This will also be used to replenish reserve funds that had been set aside for future snow removal expenses.

ACTION ITEM: ***Managerial Committee*** – Draft a proposal for a special assessment/snow removal contingency fund and list services that would be cut if a special assessment is not approved by Landowners. Bring proposal to February Board meeting.

ACTION ITEM: ***Richard*** – Review the GLA's Covenants & Bylaws to determine and list the GLA's required services to Landowners.

7.1.3 Clarify Telephone Tree Management / Messaging Service – LB

The Board discussed that there needs to be an organized management team to perform the many tasks associated with the GLA communicating messages to Landowners via the Telephone Tree (sent out by Maydell Goulart).

ACTION ITEM: ***Managerial Committee*** – Draft a job description and recommend a job assignment for managing the messages that the GLA will send through the Telephone Tree sent out by Maydell Goulart. Bring proposal to February 7 Board Meeting.

7.2 Roads & Weeds Committee – WS/RS

7.2.1 Snowplowing Authorization Process –WS

The Board discussed reasons to document the process/procedure which the Road Committee uses as a guideline when authorizing snowplowing contractors to do snow removal.

ACTION ITEM: ***Managerial & Road Committee*** – Draft a procedure to budget, select, and authorize independent snow removal contractors.

ACTION ITEM: ***Managerial Committee*** – Review and assess Road Committee plan for snow removal to determine cost effective procedures and efficient communication.

7.2.2 Michael Koltonow Snowplowing Concerns – WS

The GLA recently received a call from Michael Koltonow, who expressed his concerns about how the GLA administered snow plowing. Rich reported that he spoke with Michael and clarified the GLA's snow removal strategy and how it was based on resources and manpower. Rich reported that Michael gained a better understanding of how the GLA worked and was satisfied with the job the GLA snowplowing contractors were doing.

7.3 Community Committee – RB/LB

7.3.1 GLA Emergency Preparedness Subcommittee – WS/LB

7.3.1.1 Discuss GLA Emergency Preparedness Process

Discussion points included:

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a) The Road Committee needs to bring ideas to the Board to help with solving problems associated with emergency road related situations.
b) Develop procedures for the GLA to utilize notification methods to communicate with Landowners via our website, our message service and telephone trees when dealing with emergencies related to snow, fire, floods, etc. (Includes responding by letter)
b) Develop procedures for better communication between the GLA and contractors/helpers during emergencies (i.e. create a call center)

7.3.1.2 **Plan 1/26/11 GLA Emergency Preparedness Meeting**
ACTION ITEM: ***Managerial Committee*** - Coordinate January 26, 2011 Preparedness Meeting plans, handouts, refreshments and PowerPoint presentation with Laura and William. Review with Richard.
ACTION ITEM: ***Board Volunteers for Preparedness Meeting*** - Set up for meeting at 6 pm at St. John's so that meeting can begin at 6:30 pm.
ACTION ITEM: ***William*** - Provide easel for January 26 meeting.

a) Propose/vote on agenda

The Board determined that there will not be a formal agenda, but that the meeting will be designed to allow for expression of ideas from both Landowners and Board members.

b) Pre-meeting tasks (See Action Items under 7.3.1.2)

The following details were discussed, but not recorded in the minutes.

1) PowerPoint photo presentation
2) Notification
3) Identify materials needed / who will prepare them / assign tasks

c) Determine meeting personnel

The following details were discussed, but not recorded in the minutes.

1) Set up
2) Registration
3) Note-taking – William will take notes on the easel
4) Refreshments
5) Clean up

8. **Comment Period for Visiting Landowners – none**
9. **Adjournment** - The meeting adjourned at 8:48 pm.
10. **Next Board Meeting: February 7, 2011, 6:45 p.m. at St. John's Church**
[Note: The Feb. 7 meeting was cancelled and rescheduled for Feb. 21]
Reminder: Special GLA Emergency Preparedness Meeting on January 26, 6:30 p.m., St. John's Church.

File: MtgMins 01 10 11
Draft (s): 01 19 11; 01 31 11; 02 01 11; 02 02 11-FINAL
Final Approval: 02 21 11

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

January 10, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Approve December 13, 2010 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS
5. Officer Reports

6. UNFINISHED BUSINESS
   - 6.1 Managerial Committee – LB/AA
     - 6.1.1 Status of Complaints – RB
     - 6.1.2 Status of Items for Attorney Review – LB (1 min)

7. NEW BUSINESS
   - 7.1 Managerial Committee – LB/AA
     - 7.1.1 Review Level of Managerial Work - AA (5 min)
     - 7.1.2 Special Assessments for Unforeseen Expenses - AA (5 min)
     - 7.1.3 Clarify Telephone Tree Management / Messaging Service – LB (5 min)

   - 7.2 Roads & Weeds Committee – WS/RS
     - 7.2.1 Snowplowing Authorization Process –WS (5 min)
     - 7.2.2 Michael Koltonow Snowplowing Concerns – WS (2 min)

   - 7.3 Community Committee – RB/LB
     - 7.3.1 GLA Emergency Preparedness Subcommittee – WS/LB
       - 7.3.1.1, Discuss GLA Emergency Preparedness Process (20 min)
         - a) Notification (snow, fire, flood, other)
           (i.e. Website, message service, telephone trees)
         - b) Communication with and assisting contractors/helpers, (call center)
         - c) Responding to Landowner communication

       - 7.3.1.2 Plan 1/26/11 GLA Emergency Preparedness Meeting (10 min)
         - a) Propose/vote on agenda
         - b) Pre-meeting tasks
           1) PowerPoint photo presentation
           2) Notification
           3) Identify materials needed / who will prepare them / assign tasks
         - c) Determine meeting personnel
           1) Set up
           2) Registration
           3) Note-taking: Asst. Administrative Secretary
           4) Refreshments
           5) Clean up

8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Board Meeting: February 7, 2011, 6:45 p.m. at St. John's Church (Reminder: Special GLA Emergency Preparedness Meeting: January 26, 6:30 p.m., St. John's Church)

Glastonbury Landowner's Association

2010 Budget Variance Report

January through December 2010

	Jan - Dec 10	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	50.00			
105. Dwelling 2003	110.90			
106. Dwelling 2004	64.10			
110. NG Dwelling 2008	485.96			
110. SG Dwelling 2008	281.93			
111. NG Dwelling 2009	2,022.39			
111. SG Dwelling 2009	2,170.81			
112. NG Dwelling 2010	22,121.12	26,454.00	-4,332.88	83.6%
112. SG Dwelling 2010	17,640.62	18,622.00	-981.38	94.7%
125. Land Prior to 2000	50.00			
129. Land 2003	150.89			
130. Land 2004	304.11			
131. Land 2005	186.12			
132. Land 2006	132.00			
133. Land 2007	492.64			
134. NG Land 2008	457.18			
134. SG Land 2008	917.93			
135. NG Land 2009	2,313.38			
135. SG Land 2009	3,344.31			
136. NG Land 2010	27,171.27	29,765.00	-2,593.73	91.3%
136. SG Land 2010	29,831.52	33,012.00	-3,180.48	90.4%
150. GAV	9,359.00	9,359.00	0.00	100.0%
160. Finance Chrgs Late Accnts	833.19			
161. Penalties Late Accounts	385.15			
Total 100. Parcel Assessment Fees	120,876.52	117,212.00	3,664.52	103.1%
200. Project Review Fees				
201. Application Fee	275.00			
202. IF - House	850.00			
203. IF - Structures 200/800sf	300.00			
204. IF - Structures Over 800sf	350.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
207. IF - Septic	150.00			
209. IF - Mobile Home	100.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	335.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	2,635.00	3,325.00	-690.00	79.2%
300. Roads				
301. CUT - Road Paving Loan	1,487.10	2,200.00	-712.90	67.6%
303. Snowplowing	150.00			
Total 300. Roads	1,637.10	2,200.00	-562.90	74.4%
400. Liens				
401. Landowner Filing Fee	150.00			
Total 400. Liens	150.00			
500. Interest Earned				
501. Savings Interest	64.56			
500. Interest Earned - Other	0.00	100.00	-100.00	0.0%
Total 500. Interest Earned	64.56	100.00	-35.44	64.6%
700. Other Income				
701. Miscellaneous	102.00			
703. Website Reality Listing	15.00			
708. Sale of computer	1,100.00			
Total 700. Other Income	1,217.00			

Glastonbury Landowner's Association

2010 Budget Variance Report

January through December 2010

	Jan - Dec 10	Budget	$ Over Budget	% of Budget
800. NG Chip Seal Income				
801. Chip Seal-1 payment/dwell	847.75			
803. ChipSeal- 5 payments/dwel	15,326.99	18,050.00	-2,723.01	84.9%
804. ChipSeal-5 payments/land	2,666.18	3,610.00	-943.82	73.9%
805. ChipSeal GAV- 5 payments	3,103.00			
Total 800. NG Chip Seal Income	21,943.92	21,660.00	283.92	101.3%
Total Income	148,524.10	144,497.00	4,027.10	102.8%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	4,622.25			
A02B. South Glastonbury	1,652.50			
A02C. High South Glastonbury	4,731.00			
A02G. Dry Creek	352.50			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	11,358.25	4,000.00	7,358.25	284.0%
A03. Contractors - Weed Contrl	2,126.00	3,700.00	-1,574.00	57.5%
A05. Equipment Reg & Ins	2,939.50	2,500.00	439.50	117.6%
A06. Equipment Mtce				
A06. Truck #2	440.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	440.00	1,500.00	-1,060.00	29.3%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	44.01	155.00	-110.99	28.4%
A11. Miscellaneous				
A11A. Fuel	614.58	800.00	-185.42	76.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	5,400.00	3,500.00	1,900.00	154.3%
A11. Miscellaneous - Other	600.00			
Total A11. Miscellaneous	6,614.58	4,800.00	1,814.58	137.8%
A12. Contractors - NG Road Wrk				
A12A. Aquarius Lane	500.00			
A12B. Aries Drive	924.00			
A12C. Capricorn Drive	2,409.00			
A12F. Gemini Road	1,479.00			
A12H-1. Orion Way Flood	950.00			
A12H. Orion Way	300.00			
A12I. Pisces Way	200.00			
A12J. Sirius Drive	930.00			
A12K. Taurus Road	1,429.00			
A12L. Venus Way	1,209.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#1	4,033.54			
Chip Seal Investor#2	4,619.50			
Chip Seal Investor#3	1,154.87			
Chip Seal Investor#4	10,000.00			
A12Y. ChSeal Investors payments - Other	0.00	19,807.91	-19,807.91	0.0%
Total A12Y. ChSeal Investors payments	19,807.91	19,807.91	0.00	100.0%
A12. Contractors - NG Road Wrk - Other	4,435.00	12,000.00	-7,565.00	37.0%
Total A12. Contractors - NG Road Wrk	34,572.91	34,107.91	465.00	101.4%

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Glastonbury Landowner's Association

2010 Budget Variance Report

January through December 2010

	Jan - Dec 10	Budget	$ Over Budget	% of Budget
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	5,670.00			
A13D. Leo Drive	1,100.00			
A13E. Leo Lane	510.00			
A13G. Hercules Road	5,375.00			
A13J. Sagittarius Skyway	950.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	5,665.00	14,000.00	-8,335.00	40.5%
Total A13. Contractors - SG Road Wrk	19,270.00	14,300.00	4,970.00	134.8%
A14. Roads/Common Land Ins	5,472.14	5,528.00	-55.86	99.0%
A15. Contingency Fund	324.00	2,000.00	-1,676.00	16.2%
Total A00. Roads & Weeds	113,386.67	102,815.91	10,570.76	110.3%
B00. Project Review				
B01. Contractors	412.50	2,600.00	-2,187.50	15.9%
B03 Sanitation Bond Refunds	1,577.50			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	1,990.00	3,325.00	-1,335.00	59.8%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C03. Administration	211.00			
C04. Legal Fees	267.50	870.00	-602.50	30.7%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	478.50	2,845.00	-2,366.50	16.8%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	635.00	1,800.00	-1,165.00	35.3%
COO-2.02 Virtual Message/phone	179.45	700.00	-520.55	25.6%
COO-2.03 Virtual Message set-up	1,099.00	1,500.00	-401.00	73.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,913.45	4,175.00	-2,261.55	45.8%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	504.08	600.00	-95.92	84.0%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	500.00	-500.00	0.0%
DO3G. Gen. Maint. & Repairs	85.32	300.00	-214.68	28.4%
Total D03. PVRC	589.40	1,990.00	-1,400.60	29.6%
D06. Miscellaneous	75.00			
Total D00. Recreation	664.40	1,990.00	-1,325.60	33.4%
F00. Website				
F01. Contractors - Dev & Mtce	150.00	1,355.00	-1,205.00	11.1%
F02. URL/Domain Fee	371.45	100.00	271.45	371.5%
Total F00. Website	521.45	1,455.00	-933.55	35.8%
G00. Liens				
G01. Lien Filing	69.75	350.00	-280.25	19.9%
G03. Administration	457.50	300.00	157.50	152.5%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	527.25	1,150.00	-622.75	45.8%
J00. Other Projects				
J03.Policies & Procedures	1,917.75	2,400.00	-482.25	79.9%
Total J00. Other Projects	1,917.75	2,400.00	-482.25	79.9%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through December 2010

	Jan - Dec 10	Budget	$ Over Budget	% of Budget
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,499.50	5,980.00	-4,480.50	25.1%
K02. Contractors - Bookkeeper	3,090.00	3,600.00	-510.00	85.8%
K03. Contractors - Accountant	125.00	120.00	5.00	104.2%
K06. Office Supplies	1,089.17	950.00	139.17	114.6%
K07. Postage and Delivery	752.63	1,200.00	-447.37	62.7%
K08. Monthly Board Meetings	3,499.75	2,855.00	644.75	122.6%
K10. Cash Advance	0.00			
K11. Rent				
K11B. Storage/Boxes	295.00			
K11. Rent - Other	446.00	540.00	-94.00	82.6%
Total K11. Rent	741.00	540.00	201.00	137.2%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00			
K12. Insurance - Other	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	354.85	317.00	37.85	111.9%
K14. Licenses and Permits	30.00	70.00	-40.00	42.9%
K15. Equipment Repair & Mtce	234.95			
K17. Equipment Purchases	359.85			
K18. Miscellaneous	42.80			
K19. Quarterly Newsletter	1,188.98	950.00	238.98	125.2%
Total K00. General Operating Expenses	14,349.48	17,924.00	-3,574.52	80.1%
L00. Other Expenses				
L01. Miscellaneous	418.02			
Total L00. Other Expenses	418.02			
M00. Annual Meeting/Elections				
M01. Contractors	120.00			
M03. Administration	412.50	890.00	-477.50	46.3%
M04. Postage and Delivery	440.59	400.00	40.59	110.1%
M05. Refreshments	212.00	200.00	12.00	106.0%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	175.85			
M08. Copies	219.96			
Total M00. Annual Meeting/Elections	1,655.90	1,565.00	90.90	105.8%
Reconciliation Discrepancies	0.00			
Total Expense	137,822.87	142,644.91	-4,822.04	96.6%
Net Ordinary Income	10,701.23	1,852.09	8,849.14	577.8%
Net Income	**10,701.23**	**1,852.09**	**8,849.14**	**577.8%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

February 21, 2011

FINAL

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1. **Call to order**
   The meeting was called to order by Richard at 7:16 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel (arrived: 7:40 p.m.), Clare Parker, Paul Ranttalo and Rich Spallone (aka Rich).
   ABSENT: Laura Boise (Vice President), Neil Kremer, Daniel O'Connell and William Smith.
   ALSO ATTENDING: Charlene Murphy (GLA Assistant Administrative Secretary), Ron Wartman, George Martin, Cami & Ben Bernard.

2. **Set Agenda**

3. **Approve Meeting Minutes for January 10, 2011.**
   MOTION: Janet motioned and Sheridan seconded to approve the January 10, 2011 minutes as written. **Motion carried.** (1 abstention - Paul Rantallo, who did not attend the meeting.)

4. **Treasurer's Reports - Budget Variance, Check & Deposit – SS**
   MOTION: Alyssa motioned and Janet seconded to accept the Treasurer's reports for January 2011. **Motion carried unanimously.**

5. **Officer Reports**
   5.1 Report on research re: list of services required by GLA Covenants/Bylaws – RB
   a) Road Research
   Richard Bolen reported on his research of the GLA Covenants/Bylaws and cited Sections 8h and 8c from the Glastonbury Covenants. Section 8h: "The Association is not obligated to provide maintenance or snowplowing in excess of the amount that has been paid by Landowners through the annual assessment." Section c: "limited by resources and equipment"
   Discussion included that the GLA has the responsibility of maintaining the roads to the best of its ability and within the limits of its income. The GLA does not have the authority to spend beyond the limits of its income. (Other points of discussion will be included in notes that will be attached to the minutes after further review)

6. **UNFINISHED BUSINESS**
   6.1 Managerial Committee – LB/AA
   6.1.1 Status of Complaints – RB
   6.1.1,1 GLA's K. Ramp/Parcel 97
   Discussion. Richard reported that he spoke with James Kozlik who is willing to help gather information regarding the easement on SG 97.

   6.1.2 Status of Items for Attorney Review – LB (1 min)
   6.1.2.1 Summary of guidelines for independent contractors vs. employees – SS
   Sheridan presented research from our accountant Kat Moody and the IRS guidelines describing how we can be in compliance with the issue of independent contactors vs. employees: (1). To be compliant as a state not-for-profit corporation, the GLA needs to hire independent contractors and treat them as subcontractors, not as employees. (2) The GLA needs to send 1099 forms to all independent contractors each year even though the GLA's former accountant (Tom Shellenberg) had once stated this was not needed. Further Discussion included that further research will be

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needed. *(Note: Other details of research presented by Sheridan will be documented and attached to the final approved meeting minutes of 2/21/11.)*

ACTION ITEM: ***Richard/Daniel***– Further research independent contractor/employee requirements for the not-for-profit status organization at the state level

MOTION: Alyssa motioned and Sheridan seconded that the GLA follow a policy that anyone doing work for the GLA must be established as an independent contractor and comply with all guidelines and regulations by the IRS and state laws. **Motion carried unanimously.**

ACTION ITEM: ***Road Committee***– Follow up to determine whether the snow plow drivers of our GLA trucks and other equipment are in compliance with independent contractor requirements.

UNANIMOUS AGREEMENT: The Board agreed that the GLA will send 1099 forms to all independent contractors each year.

ACTION ITEM: ***Charlene (Bookkeeper)*** - Create files on independent contractors who work for the GLA. Files will include copies of their workman's comp exempt status, the scope of work, written contracts for each independent contractor stating that the GLA provides no benefits, etc

ACTION ITEM: ***Charlene (Bookkeeper)*** –Acquire the appropriate1099 forms, gather needed information from independent contractors and send 1099 forms to all Independent Contractors working for the GLA each year. If time permits, send 1099 forms to independent contractors for 2010.

ACTION ITEM: ***Denise/Charlene*** – Incorporate new policies re: creating files on independent contractors and sending 1099 forms to them. Add these to the policy and procedure documents for the Treasurer and Bookkeeper.

7. **NEW BUSINESS**
   - **7.1 Project Review Committee – AA/RS**
     - **7.1.1 Lot 54-C (NG) Lori and Billy Guldan: Garage/Workshop – AA**

       Discussion. Gerald reported that he inspected the building site and the necessary setbacks will be met.

       Motion: Alyssa motioned and Paul seconded to approve the application for Lori and Billy Guldan's garage/shop building on Lot 54-C (NG) with the condition that if electricity is to be installed, the applicants will obtain an electrical permit, and any disturbed land will be reseeded after construction. **Motion carried unanimously.**

   - **7.2 Road & Weed Committee – WS/RS**
     - **7.2.1 Snow Removal & Contractors**

7.2.1.1 Review proposal for procedures re: snow removal contractors –Road & Managerial Committees

a) New Procedure for Snow Contractors

To clarify the GLA's relationship with snow contractors and prevent misunderstandings between the GLA and the same, Richard proposed that prior to taking on any job for the GLA, a contractor must first acquire a GLA contract/agreement form signed by the Road Committee Chairs and by the contractor. The form would authorize the details of a specific job (ie designated location and time frame) and conditions of payment for that job, etc. Contractors would be required to include the form with their bill. Prior to payment, at least 2 GLA Board members (Committee Chairs?) would need to review and approve payment. The Treasurer will have a file for each Independent contractor that contains all necessary information regarding the contractor (ie. workman's comp exempt status, tax ID numbers, etc.)

ACTION ITEM: ***Charlene - (Acting as volunteer secretary for the Road Committee)*** - Draft a contractor authorization/agreement form and submit to Managerial Committee for formatting/finalization.

ACTION ITEM: ***Managerial Committee*** – Finalize contractor job authorization/agreement form and submit to Richard and Road Committee for final approval.

ACTION ITEM: ***Managerial Committee*** – Document new procedures for contractors and job authorization/agreement forms

b) Contractor who billed the GLA without authorization

Rich reported that billing protocol had been broken when a contractor, Steve Sirios billed the GLA for snow removal work but had not received authorization to do the job. Steve had been informed of the GLA's policy regarding authorization.

ACTION ITEM: ***Sheridan*** – Call Steve Sirios tomorrow. Give copy of Steve's bill to Richard Bolen.

ACTION ITEM: ***Richard*** – Draft a letter to Steve stating that he needs prior approval to remove snow and must submit a signed authorization form prior to working for the GLA. Give draft to Management Committee for finalization and mailing.

7.2.1.2 Report on research re: Road Committee plan for snow removal – Road & Managerial Committees

Discussion. See above.

7.4 Community Committee – RB/LB

7.4.1 GLA Emergency Preparedness Subcommittee WS/LB

7.4.1.1 Review January 26 Emergency Preparedness Meeting – WS/LB. Tabled.

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7.4.1.2 Review and vote on proposal for special assessment for snow removal/contingency fund – AA

Discussion points included: (1) Snow removal in January 2011 has already spent the entire year's snow removal budget. (2) In order to proceed with a Special Assessment needed to cover the unusually high snow removal expenses for this winter season, a letter must be drafted and mailed out with a ballot asking for Landowner approval of the proposed special assessment. (3) Suggestion that the special assessment be $50.00 per assessment with owners in High South (accessed by Hercules Road) paying a double assessment. This would bring in approximately $35,000. Special Assessments funds would be set aside for snow removal and road repair only. (4) Road Committee reported that the roads will be potholed and damaged by this season's heavy snow fall since this creates a lot of moisture on the road that cannot be absorbed by the frozen surface below. (5) Rich believes $35,000 is needed to pay for snow removal, repairs and for reserve for future weather emergencies. (6) The amount of the special assessment must be well justified. If the vote fails to pass it, the GLA will need to raise the assessments 10% in 2012's budget. This 10% would be about $12,000. (7) The GLA spent more than $12,000 in just the Thanksgiving storm.

Motion: Alyssa motioned and Gerald seconded to proceed with the special assessment of $50 per assessment and double this amount in High South. Denise will draft the special letter with input from the Managerial Committee, the Road Committee, the Treasurer and Bookkeeper. The letter will give the facts and figures to justify the amount being requested. The special meeting required for Landowner comment regarding the special assessment will be held at the earliest possible time depending on when this letter/ballot is mailed. **Motion carried unanimously.**

ACTION ITEM: ***Denise w/Managerial & Road Committees, Treasurer and Bookkeeper*** – Draft special assessment letter.

7.4.1.3 Discuss telephone tree management / messaging service for emergencies – LB

Discussion.

Procedure for Telephone Trees: One person will work with the Managerial & Road Committee to compose the emergency telephone trees. When the trees are completed, Clare will be the contact person to work with Maydell Goulart, who calls out the trees,

7.4.1.4 Discuss procedure for communication between the GLA & contractors/helpers during emergencies – Road & Management Committees

Discussion. This topic was covered to some extent in 7.2.1.1, the rest was tabled.

8. **Comment Period for Visiting Landowners**
9. **Adjournment 9:30 p.m.**
10. **Next Board Meeting: March 14, 2011, 6:45 p.m. at St. John's Church**

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Drafts: 02 27 11; 03 05 11; 04 11 11 - FINAL
Final Approval: 04 11 11

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

February 21, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Approve January 10, 2010 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
5. Officer Reports
   - 5.1 Report on research re: list of services required by GLA Covenants/Bylaws – RB (5 min)
6. UNFINISHED BUSINESS
   - 6.1 Managerial Committee – LB/AA
     - 6.1.1 Status of Complaints – RB (5 min)
       - a) K. Ramp/Parcel 97 Letter
     - 6.1.2 Status of Items for Attorney Review – LB (1 min)
       - 6.1.2.1 Summary of guidelines for independent contractors vs. employees – SS/DO (1 min)
7. NEW BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Lot 54-C (NG) Lori and Billy Guldan: Garage/Workshop – AA (5 min)
   - 7.2 Road & Weed Committee – WS/RS
     - 7.2.1 Snow Removal & Contractors
       - 7.2.1.1 Review proposal for procedures re: snow removal contractors – Road & Managerial Committee (5 min)
       - 7.2.1.2 Report on research re: Road Committee plan for snow removal – Road & Managerial Committee (5 min)
   - 7.4 Community Committee – RB/LB
     - 7.4.1 GLA Emergency Preparedness Subcommittee – WS/LB
       - 7.4.1.1 Review January 26 Emergency Preparedness Meeting – WS/LB
       - 7.4.1.2 Review and vote on proposal for special assessment for snow removal/contingency fund – AA (15 min)
       - 7.4.1.3 Discuss telephone tree management / messaging service for emergencies – LB (5 min)
       - 7.4.1.4 Discuss procedure for communication between the GLA & contractors/helpers during emergencies – (Road & Management Committees)
8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Public Board Meeting: APRIL 11, 2011, 6:45 p.m. at St. John's Church

(The traditional Board Orientation Meeting for Board Members will take place on March 14th)

Glastonbury Landowner's Association

2010 Budget Variance Report

January 2011

	Jan 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
102. Dwelling 2000	25.00			
106. Dwelling 2004	17.50			
112. NG Dwelling 2010	20.03			
112. SG Dwelling 2010	57.50			
113. NG Dwelling 2011	0.00	26,454.00	-26,454.00	0.0%
113. SG Dwelling 2011	0.00	19,195.00	-19,195.00	0.0%
125. Land Prior to 2000	25.00			
126. Land 2000	25.00			
130. Land 2004	17.50			
136. NG Land 2010	20.04			
136. SG Land 2010	57.50			
137. NG Land 2011	0.00	29,383.00	-29,383.00	0.0%
150. GAV	0.00	9,359.00	-9,359.00	0.0%
161. Penalties Late Accounts	2.00			
100. Parcel Assessment Fees - Other	28,226.90			
Total 100. Parcel Assessment Fees	28,518.97	84,391.00	-55,872.03	33.8%
137. SG Land 2011	0.00	33,012.00	-33,012.00	0.0%
200. Project Review Fees	0.00	3,325.00	-3,325.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	0.00	1,480.00	-1,480.00	0.0%
Total 300. Roads	0.00	1,480.00	-1,480.00	0.0%
500. Interest Earned				
501. Savings Interest	4.46	60.00	-55.54	7.4%
Total 500. Interest Earned	4.46	60.00	-55.54	7.4%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	1,899.34			
804. ChipSeal-5 payments/land	538.44			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	2,437.78	21,913.00	-19,475.22	11.1%
Total Income	30,961.21	144,181.00	-113,219.79	21.5%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	480.00			
A02B. South Glastonbury	1,100.00			
A02C. High South Glastonbury	2,662.50			
A02G. Dry Creek	575.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	4,817.50	4,000.00	817.50	120.4%
A03. Contractors - Weed Contrl	0.00	3,300.00	-3,300.00	0.0%
A05. Equipment Reg & Ins	1,180.00	2,500.00	-1,320.00	47.2%
A06. Equipment Mtce				
A06. Truck #1	70.77			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	711.88	1,500.00	-788.12	47.5%
A08. Road Improvement Loan	0.00	30,225.00	-30,225.00	0.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	0.00	800.00	-800.00	0.0%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	191.14	2,260.00	-2,068.86	8.5%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	191.14	5,200.00	-5,008.86	3.7%

Glastonbury Landowner's Association

2010 Budget Variance Report

January 2011

	Jan 11	Budget	$ Over Budget	% of Budget
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments	0.00	9,808.00	-9,808.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,213.00	-36,213.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,300.00	-14,300.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	6,900.52	104,921.00	-98,020.48	6.6%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	150.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	150.00	3,325.00	-3,175.00	4.5%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
C00. Community/Complaints - Other	0.00	1,800.00	-1,800.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.02 Virtual Message/phone	0.00	200.00	-200.00	0.0%
COO-2.03 Virtual Message set-up	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	0.00	1,800.00	-1,800.00	0.0%
Total COO-2 Gen Op/Subcontractors	480.38	3,150.00	-2,669.62	15.3%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	25.10	600.00	-574.90	4.2%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	25.10	2,490.00	-2,464.90	1.0%
Total D00. Recreation	25.10	2,490.00	-2,464.90	1.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	247.12	100.00	147.12	247.1%
Total F00. Website	247.12	455.00	-207.88	54.3%
G00. Liens				
G01. Lien Filing	0.00	350.00	-350.00	0.0%
G03. Administration	0.00	300.00	-300.00	0.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	0.00	1,150.00	-1,150.00	0.0%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January 2011

	Jan 11	Budget	$ Over Budget	% of Budget
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	405.00	3,300.00	-2,895.00	12.3%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	48.60	950.00	-901.40	5.1%
K07. Postage and Delivery	0.00	1,200.00	-1,200.00	0.0%
K08. Monthly Board Meetings	0.00	2,855.00	-2,855.00	0.0%
K11. Rent	446.00	540.00	-94.00	82.6%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	375.00	950.00	-575.00	39.5%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	1,274.60	18,715.00	-17,440.40	6.8%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,690.00	-1,690.00	0.0%
Total Expense	9,077.72	144,181.00	-135,103.28	6.3%
Net Ordinary Income	21,883.49	0.00	21,883.49	100.0%
Net Income	**21,883.49**	**0.00**	**21,883.49**	**100.0%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

March, 2011

CONFIDENTIAL – DO NOT COPY

There was no meeting held in March 2011.

2011-04-11_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

April 11, 2011

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:35 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President) arrived 7:50 p.m., Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Neil Kremer, Clare Parker, and Rich Spallone (aka Rich) arrived 8:00 p.m..
   ABSENT: Daniel O'Connell, Paul Ranttalo and William Smith.
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant)

   GENERAL CONSENSUS: It was agreed that in order to help the Board to know when quorum will be reached, any Board member who will be late or unable to attend a meeting shall contact another Board member by e-mail or phone ahead of time.

2. **Set Agenda**
   Added: 7.1.3 Project Review – NG 22-A, Sheridan Stenberg Greenhouse
   Added: 6.2.2 Road & Weed - Quonset Hut status and request to complete.

3. **Approve Meeting Minutes for February 21, 2011**
   Discussion. Edits include the removal of 2 question marks on page 2; page numbers need to be changed.
   MOTION: Sheridan motioned and Gerald seconded to approve the Feb. 21 minutes as amended. **Motion carried.** (1abstention - Neil Kremer, who did not attend the meeting.)

4. **Treasurer Reports - Budget Variance, Check & Deposit – SS**
   a) Follow-up on Snowplowing Bill from Steve Sirois
   Sheridan reported that she spoke with Steve Sirois regarding the bill for snowplowing work that had not been authorized by the Road Committee. She discussed with Steve that the GLA had explained to him the authorization requirement prior to his work, and both came to terms that the GLA would not issue payment for that bill.

   b) Dry Creek Road Snowplowing Bills
   The Board discussed the possibility of sending the GLA's bills for snow removal on Dry Creek Road to Park County.
   ACTION ITEM: ***Charlene*** – Check with William and Rich about billing Park County for snow removal on Dry Creek Road.

   c) February 2011 Treasurer Reports
   The February reports that were prepared for the March meeting had been e-mailed to the Board for review in March. Since the March meeting was cancelled, however, the February reports were not printed out and distributed to the Board as hard copies.

   d) March 2011 Treasurer Reports
   MOTION: Alyssa motioned and Clare seconded to approve the Treasurer reports for March 2011. **Motion carried unanimously.**

5. **Officer Reports**
   5.1 Proposal to replace April newsletter w/upcoming special assessment letter – AA
   Discussion. Alyssa reported that the Managerial Committee was unable to complete many pending projects due to people's overloaded schedules and unforeseen personal issues. It was suggested that instead of doing a Spring Newsletter, the usual weed spraying and grading information be mentioned in the Special Assessment letter/mailing/ballot. The

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Final Approval: 05 10 11

Board expressed concern about the delay in getting out Special Assessment letter, the administrative budget and agreed that it would like to have Denise commit to more hours of GLA work. Also discussed was the possibility of offering a $200 incentive bonus to help Denise expedite her work and obtain her independent contractor designation.

ACTION ITEM: ***Alyssa & Laura*** - Ask Denise if she can commit more hours to GLA work, and if a $200 incentive bonus would be helpful in obtaining theindependent contractor status.
ACTION ITEM: ***Laura, Richard and Janet*** - Meet to create a process of communication between the Managerial Committee and the Board to determine how correspondence and communication about pending tasks (such as letter-writing) can better flow, and perhaps compile a set of simple template letters.

6. **UNFINISHED BUSINESS**
   - **6.1.1 Status of items for attorney review – LB et al**
     - **6.1.1.1 Research concerning independent contractors vs. employees**
       See February 21, 2011 Meeting Minutes re: federal requirements.

       6.1.1.1.1 Update re: research of state requirements – RB
       Discussion. Daniel O'Connell has not completed research on state requirements.
       ACTION ITEM: ***Daniel*** - Research state requirements concerning independent contractors vs. employees.

       6.1.1.1.2 Determine if GLA contractors are in compliance with independent contractor requirements –AA
       The Board reviewed how it appears that all of the administrative contractors meet the independent contractor requirements. However, there is still a question concerning snowplow drivers of GLA trucks.
       ACTION ITEM: ***Road Committee*** - Meet and make a recommendation regarding the independent contractor status of snowplow drivers of GLA trucks.

       6.1.1.1.3 Update on 1099 forms – CRM/SS
       Discussion. Charlene reported that there was not enough time to send out 1099 forms for 2010. She will acquire the software and information to do this on time for the upcoming 2011 tax year.

       6.1.1.1.4 Job titles for GLA independent contractors – AA
       Discussion. Alyssa stated that since the GLA does not have employees, any job titles or references to the independent contractors we use should reflect this. Some suggestions were as follows:
       "Managerial Support" or "Administrative Support" as a title for Denise;
       "Bookkeeping Services" and "Board Meeting Assistant" for Charlene.
       ACTION ITEM: ***Alyssa*** **–** Discuss job title possibilities with Denise.

File: MtgMins 04 11 11
Draft (s): 04 14 11, 05 05 11, 05 07 11, 05 09 11; 02 11 12-FINAL
Final Approval: 05 10 11

6.1.1.1.5 GLA snow plow trucks/equipment ownership issues– AA
Discussion.
ACTION ITEM: ***Road Committee*** – Meet to discuss the snowplow trucks/equipment ownership issues; present recommendations at May Board Meeting.

6.2 Road & Weed Committee- WS/RS

6.2.1 Proposal for Meeting to Discuss Snow Removal & Contractors - AA
Alyssa proposed the following:

(a) Road Committee will meet to review & document the following:
- **Management procedure for facilitating snow removal using dispatchers. Clear guidelines for hiring snowplowers.**
- **Procedure for snow removal contractors to use.**
- **Procedure for communication between the GLA & contractors/helpers during emergencies.**

(b) Present above documents to the Board for review and final approval
Discussion.
ACTION ITEM: ***Road Committee*** – If possible, meet before the May 9 Board meeting to discuss items listed in 6.2.1 above and present to Board.

6.2.2 Quonset Hut Status and Request - GD
Discussion. Gerald reported that Paul needs two more hours to complete work on the Quonset hut door, estimated to cost $150.00.
MOTION: Alyssa motioned and Sheridan seconded to approve $150 to complete the work on the Quonset hut door. **Motion carried unanimously.**

7. NEW BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 Parcel 8 (NG)/ E & R Properties, LLC, Ronalee Johnson: Greenhouse – AA
Alyssa reviewed the project and noted that the Tenant-in-Common owner, Svend Andersen, had also signed the application. Gerald did the on-sight inspection of the building site and verified that the necessary setbacks are met.
MOTION: Alyssa motioned and Rich seconded to approve Ronalee Johnson's greenhouse application on Parcel 8 (NG) with the following conditions: (a) any disturbed land be reseeded, and; (b) if electrical service is to be installed, an electrical permit must be obtained. **Motioned carried unanimously.**

7.1.2 Lot 36-C (NG)/ Aija-Mara Accatino: Garage & Small Addition – AA
Alyssa reviewed the application. Discussion included: (a) Due to the small lot size and existing house placement, the garage would encroach on the 15-foot setback from the subdivision's private access road and public utility easement by approximately 3 feet; (b) The garage would not be in the easement, but 12 feet away from it rather than the required 15 feet per GLA Covenants, Section 6.02, and; (c) A minor variance process must take place to ensure no member of the subdivision would be opposed to the garage placement.
MOTION: Alyssa motioned and Clare seconded that Aija-Mara Accatino's garage and sunroom application on Lot 36-C (NG) be approved with the following conditions: (a) Disturbed land be reseeded; (b) Necessary electrical permits be obtained, and; (c) GLA's variance process reveals there is no member of Parcel 36

subdivision, who opposes to the garage setback of 12 feet from the road. **Motion carried.** (2 abstentions - Rich & Gerald, due to conflict of interest.)
ACTION ITEM: ***Alyssa*** – Conduct minor variance process for Aija-Mara Accatino's Lot 36-C (NG) garage 12-foot setback.

7.1.3 Lot 22-A (NG)/ Sheridan Stenberg - Greenhouse
Discussion.
MOTION: Alyssa motioned and Rich seconded to approve Sheridan Stenberg's application for a greenhouse on Lot 22-A (NG) with the condition that any disturbed land be reseeded. **Motion carried unanimously.**

7.2 Community Committee – RB/LB
7.2.1 GLA Emergency Preparedness Subcommittee – WS/LB
7.2.1.1 Review Jan. 26, 2011 Emergency Preparedness Meeting – WS/LB
Tabled.

8. Comment Period for Visiting Landowners. None

9. Adjournment: 9:21 p.m.

10. Next Public Board Meeting: May 9, 2011, 6:45 p.m. at St. John's Church.

File: MtgMins 04 11 11
Draft (s): 04 14 11, 05 05 11, 05 07 11, 05 09 11; 02 11 12-FINAL
Final Approval: 05 10 11

2011-04-11_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

April 11, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Approve Feb. 21, 2011 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
5. Officer Reports
   - 5.1 Proposal to replace April newsletter w/upcoming special assessment letter – AA (2 min)
6. UNFINISHED BUSINESS
   - 6.1 Managerial Committee – LB/AA
     - 6.1.1 Status of items for attorney review – LB et al
       - 6.1.1.1 Research concerning independent contractors vs. employees
         - 6.1.1.1.1 Update re: research of state requirements – RB
         - 6.1.1.1.2 Determine if GLA contractors are in compliance with independent contractor requirements –AA (3 min)
         - 6.1.1.1.3 Update on 1099 forms – CRM/SS (1 min)
         - 6.1.1.1.4 Job titles for GLA independent contractors – AA (5 min)
         - 6.1.1.1.5 GLA snow plow trucks/equipment ownership issues – AA (15 min)
   - 6.2 Road & Weed Committee- WS/RS
     - 6.2.1 Proposal for Meeting to Discuss Snow Removal & Contractors (AA – 2 min)
       - (a) Meet to review & document the following:
         - Management procedure for facilitating snow removal
         - Procedure for snow removal contractors to use
         - Procedure for communication between the GLA & contractors/helpers during emergencies
       - (b) Present above documents to the Board for review and final approval
7. NEW BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcel 8 (NG)/ E & R Properties, LLC, Ronalee Johnson: Greenhouse – AA (5 min)
     - 7.1.2 Lot 36-C (NG)/ Aija-Mara Accatino: Garage & Small Addition – AA (10 min)
   - 7.2 Community Committee – RB/LB
     - 7.2.1 GLA Emergency Preparedness Subcommittee – WS/LB
       - 7.2.1.1 Review January 26 Emergency Preparedness Meeting – WS/LB (5 min)
8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Public Board Meeting: May 9, 2011 6:45 p.m. at St. John's Church

Glastonbury Landowner's Association

2010 Budget Variance Report

January through March 2011

	Jan - Mar 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
102. Dwelling 2000	120.00			
103. Dwelling 2001	5.00			
106. Dwelling 2004	35.00			
110. SG Dwelling 2008	10.00			
111. NG Dwelling 2009	50.00			
111. SG Dwelling 2009	125.47			
112. NG Dwelling 2010	848.69			
112. SG Dwelling 2010	1,378.58			
113. NG Dwelling 2011	0.00	26,454.00	-26,454.00	0.0%
113. SG Dwelling 2011	0.00	19,195.00	-19,195.00	0.0%
125. Land Prior to 2000	25.00			
126. Land 2000	120.00			
127. Land 2001	5.00			
130. Land 2004	35.00			
131. Land 2005	60.00			
134. SG Land 2008	10.00			
135. NG Land 2009	50.00			
135. SG Land 2009	230.47			
136. NG Land 2010	919.76			
136. SG Land 2010	2,332.77			
137. NG Land 2011	0.00	29,383.00	-29,383.00	0.0%
150. GAV	2,339.75	9,359.00	-7,019.25	25.0%
160. Finance Chrgs Late Accnts	44.24			
161. Penalties Late Accounts	71.27			
100. Parcel Assessment Fees - Other	56,523.93			
Total 100. Parcel Assessment Fees	65,364.93	84,391.00	-19,026.07	77.5%
137. SG Land 2011	0.00	33,012.00	-33,012.00	0.0%
200. Project Review Fees				
201. Application Fee	25.00			
204. IF - Structures Over 800sf	200.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	225.00	3,325.00	-3,100.00	6.8%
300. Roads				
301. CUT - Road Paving Loan	347.46	1,480.00	-1,132.54	23.5%
303. Snowplowing	30.00			
Total 300. Roads	377.46	1,480.00	-1,102.54	25.5%
500. Interest Earned				
501. Savings Interest	17.04	60.00	-42.96	28.4%
Total 500. Interest Earned	17.04	60.00	-42.96	28.4%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	5,928.23			
804. ChipSeal-5 payments/land	1,577.94			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	10,609.17	21,913.00	-11,303.83	48.4%
Total Income	76,593.60	144,181.00	-67,587.40	53.1%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	0.00	3,300.00	-3,300.00	0.0%
A05. Equipment Reg & Ins	1,180.00	2,500.00	-1,320.00	47.2%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through March 2011

	Jan - Mar 11	Budget	$ Over Budget	% of Budget
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	191.14	2,260.00	-2,068.86	8.5%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	501.14	5,200.00	-4,698.86	9.6%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments	0.00	9,808.00	-9,808.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,213.00	-36,213.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,300.00	-14,300.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	22,955.65	104,921.00	-81,965.35	21.9%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	400.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	400.00	3,325.00	-2,925.00	12.0%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C04. Legal Fees	125.00	870.00	-745.00	14.4%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
C00. Community/Complaints - Other	0.00	1,800.00	-1,800.00	0.0%
Total C00. Community/Complaints	125.00	2,845.00	-2,720.00	4.4%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	490.00			
COO-2.02 Virtual Message/phone	14.95	200.00	-185.05	7.5%
COO-2.03 Virtual Message set-up	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	0.00	1,800.00	-1,800.00	0.0%
Total COO-2 Gen Op/Subcontractors	985.33	3,150.00	-2,164.67	31.3%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	75.30	600.00	-524.70	12.6%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	75.30	2,490.00	-2,414.70	3.0%
Total D00. Recreation	75.30	2,490.00	-2,414.70	3.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through March 2011

	Jan - Mar 11	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	38.00	350.00	-312.00	10.9%
G03. Administration	0.00	300.00	-300.00	0.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	38.00	1,150.00	-1,112.00	3.3%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	1,087.50	3,300.00	-2,212.50	33.0%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	147.76	950.00	-802.24	15.6%
K07. Postage and Delivery	22.37	1,200.00	-1,177.63	1.9%
K08. Monthly Board Meetings	256.51	2,855.00	-2,598.49	9.0%
K11. Rent				
K11B. Storage/Boxes	75.00			
K11. Rent - Other	446.00	540.00	-94.00	82.6%
Total K11. Rent	521.00	540.00	-19.00	96.5%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	375.00	950.00	-575.00	39.5%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	2,410.14	18,715.00	-16,304.86	12.9%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,690.00	-1,690.00	0.0%
Total Expense	27,245.54	144,181.00	-116,935.46	18.9%
Net Ordinary Income	49,348.06	0.00	49,348.06	100.0%
Net Income	**49,348.06**	**0.00**	**49,348.06**	**100.0%**

Glastonbury Landowner's Association

2010 Budget Variance Report

January through February 2011

	Jan - Feb 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
102. Dwelling 2000	75.00			
106. Dwelling 2004	35.00			
110. SG Dwelling 2008	10.00			
112. NG Dwelling 2010	100.67			
112. SG Dwelling 2010	217.50			
113. NG Dwelling 2011	0.00	26,454.00	-26,454.00	0.0%
113. SG Dwelling 2011	0.00	19,195.00	-19,195.00	0.0%
125. Land Prior to 2000	25.00			
126. Land 2000	75.00			
130. Land 2004	35.00			
134. SG Land 2008	10.00			
136. NG Land 2010	193.99			
136. SG Land 2010	599.50			
137. NG Land 2011	0.00	29,383.00	-29,383.00	0.0%
150. GAV	2,339.75	9,359.00	-7,019.25	25.0%
160. Finance Chrgs Late Accnts	6.94			
161. Penalties Late Accounts	14.97			
100. Parcel Assessment Fees - Other	48,295.36			
Total 100. Parcel Assessment Fees	52,058.68	84,391.00	-32,332.32	61.7%
137. SG Land 2011	0.00	33,012.00	-33,012.00	0.0%
200. Project Review Fees	0.00	3,325.00	-3,325.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	347.46	1,480.00	-1,132.54	23.5%
Total 300. Roads	347.46	1,480.00	-1,132.54	23.5%
500. Interest Earned				
501. Savings Interest	4.46	60.00	-55.54	7.4%
Total 500. Interest Earned	4.46	60.00	-55.54	7.4%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	4,168.23			
804. ChipSeal-5 payments/land	1,402.24			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	8,673.47	21,913.00	-13,239.53	39.6%
Total Income	61,084.07	144,181.00	-83,096.93	42.4%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	480.00			
A02B. South Glastonbury	1,200.00			
A02C. High South Glastonbury	6,442.50			
A02G. Dry Creek	695.00			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	8,817.50	4,000.00	4,817.50	220.4%
A03. Contractors - Weed Contrl	0.00	3,300.00	-3,300.00	0.0%
A05. Equipment Reg & Ins	1,180.00	2,500.00	-1,320.00	47.2%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through February 2011

	Jan - Feb 11	Budget	$ Over Budget	% of Budget
A11. Miscellaneous				
A11A. Fuel	0.00	800.00	-800.00	0.0%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	191.14	2,260.00	-2,068.86	8.5%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	191.14	5,200.00	-5,008.86	3.7%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments	0.00	9,808.00	-9,808.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,213.00	-36,213.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,300.00	-14,300.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	18,944.15	104,921.00	-85,976.85	18.1%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	400.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	400.00	3,325.00	-2,925.00	12.0%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
C00. Community/Complaints - Other	0.00	1,800.00	-1,800.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.02 Virtual Message/phone	0.00	200.00	-200.00	0.0%
COO-2.03 Virtual Message set-up	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	0.00	1,800.00	-1,800.00	0.0%
Total COO-2 Gen Op/Subcontractors	480.38	3,150.00	-2,669.62	15.3%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	50.20	600.00	-549.80	8.4%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	50.20	2,490.00	-2,439.80	2.0%
Total D00. Recreation	50.20	2,490.00	-2,439.80	2.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	247.12	100.00	147.12	247.1%
Total F00. Website	247.12	455.00	-207.88	54.3%
G00. Liens				
G01. Lien Filing	0.00	350.00	-350.00	0.0%
G03. Administration	0.00	300.00	-300.00	0.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	0.00	1,150.00	-1,150.00	0.0%

Glastonbury Landowner's Association

2010 Budget Variance Report

January through February 2011

	Jan - Feb 11	Budget	$ Over Budget	% of Budget
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	765.00	3,300.00	-2,535.00	23.2%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	135.16	950.00	-814.84	14.2%
K07. Postage and Delivery	5.34	1,200.00	-1,194.66	0.4%
K08. Monthly Board Meetings	226.51	2,855.00	-2,628.49	7.9%
K11. Rent	446.00	540.00	-94.00	82.6%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	375.00	950.00	-575.00	39.5%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	1,953.01	18,715.00	-16,761.99	10.4%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,690.00	-1,690.00	0.0%
Total Expense	22,074.86	144,181.00	-122,106.14	15.3%
Net Ordinary Income	39,009.21	0.00	39,009.21	100.0%
Net Income	**39,009.21**	**0.00**	**39,009.21**	**100.0%**

2011-05-09_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

May 9, 2011

FINAL

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1. **Call to order**
   The meeting was called to order by Laura Boise at 7:00 p.m. at St. John's Church.
   PRESENT: Laura Boise (Vice President) Janet Naclerio (Secretary), Daniel O'Connell, Clare Parker, Paul Ranttalo, William Smith, and Rich Spallone (aka Rich).
   Alyssa Allen, Gerald Dubiel and Neil Kremer arrived 7:50 pm.
   ABSENT: Richard Bolen, Sheridan Stenberg.
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Val O'Connell (Landowner), and Danilee Howe (Neighbor).

2. **Set Agenda**
   Add 7.4.2. Questions re: Collection Committee (DKO)

3. **Approve Meeting Minutes for April 11, 2011**
   Discussion. Two minor edits. First edit, 5.1, remove "expedite her work and." Second edit, 6.1.1.1.3 remove the extra word, "have."
   MOTION: Janet motioned and Clare seconded to accept the April 11, 2011 minutes as amended. **Motion carried.** (3 Abstentions: Paul; William and Daniel, who did not attend the meeting.)

4. **Treasurer's Reports - Budget Variance, Check & Deposit – SS**
   Charlene presented reports in Sheridan's absence.
   UNANIMOUS AGFREEMENT: The Board approved the April 2011Treasurer's Reports

5. **Officer Reports**
   5.1 Special Assessment Letter – LB/RB/AA
   5.1.1 Proposed revisions based on Attorney input – LB
   Discussion points: (1) Laura reported conversation with our attorney, who confirmed that Landowners who do not live in High South cannot legally vote for a special assessment amount that would be higher for High South Landowners than for themselves. Only High South Landowners could vote for an additional increase for the High South owners. (2) A new special assessment motion will need to be voted on in order to override the motion made in February regarding the special assessments. (3) The Board agreed to set the precedent of proceeding carefully in the process of establishing a special road assessment. (4) The Board discussed wording and points that should be contained in the letter. (Note Taker has copy of main points discussed.)
   ACTION ITEM: ***Laura*** – Work with Richard and the Managerial Committee to develop the special assessment letters based on attorney input and accurate figures of amount spent on snow removal in each area. The estimate of repair costs will be divided equally among all areas. Email letter draft to the Road Committee for approval. Then email to the entire Board for vote of approval.
   ACTION ITEM: ***Road Committee*** - Submit an estimate of repair costs to paved and gravel roads to Laura.

6. **UNFINISHED BUSINESS**
   6.1 Managerial Committee – LB/AA
   6.1.1 Procedure for communication between Managerial Committee & Board, etc. – (LB/AA/RB/JN) Tabled.

   6.1.2 Update re: GLA Job Titles for administrative personnel – AA Tabled.

File: MtgMins 05 09 11
Draft: 06 13 11; 06 27 11 - FINAL
Final Approval: 06 27 11

6.2 Project Review Committee – AA/RS

6.2.1 Update re: Variance on Garage Setback for Lot 36-C (NG) - Aija-Mara Accatino – AA

Alyssa reported that she contacted all the neighbors on parcel NG 36 and no one was opposed to the variance for the garage setback for lot NG 36-C, therefore the previous motion to approve the variance with this condition was fulfilled.

6.3 Road & Weed Committee - WS/RS

6.3.1 Proposal re: Management Details for Snowplowing & Contractors. Tabled.

6.3.2 Report on Independent Contractor Status of GLA Snowplow Drivers Tabled.

6.3.3 Recommendations re: snowplow trucks/equipment ownership issues

Action Item: ***Road Committee*** – Review independent contractor issue as it applies to the snowplow trucks and drivers and make a recommendation to the Board.

6.3.4 Weed Spraying (WS) ***- Added to the agenda***

William is a member of the County Weed Management Committee. He needs to step down from that position and asked if anyone on the Board would be interested in taking it on. The next County Weed Management Committee meeting will be held in the Forest Service building, 2:00 p.m., Tuesday, May 10, 2011.

7. NEW BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 5 Residences – AA

Alyssa described the proposed plans for the Ericksons, which includes 5 dwellings to be used by their family. Since they own 2 original, undivided parcels, the Master Plan allows them to have 4 full-time residences. If the two parcels were subdivided into two lots on #90 and two lots on #91, there could be a house and guesthouse on each lot, for a total of 8 dwellings (4 houses and 4 guesthouses.) Since their proposed plan is to build a total of 5 dwellings, they would have to go through a major variance process. Alyssa reported that the Ericksons were already willing to agree not to develop any more dwellings on either of their parcels, limiting the dwellings to the proposed 5 on Parcel 91. The Board also discussed that the plat map they submitted did not show the correct road easement location, which had been changed in 2003, and they would have to move the buildings or work with the GLA to possibly relocate the easement cul-de-sac. Road access was discussed and Alyssa reported that the Ericksons had indicated that they would be willing to improve Upper Sagittarius Skyway at their own expense, and that they were not expecting road maintenance and snowplowing services from the GLA.

UNANIMOUS CONSENT: The Board agreed that Alyssa should proceed with the variance process for the additional building on Erickson Parcels 90 & 91 SG. An agreement would be drawn up describing that the Erickson's will not further develop beyond the 5 proposed dwellings, and this agreement runs with the land.

ACTION ITEM: ***Alyssa*** – Proceed with the variance process for the Ericksons

ACTION ITEM: ***Project Review Committee*** – Inform Cikan Architects that the plat map being used shows the incorrect easement location and explore what can be done to move buildings out of the easement.

File: MtgMins 05 09 11
Draft: 06 13 11; 06 27 11 - FINAL
Final Approval: 06 27 11

7.2 Community Committee – RB/LB

7.2.1 GLA Emergency Preparedness Subcommittee – WS/LB

7.2.1.1 Review January 26 Emergency Preparedness Meeting – WS/LB
The Board concluded that there had been adequate discussion concerning the meeting and further discussion was not needed.

7.3 Road & Weed Committee – WS/RS

7.3.1 Research re: Billing Park County for GLA Snowplowing of Dry Creek Road – CRM/WS/RS Tabled.

7.3.2 Discuss Proposal for Rural Special Improvement Districts w/Park County Governing Body – WS Tabled.

7.4 Collections Committee – RB/SS /RS/CRM

7.4.1 Report on research, meeting, and attorney recommendations Tabled. (Richard was not present to give an update).

7.4.2 Questions re: Collection Committee (DK0) ***Added to the agenda***
Discussion/questions included: (1) The role of the Collection Committee, (2) The proposal for Committee members to sign a confidentiality agreement, and; (3) Daniel requested to join the Committee.
UNANIMOUS AGREEMENT: The Board approved Daniel's joining the Collection Committee.
UNANIMOUS AGREEMENT: The Board approved the creation of a confidentiality/conflict of interest form to be created for each Collection Committee member to sign.
ACTION ITEM: ***Janet/ Charlene/Denise*** – Write a Confidentiality/Conflict of interest agreement for the Collection Committee.
ACTION ITEM: ***Charlene*** - Send Collection Committee information to Daniel.

8. Comment Period for Visiting Landowners

9. Adjournment 10:00 PM

10. Next Public Board Meeting: June 13, 2011 6:45 p.m. at St. John's Church

File: MtgMins 05 09 11
Draft: 06 13 11; 06 27 11 - FINAL
Final Approval: 06 27 11

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

May 9, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Approve April 11, 2011 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
5. Officer Reports
   - 5.1 Special Assessment Letter – LB/RB/AA
     - 5.1.1 Proposed revisions based on Attorney input – LB (5 min)
6. UNFINISHED BUSINESS
   - 6.1 Managerial Committee – LB/AA
     - 6.1.1 Procedure for communication between Managerial Committee & Board, etc. – (LB/AA/RB/JN)
     - 6.1.2 Update re: GLA Job Titles for administrative personnel – AA (2 min)
   - 6.2 Project Review Committee – AA/RS
     - 6.2.1 Update re: Variance on Garage Setback for Lot 36-C (NG) - Aija-Mara Accatino – AA (1 min)
   - 6.3 Road & Weed Committee - WS/RS
     - 6.3.1 Proposal re: Management Details for Snowplowing & Contractors
     - 6.3.2 Report on Independent Contractor Status of GLA Snowplow Drivers
     - 6.3.3 Recommendations re: snowplow trucks/equipment ownership issues
7. NEW BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 5 Residences – AA (20 min)
   - 7.2 Community Committee – RB/LB
     - 7.2.1 GLA Emergency Preparedness Subcommittee – WS/LB
       - 7.2.1.1 Review January 26 Emergency Preparedness Meeting – WS/LB (5 min)
   - 7.3 Road & Weed Committee – WS/RS
     - 7.3.1 Research re: Billing Park County for GLA Snowplowing of Dry Creek Road – CRM/WS/RS
     - 7.3.2 Discuss Proposal for Rural Special Improvement Districts w/Park County Governing Body – WS (5 mins)
   - 7.4 Collections Committee – RB/SS /RS/CRM
     - 7.4.1 Report on research, meeting, and attorney recommendations (5 min)
8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Public Board Meeting: June 13, 2011 6:45 p.m. at St. John's Church

Glastonbury Landowner's Association

2011 Budget Variance Report

January through April 2011

	Jan - Apr 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
102. Dwelling 2000	120.00			
103. Dwelling 2001	5.00			
106. Dwelling 2004	55.90			
107. Dwelling 2005	49.10			
110. SG Dwelling 2008	10.00			
111. NG Dwelling 2009	77.66			
111. SG Dwelling 2009	343.16			
112. NG Dwelling 2010	1,596.90			
112. SG Dwelling 2010	1,869.56			
113. NG Dwelling 2011	13,760.97	26,454.00	-12,693.03	52.0%
113. SG Dwelling 2011	11,119.04	19,195.00	-8,075.96	57.9%
125. Land Prior to 2000	25.00			
126. Land 2000	120.00			
127. Land 2001	5.00			
130. Land 2004	55.89			
131. Land 2005	126.99			
132. Land 2006	155.23			
133. Land 2007	145.00			
134. SG Land 2008	169.00			
135. NG Land 2009	77.66			
135. SG Land 2009	585.32			
136. NG Land 2010	1,760.11			
136. SG Land 2010	3,200.87			
137. NG Land 2011	18,443.08	29,383.00	-10,939.92	62.8%
137. SG Land 2011	20,895.84	33,012.00	-12,116.16	63.3%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	202.95			
161. Penalties Late Accounts	246.44			
Total 100. Parcel Assessment Fees	79,926.17	117,403.00	-37,476.83	68.1%
200. Project Review Fees				
201. Application Fee	100.00			
203. IF - Structures 200/800sf	300.00			
204. IF - Structures Over 800sf	200.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	600.00	3,325.00	-2,725.00	18.0%
300. Roads				
301. CUT - Road Paving Loan	347.46	1,480.00	-1,132.54	23.5%
303. Snowplowing	30.00			
Total 300. Roads	377.46	1,480.00	-1,102.54	25.5%
500. Interest Earned				
501. Savings Interest	23.78	60.00	-36.22	39.6%
Total 500. Interest Earned	23.78	60.00	-36.22	39.6%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	8,589.04			
804. ChipSeal-5 payments/land	1,768.52			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	13,460.56	21,913.00	-8,452.44	61.4%
Total Income	94,387.97	144,181.00	-49,793.03	65.5%

GLA 02893

Glastonbury Landowner's Association

2011 Budget Variance Report

January through April 2011

	Jan - Apr 11	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	0.00	3,300.00	-3,300.00	0.0%
A05. Equipment Reg & Ins	1,180.00	2,500.00	-1,320.00	47.2%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	191.14	2,260.00	-2,068.86	8.5%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	501.14	5,200.00	-4,698.86	9.6%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments	0.00	9,808.00	-9,808.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,213.00	-36,213.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,300.00	-14,300.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	22,955.65	104,921.00	-81,965.35	21.9%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	400.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	400.00	3,325.00	-2,925.00	12.0%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C04. Legal Fees	125.00	870.00	-745.00	14.4%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
C00. Community/Complaints - Other	0.00	1,800.00	-1,800.00	0.0%
Total C00. Community/Complaints	125.00	2,845.00	-2,720.00	4.4%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	490.00			
COO-2.02 Virtual Message/phone	29.90	200.00	-170.10	15.0%
COO-2.03 Virtual Message set-up	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	0.00	1,800.00	-1,800.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,000.28	3,150.00	-2,149.72	31.8%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through April 2011

	Jan - Apr 11	Budget	$ Over Budget	% of Budget
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	100.40	600.00	-499.60	16.7%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	100.40	2,490.00	-2,389.60	4.0%
Total D00. Recreation	100.40	2,490.00	-2,389.60	4.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	38.00	350.00	-312.00	10.9%
G03. Administration	0.00	300.00	-300.00	0.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	38.00	1,150.00	-1,112.00	3.3%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	1,372.50	3,300.00	-1,927.50	41.6%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	176.06	950.00	-773.94	18.5%
K07. Postage and Delivery	110.37	1,200.00	-1,089.63	9.2%
K08. Monthly Board Meetings	380.26	2,855.00	-2,474.74	13.3%
K11. Rent				
K11B. Storage/Boxes	75.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%
Total K11. Rent	536.00	540.00	-4.00	99.3%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	375.00	950.00	-575.00	39.5%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	2,965.19	18,715.00	-15,749.81	15.8%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,690.00	-1,690.00	0.0%
Total Expense	27,840.64	144,181.00	-116,340.36	19.3%
Net Ordinary Income	66,547.33	0.00	66,547.33	100.0%
Net Income	**66,547.33**	**0.00**	**66,547.33**	**100.0%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

June 13, 2011

FINAL

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1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:05 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President) Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Daniel O'Connell, Paul Ranttalo, William Smith, and Rich Spallone (aka Rich).
   ABSENT: Neil Kremer and Clare Parker
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Tim Brockett, Walter and Regina Wunsch, Val O'Connell, Danilie Howe, Chuck Tanner, Peter Naclerio, Frank Cikan, and Mary Ann Svehla of Cikan Architects, P.C.

2. **Set Agenda**
   The following agenda items were added:
   5.1.1 Daniel requested a discussion on contract obligations as pertaining to the project review proposal of Parcels 90 & 91 (SG).
   7.2.4 Formation of a legal officer position, change the word "committee" to "officer" in this agenda item.

3. **Approve Meeting Minutes for May 9, 2011** Tabled.

4. **Treasurer's Reports - Budget Variance, Check & Deposit – SS**
   MOTION: Laura motioned and Janet seconded to accept the Treasurer's reports for May 2011. **Motion carried. (1 abstention – Daniel)**

5. **Officer Reports**
   5.1 Proposed Policy for Handling Legal Issues and E-mail Communication – LB
   a) Proposal for handling legal issues: Laura reported that due to differing interpretations of our Covenants and Bylaws among some Board Members, she spoke with Hertha Lund, our attorney, who advised that any questions be presented to her for legal interpretation. Then, based on this legal advice, policies will be drafted, discussed and approved or disapproved by the Board's vote.
   b) E-mail communication among Board Members: Laura reported that Hertha advised that e-mail not be used as a means to discuss important issues. She recommended that the GLA hire Alanah Griffith (an attorney who specializes in homeowner association law) to draft a policy regarding e-mail communication that the Board can then vote to adopt. When the Board develops a policy based on our attorney's advice; that policy will be reviewed by the attorney before the Board votes on it.

   MOTION: Laura motioned and Alyssa seconded to send legal questions to the attorney and use the legal advice given to create policies. (We can create a policy for e-mail communications that are not based on weighty issues that require deliberation among the whole Board.) **Motion carried. (9 in favor; 1 opposed – Daniel).**

   ACTION ITEM: ***Board*** – Submit questions along with any documentation to Richard to be forwarded to the attorney.

   5.1.1 Contract Obligations
   Daniel stated that a contract is being made between the GLA and the Ericksons as part of the conditions for potentially approving the Erickson's building project on Parcels 90 & 91 (SG), and that according to the Bylaw Article VI-B, a contract must be less than 5 years or it requires 51% membership approval.

File: MtgMins 06 13 11
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before, during and after their construction activities for any damage they cause to the association roads leading to their parcels. **[Superceded by refinements made at June 27, 2011 meeting.]**

6. Snow plowing of the last .6 of a mile of Upper Sagittarius Skyway will be paid for by the Ericksons when they need access.
7. Each dwelling will have impact fees for construction.
8. Each dwelling pays an assessment.
9. The GLA is not obligated to provide any road maintenance.
10. Property is not to be resold as a Commercial Lodging facility such as a B&B or guest ranch because of road impact.
11. Variance grants permission to build 5 dwellings as stated in the Ericksons'site plan with the 25-foot setback for 3 of the dwellings.
12. Ericksons must adhere to their site plan as they proceed with the buildings regarding size and location. The first phase is for buildings 2 and 5, which are shown in the current application.
13. Ericksons will submit application details and individual project review forms for the other 3 buildings when they are ready to proceed with phase 2.
14. Outbuilding development will be limited and the Ericksons will submit a project review application for any future outbuildings.
15. Limit commercial activity
16. Require the Ericksons' attorney to draw up an agreement that addresses all the Board's concerns and requirements.
17. Hertha will review this agreement.

MOTION: Daniel motioned and William seconded to table the Erickson's project review until some of these issues are sorted out such as what agreement we will make with the Ericksons. **Motion carried. (6 in favor; 3 opposed)**
Discussion.
AMENDMENT TO ABOVE MOTION: William motioned and Gerald seconded to amend Daniel's motion that tabled the variance on five buildings until more information is gathered and instead allow "phase one" of the project that includes buildings 2 and 5 to go forward using a new project review form. **Motion did not carry. (3 in favor – William, Gerald & Daniel; 5 opposed.)**

GENERAL CONSENSUS AGREEMENT: The Board agreed to meet on Monday, June 20, 2011 at 7:00 pm to continue deliberations on this variance.

ACTION ITEM: ***Janet*** – Contact Eileen Story to determine if St. John's Church can be booked on June 20 and inform the Board of the outcome.

6.2 Community Committee – RB/LB

6.2.1 Review 2010 Letters from J. Johnson requesting ban of fireworks in Glastonbury

The Board reviewed Johnson's letters proposing that fireworks should be banned from Glastonbury as they have seriously disturbed her pets and are a potential fire hazard. The Board did not agree to limit the use of fireworks in Glastonbury. Discussion included: (1) Fireworks are not allowed in Golden Age Village where J. Johnson lives but are allowed on Glastonbury private land; (2) It is up to individual Landowners to use fireworks responsibly and limit the fire hazard, (3) Since shooting firearms is allowed on GLA private land and fireworks are an

accessible to all association Landowners. The Ericksons are willing to pay for snow removal on Upper Sagittarius Skyway when they need access in winter.
f) Alyssa said that a fire fill tank of 20,000 gallons would be installed close to the cul-de-sac, and this cistern could be used for fire protection for all High South properties. Alyssa mentioned how Greg Coleman pointed out that a development with a watered green lawn is easier to protect than dry grass in a fire. She showed photos of the building site that illustrated how all trees are much more than 100 feet away.
g) Alyssa reported on the input from four neighboring Landowners submitted on the variance response forms. None of the adjacent Landowners were opposed to the variance. The owners of Parcel 89 said he agrees with the variance. The owners of Parcel 92 indicated that they liked the residential nature of the project. The owner of Parcel 93 responded, "it is an appropriate use of land and preserves the natural resources." Tim Brockett, owner of Parcel 88A, says he approves the compound in principal, has no problem with a residential compound, but hopes it doesn't turn into a subdivision or commercial operation. His concerns are possible fire hazard of buildings being 25–30 feet apart, road not being accessible to fight a fire in winter, large enough septic and drain field for large family, wants to move the project 500 feet to the hilltop and have no buildings on Parcel 90.

6.1.1.2 Further Discussion Points
a) The idea of a conservation easement to be placed on Parcel 90;
b) Whether or not to ban all buildings on 90 or just dwellings;
c) Whether or not to limit outbuildings on either Parcel;
d) Whether the Forest Service need to be contacted since property borders their land;
e) The Erickson's attorney could draw up an agreement that would run with the land and restrict any future residential development on Parcel 90 and restrict future commercial use of the residential cluster on Parcel 91 into perpetuity;
f) The GLA would review any future outbuilding projects on either Parcel;
g) Hertha Lund will review any agreement presented by the Erickson's attorney
h) The variance has to do with the density of dwellings per parcel
i) Whether or not the Erickson's have a valid hardship or need for a variance. Daniel stated that the Board cannot offer a variance based on the Erickson's not using Parcel 90, and felt that the steep terrain does not bar them from using their land.
j) Daniel questioned the number of variances for the Erickson's project review.

6.1.1.3 The Board listed a number of conditions that would be required in order to give preliminary approval for the variance as follows:
1. Limit number of dwellings on both parcels to five dwellings on Parcel 91 and no dwellings on Parcel 90.
2. Ownership of Parcels 90 and 91 stays as one ownership entity and will not be subdivided.
3. Must follow state/county laws regarding sanitation, septic, drain fields, etc.
4. The GLA doesn't regulate fire protection, therefore the Ericksons will abide by all fire regulations.
5. The last .6 of a mile of Sagittarius Skyway is considered a jeep trail and is not maintained by the Association. Any improvements to the road will be done voluntarily by the Ericksons' at their own expense, and they are responsible

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ACTION ITEM: ***Richard*** - Consult the attorney about how Bylaw Article VI-B applies to the conditions of the Erickson's potential project approval.

5.2 Update on Special Assessment Letter – LB/RB/AA/Road Committee

Discussion included: (1) The Road Committee determined that an additional special assessment of $90 for the 69 High South Landowners would cover the costs of snow removal in High South for the 2010 – 2011 snow season; (2) The $90 is in addition to the $30 per assessment that all Glastonbury Landowners will be asked to approve by vote, and; (3) There is a need to contact all Landowners by phone before the letter goes out to encourage them to vote.

ACTION ITEM: ***Charlene*** – Work with William, Rich and Managerial Committee to draft the special assessment letter. Send final draft to all Board Members.

ACTION ITEM: ***Board*** – Organize a team to contact High South Landowners regarding the $90 proposed assessment and all Landowners about the $30 special assessment and encourage them to vote to approve these assessments when the letter comes to them.

6. UNFINISHED BUSINESS

6.1 Project Review Committee – AA/RS

6.1.1 Update re: Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 5 Residences – AA

6.1.1.1 Overall Review and Discussion

a) Alyssa enumerated the ways that impact on the community is being reviewed including fire safety, sanitation, ground water, road usage, view shed, etc. and how she has investigated potential problems by contacting Mike Inman at the Park County Planning office, Greg Coleman with the Paradise Valley Fire Department and Barbara Woodbury the County Sanitarian. A site evaluation will be done by C&H Engineering and will have to show that there will be no pollution to Gol Meier Creek and that drain fields will meet State/County requirements.

b) Alyssa showed a new site map that uses the correct plat map and how the proposed buildings have been moved out of the easement. In addition to the variance requests for the dwellings to be placed on Parcel 91 only and the additional 5th dwelling, there is also a variance request to decrease the setback requirement for three buildings from 50 to 25 feet on the Common-Use land boundary and Forest Service boundary due to the steepness of the terrain.

c) Val O'Connell expressed concern about one foundation vs. more than one foundation for each of the five buildings. The architects stated there is only one foundation for each building.

d) Alyssa and Cikan Architects said that the Ericksons are willing to establish some sort of an agreement that nothing will be built on Parcel 90, and that this would run with the land. The Ericksons chose to place the five dwellings in a cluster so that they will serve as a gathering place for family and will reduce development impact on the land. It is important to the Ericksons to preserve the natural environment by avoiding long driveways and scarring the land with cuts and fills. They will use stone and recycled wood materials in the buildings to fit in with surrounding land.

e) The Erickson want to be good neighbors and contribute to the community by improving the section of Upper Sagittarius Skyway to the cul-de-sac at their own expense. These road improvements would make the Common Land more

American tradition, limiting their use could be considered taking away Landowner rights, and; (4) It was suggested that a phone tree be sent out with a friendly reminder about fireworks safety.
ACTION ITEM: ***Charlene*** – Work with Managerial Committee to send out a phone tree (via Maydell Goulart) reminding Landowners to use fireworks carefully, etc.
ACTION ITEM: ***Managerial Committee*** – Respond to J. Johnson.

7. NEW BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 Parcel 52 (NG)/Legacy Ranch – Driveway – AA

Alyssa explained that the proposed development was only for the beginning of the driveway and entry point on Aquarius Lane, and that once the rest of the driveway was determined, the owner would submit an updated map. Gerald had inspected the site and verified that the visibility requirements had been met and that no culvert is needed.
MOTION: Alyssa motioned and Gerald seconded to approve Parcel 52 (NG) Legacy Ranch driveway with the condition that an updated site map will be submitted when the rest of the driveway location has been determined. **Motion carried unanimously.**

7.1.2 Parcel 74 (SG)/Alyssa & Richard Allen – Greenhouse – AA

Alyssa reviewed that due to the location of the existing house, which is 35 feet from the boundary, the proposed greenhouse on the southeast corner would have to be 37 feet from the boundary. Gerald verified the setback distances. Alyssa requested that the sanitation bond be waived since there will be minimal construction debris and no outside contractors will be used. Laura suggested that the impact fee be reduced to $50 due to the size of the project.
MOTION: Sheridan motioned and Gerald seconded to approve Alyssa & Richard Allen's application for a greenhouse on Parcel 74 (SG) with the condition that disturbed land be reseeded and an electrical permit be obtained if needed. The sanitation bond is waived and the impact fee reduced to $50. **Motion carried. (1 abstention – Alyssa)**

7.2 Miscellaneous Questions & Considerations – RB/DKO & Board

7.2.1 Dissolving of the Collection Committee – RB/DKO

At a private Board meeting, the Board approved the formation of the Collection Committee as an advisory committee to the Board. Daniel stated that he believed it should have been formed at a public meeting and that the minutes of February 21, 2011 should to reflect that the committee was formed out-of-order in a private meeting. **[See the meeting minutes for July 14, 2011, which will contain attorney clarification about this situation.]**

7.2.2 Proposal re: Handling Past Due Assessments - RB

1) Richard reviewed the following steps and information that could be used for handling past due assessments:
(a) Send a demand collection letter to all lien accounts. This would be the final offer before turning the account over to a collection agency or collection attorney. (b) Our Bylaws state that any costs incurred in collecting will be added to what is owed. (c) Action Collection Services Inc. of Bozeman charges 35% of amount

collected, which is added by contract. The agency would not charge us anything; instead, their fee is taken from what they collect. The agency employs two attorneys. (d) Richard reviewed what he learned from two attorneys who handle collections.

• Attorney Rick Landers does collection work with homeowner associations using lien foreclosures and pursing judgments. He recommends a title search, costing $100, to check for a clear title. He charges $175 per hour plus costs, a lawsuit filing fee of $125, and he requires a $2,000 retainer.

• Attorney Alanah Griffith does collection work and she recommends justice court rather than foreclosures. She estimates about $800 per collection. Richard said that Alanah offered to train someone in the paperwork procedures and how to do further collections to keep down the costs to the GLA.

2) Board Discussion Points

a) Richard said that the Board could use a collection agency to pursue collection of smaller lien accounts.

b) Valery voiced concern about the need for a collection agency for any reason. She stated that collection agencies cannot legally seize a debtor's assets, bank accounts, or paychecks, nor publicly disclose the debt. Their services are mainly used to find people, write letters and make phone calls.

c) Richard proposed that an attorney could be used to collect from out-of-state Landowners who would be concerned about being sued in Montana.

d) Foreclosure vs. judgments. Richard reported that both attorneys did not like the foreclosure process.

e) Judgments in justice court can be very effective.

f) Foreclosure may not be very effective and could be used as a last resort because the Homestead Act of Montana allows for an exemption to owners losing their home up to $250,000 if they are living in it as a primary residence. Careful research will be needed before we can consider using foreclosure as a method of collection.

g) There are websites such as "reportcard.com" that are useful for further research.

h) A three-layer approach was suggested.

1. Send a strongly-worded letter to all lien accounts.
2. On a case-by-case basis, determine whether to use a collection agency, an attorney, or do nothing for hardship situations.
3. Pursue foreclosure as a last resort.

i) Daniel suggested that a legal officer deal with liens.

7.2.3 Eisvang Response Letter (6/10/11) to the GLA – SS Tabled.

7.2.4 Formation of Legal Officer Position – DKO Tabled.

7.2.5 Legal Status of GLA Committees – DKO Tabled.

7.2.6 Procedure for developing the GLA Agenda – AA Tabled.

7.2.7 Procedure re: letters writing, etc. – AA Tabled.

7.2.8 Secretarial Duties – JN
Daniel commented that the Secretary should take the meeting minutes. Janet clarified that she always takes the minutes in her own personal notebook and oversees the minutes being taken by another minute-taker. This is the policy that was in place on the Board when she became the Secretary nine years ago. Its purpose being that the Secretary should be actively participating in the meeting.

8. **Comment Period for Visiting Landowners**
Val O'Connell said she would submit a list of 15 legal things that she is concerned about in addition to a list of 15 legal concerns regarding the Erickson application.

9. **Adjournment: 10:35 p.m.**

10. **Next scheduled Board Meetings:** June 20, 2011, 7:00 p.m. at St. John's Church, and July 11, 2011, 6:45 p.m. at St. John's Church.

File: MtgMins 06 13 11
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2011-06-13_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

June 13, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Approve May 9, 2011 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
5. Officer Reports
   - 5.1 Proposed Policy for Handling Legal Issues and e-mail Communication – LB (5 min)
   - 5.2 Update on Special Assessment Letter – LB/RB/AA/Road Committee
6. UNFINISHED BUSINESS
   - 6.1 Project Review Committee – AA/RS
     - 6.1.1 Update re: Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 5 Residences – AA (30 min)
   - 6.2 Community Committee – RB/LB
     - 6.2.1 Review 2010 Letters from J. Johnson request ban of fireworks in Glastonbury *(Letter will be emailed as well as distributed at meeting)*
7. NEW BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcel 52 (NG) – Legacy Ranch – Driveway – AA (2 min)
     - 7.1.2 Parcel 74 (SG) – Alyssa & Richard Allen – Greenhouse – AA (2 min)
   - 7.2 Miscellaneous Questions & Considerations – RB/DKO & BOARD
     - 7.2.1 Dissolving of the Collections Committee - RB/DKO (2 min)
     - 7.2.2 Proposal re: Handling Past Due Assessments - RB (10 min)
     - 7.2.3 Eisvang Response Letter (6/10/11) to the GLA - SS (5 min)
     - 7.2.4 Formation of Legal Advisory Committee – DKO (2 min)
     - 7.2.5 Legal Status of GLA Committees - DKO (2 min)
     - 7.2.6 Procedure for developing the GLA Agenda – AA (1 min)
     - 7.2.7 Procedure re: letter writing, etc. – AA (1 min)
8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Public Board Meeting: July 11, 2011 6:45 p.m. at St. John's Church

Glastonbury Landowner's Association

2011 Budget Variance Report

January through May 2011

	Jan - May 11	Budget	$ Over Budget	% of Budget
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	125.50	600.00	-474.50	20.9%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	125.50	2,490.00	-2,364.50	5.0%
Total D00. Recreation	125.50	2,490.00	-2,364.50	5.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	38.00	350.00	-312.00	10.9%
G03. Administration	0.00	300.00	-300.00	0.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	38.00	1,150.00	-1,112.00	3.3%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	1,695.00	3,300.00	-1,605.00	51.4%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	183.96	950.00	-766.04	19.4%
K07. Postage and Delivery	110.37	1,200.00	-1,089.63	9.2%
K08. Monthly Board Meetings	477.76	2,855.00	-2,377.24	16.7%
K11. Rent				
K11B. Storage/Boxes	75.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%
Total K11. Rent	536.00	540.00	-4.00	99.3%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	375.00	950.00	-575.00	39.5%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	3,393.09	18,715.00	-15,321.91	18.1%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,690.00	-1,690.00	0.0%
Total Expense	36,014.91	144,181.00	-108,166.09	25.0%
Net Ordinary Income	65,968.25	0.00	65,968.25	100.0%
Net Income	**65,968.25**	**0.00**	**65,968.25**	**100.0%**

Glastonbury Landowner's Association

2011 Budget Variance Report

January through May 2011

	Jan - May 11	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	0.00	3,300.00	-3,300.00	0.0%
A05. Equipment Reg & Ins	1,180.00	2,500.00	-1,320.00	47.2%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	341.14	2,260.00	-1,918.86	15.1%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	651.14	5,200.00	-4,548.86	12.5%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments	0.00	9,808.00	-9,808.00	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,213.00	-36,213.00	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,300.00	-14,300.00	0.0%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	30,661.97	104,921.00	-74,259.03	29.2%
B00. Project Review				
B01. Contractors	0.00	2,600.00	-2,600.00	0.0%
B03 Sanitation Bond Refunds	400.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	400.00	3,325.00	-2,925.00	12.0%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	800.00	-800.00	0.0%
C04. Legal Fees	125.00	870.00	-745.00	14.4%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
C00. Community/Complaints - Other	0.00	1,000.00	-1,000.00	0.0%
Total C00. Community/Complaints	125.00	2,845.00	-2,720.00	4.4%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	490.00			
COO-2.02 Virtual Message/phone	44.85	200.00	-155.15	22.4%
COO-2.03 Virtual Message set-up	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	0.00	1,800.00	-1,800.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,015.23	3,150.00	-2,134.77	32.2%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through May 2011

	Jan - May 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
102. Dwelling 2000	120.00			
103. Dwelling 2001	5.00			
106. Dwelling 2004	55.90			
107. Dwelling 2005	49.10			
110. SG Dwelling 2008	10.00			
111. NG Dwelling 2009	77.66			
111. SG Dwelling 2009	343.16			
112. NG Dwelling 2010	1,866.71			
112. SG Dwelling 2010	1,900.58			
113. NG Dwelling 2011	14,588.68	26,454.00	-11,865.32	55.1%
113. SG Dwelling 2011	12,178.64	19,195.00	-7,016.36	63.4%
125. Land Prior to 2000	25.00			
126. Land 2000	120.00			
127. Land 2001	5.00			
130. Land 2004	55.89			
131. Land 2005	126.99			
132. Land 2006	155.23			
133. Land 2007	145.00			
134. SG Land 2008	169.00			
135. NG Land 2009	77.66			
135. SG Land 2009	585.32			
136. NG Land 2010	2,013.04			
136. SG Land 2010	3,231.88			
137. NG Land 2011	19,933.83	29,383.00	-9,449.17	67.8%
137. SG Land 2011	22,671.31	33,012.00	-10,340.69	68.7%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	235.45			
161. Penalties Late Accounts	268.60			
Total 100. Parcel Assessment Fees	85,719.13	117,403.00	-31,683.87	73.0%
200. Project Review Fees				
201. Application Fee	100.00			
203. IF - Structures 200/800sf	300.00			
204. IF - Structures Over 800sf	200.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	600.00	3,325.00	-2,725.00	18.0%
300. Roads				
301. CUT - Road Paving Loan	672.21	1,480.00	-807.79	45.4%
303. Snowplowing	30.00			
Total 300. Roads	702.21	1,480.00	-777.79	47.4%
500. Interest Earned				
501. Savings Interest	32.03	60.00	-27.97	53.4%
Total 500. Interest Earned	32.03	60.00	-27.97	53.4%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	9,782.94			
804. ChipSeal-5 payments/land	2,043.85			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	14,929.79	21,913.00	-6,983.21	68.1%
Total Income	101,983.16	144,181.00	-42,197.84	70.7%

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

June 27, 2011- a continuation of the June 13, 2011 meeting

FINAL

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(Note: The same agenda for the June 13th meeting was used for the June 27th meeting. In the June 27th minutes below, the phrase "See 6/13/11 minutes" indicates that the agenda item was addressed on June 27 and can be found in the June 13th minutes.)

1. **Call to order**
   The meeting was called to order by Richard at 7:12 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President) Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Neil Kremer arrived 7:35 p.m., Daniel O'Connell, Clare Parker, Paul Rantallo, William Smith, and Rich Spallone (aka Rich).
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Robert & Kristi Sones, Donna Lash, Chris Williams, Val O'Connell, Debbie & Ken DeGraaf, Kathie Garcia, Charlotte Mizzi, Marjorie Lombard, Jim Phipps, Lisa Buford, Peter Naclerio, Rudy Parker, Tim Brockett, Frank Maglio, Danilie Howe, Attorney Susan Swimley, Frank Cikan, Mary Ann Svehla, and Eric Howe.

2. **Set Agenda**

3. **Approve Meeting Minutes for May 9, 2011**
   Discussion.
   MOTION: William motioned and Gerald seconded to approve the May 9, 2011 meeting minutes as written. **Motion carried. (2 abstentions – Daniel & Sheridan)**

4. **Treasurer's Reports - Budget Variance, Check & Deposit** (See 6/13/11 minutes.)

5. **Officer Reports**
   5.1 Proposed Policy for Handling Legal Issues & E-mail Communication
   (See 6/13/11 minutes.)

   5.2 Update on Special Assessment Letter – LB/RB/AA/Road Committee
   (See 6/13/11 minutes.)

6. **UNFINISHED BUSINESS**
   6.1 Project Review Committee
   6.1.1 Update re: Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 4 Residences
   (Note: this is a continuation of the June 13 discussion on this project. See June 13 Meeting Minutes for details regarding Part 1 of the review. Part 2 of this discussion is stated below.)
   Alyssa reported that as a result of input from Attorney Susan Swimley, the Erickson's have changed their variance request from 5 dwellings to 4 dwellings. Alyssa distributed copies of a document summarizing the current variance request. In addition, a document from Cikan Architects summarizing the findings of Attorney Swimley had been distributed to the Board via e-mail earlier that day, and a hardcopy of this document was distributed to each Board member at the meeting along with the revised site plan of 4 dwellings.
   Various aspects were covered as follows:
   a) Alyssa reviewed some of the historical information of what has occurred with the project so far, and how the Erickson's have shown their intent to contribute to the community by already establishing an agreement with the GLA giving them permission to make improvements to the GLA roads leading to their property at

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their own expense. The Erickson's understand that the GLA is not obligated to maintain the road and provide snow removal on upper Sagittarius Skyway.

b) Attorney Swimley presented her findings of how the Erickson's revised variance project of 4 dwellings meets the requirements of the GLA Covenants, Master Plan and Bylaws.

1. The variance requesting that the 2 allowed dwellings from Parcel 90 be moved to Parcel 91 was due to the hardship of topography. Between the 2 Parcels, the only area of flat land is on Parcel 91 where the proposed dwellings would be clustered. There would be no harm to the community because the dwelling density would stay the same between the 2 Parcels, with no added impact to the GLA roads. The cluster of dwellings would minimize scarring to the land by avoiding large cuts and fills, and have less visual impact on neighboring properties.
2. The variance requesting a 25-foot setback rather than the 50-foot setback is also due to the hardship of topography. In order to place the dwellings on the flat building site the 25-foot setback is required, and it would be a hardship to move the buildings to the 50-foot setback due to the steep terrain and limited flat area for building. There is no harm done by this setback variance because there is still ample distance to the Common Use land and its access and use is not affected. Three of the buildings are one story high and all the buildings are designed to blend into the landscape.
3. Master Plan Section 4.2.4 regarding one variance process does not apply because the Erickson's are not asking to reduce the acreage or to increase the number of lots. Tracts are not changing size and density remains the same.
4. When there is ambiguity regarding the meaning of covenants, the general rule is to decide in favor of the owner being allowed to exercise their constitutional right to use their property.

c) Attorney Swimley answered questions from Landowners and Board Members, and responded to a number of concerns as follows:

- A good job was done in the Covenants regarding the road obligation issue, and the GLA Road Policy adequately addresses the concern of the GLA having liability to provide more in road services than it is capable of.
- Native American privileges do not apply to this project because this land is not designated as Native American land such as a reservation.
- The potential conditions of the project approval do not require a contract with the GLA.
- In order to make sure that any future owner of the property must abide by any conditions established with the Erickson's, the GLA could require that the Erickson's give full disclosure of any conditions that are part of the project approval to any potential buyer in the future.
- Should the development be used commercially in the future, there would not be additional obligation for the GLA to provide road services. Maintenance of the roads is an obligation to a reasonable standard, and the standard is set by the GLA.

d) The Erickson's Architect, Frank Cikan, clarified that the Erickson's "Bambeday" document was not intended to be a part of the project or the variance information, but was strictly to be used by him to understand how the Erickson's

wanted to use space. This document was created by the Erickson's so that Frank could incorporate their ideas into the design, but it does not reflect the actual project as it has evolved into the current design being presented.

e) Frank Cikan answered questions from Landowners and Board Members, and commented on a number of concerns as follows:

- Observing the 50-foot setback would have a significant impact on the design. A medicine wheel is surrounded by buildings like a plaza. Requiring a 50-foot setback would crowd the separation distance of buildings and cause an additional hardship of necessitating a 20-foot high retaining wall on the side where the land slopes down.
- Regarding the issue of hardship created by placing 2 dwellings on each parcel rather than a cluster on one parcel, access to Parcel 90 would be difficult due to terrain. Without the cluster design, the medicine wheel concept would no longer exist, and the whole design around this motif would be gone.

f) Other issues discussed by the Board included the following:

- The development possibly being used for a commercial lodging facility or corporate retreat which would have heavy impact on the roads.
- The necessary documents would need to be in place to protect the GLA from liabilities regarding road services.
- The assessments to be billed would include 4 house assessments and 2 land assessments.
- As a way to ensure that no further dwellings would be built on Parcel 90, the 2 allowed dwellings for Parcel 90 could be billed in the assessments as pertaining to this Parcel. Essentially, each Parcel would be billed for 1 land assessment and 2 dwelling assessments.
- Multi-family dwellings refer to separate families, not families of origin. The design intent of the Erickson project is not to have multi-family dwellings.
- The possibility that the pre-Master Plan setback distance of 25 feet could be grandfathered-in since the Erickson's bought their parcels prior to the Master Plan being adopted.
- The project will be done in 2 phases. At this point, the Board is reviewing a site plan of 4 buildings, which includes the specific details of the first 2 buildings proposed for Phase 1. When the other 2 buildings for Phase 2 are intended to be built, the detailed plans will be submitted for review by the Board.
- Any future outbuildings would be reviewed through the GLA project review process.
- Impact fees for the variance request need to be adjusted on the application to reflect the actual costs incurred by the GLA in processing the application.
- The Erickson's are making a big contribution to the community by pledging to improve the roads thru the canyon of Hercules and the portion of upper Sagittarius Skyway and the parking area for the Common Use land.

g) Various comments from Landowners at the meeting included the following:

- Tim Brockett suggested that the Erickson's subdivide both parcels and place a dwelling on each of the 4 lots, close together in the middle of the acreage to avoid a variance. He is concerned with future commercial use if the Erickson's sell.

- Deb DeGraaf asked if the easement and access to GLA Common Use Land and National Forest Land will still exist. The Board clarified that the parking area and easement/access will remain the same.
- Val O'Connell asked why a driveway is a hardship. Attorney Swimley stated an extra driveway on Parcel 90 is a hardship due to the slope, the cuts and fills required. Rich stated that blasting of solid rock would be required as well.
- Kathie Garcia stated she was involved with the Master Plan Committee for a long time. The intention of the Master Plan was never to limit families from living on the same property. And the community goal is beauty and harmony in an enlightened community. She is concerned that the Board's delay in granting this variance is a problem due to the short building season.
- Charlotte Mizzi stated she has no problem with the project. She worked on the Master Plan for years and is glad to see more families moving here.

MOTION 1: Janet motioned and William seconded that the Board wait to vote on this project until Hertha Lund can be present at the July 11 meeting to answer questions and give advice about this variance.
Discussion. Discussion included that a list of written questions will be given to Hertha to research prior to the next meeting. The date of the meeting may change, as it will be based on Hertha's availability.
Motion 1 failed (4 in favor; 6 opposed).

MOTION 2: Daniel motioned to table this entire variance project until Hertha can come to our meeting in person. **Motion 2 failed (was not seconded).**

MOTION 3: Alyssa motioned and Rich seconded to grant a conditional, preliminary approval for the variance project with contingencies that must be met for the preliminary approval to be valid.
Discussion. Discussion included how this approval with contingencies will allow the Erickson's attorney to move forward with fulfilling the Board's requirements and to work on addressing the Board's concerns. Hertha Lund will be involved in reviewing the project and will also present her findings in person and answer the Board's legal questions. No building is allowed until the conditions of the preliminary approval are met.

1ST AMENDMENT TO MOTION 3: William proposed an amendment to the motion and Laura seconded that language be included in the variance approval that this is a residential project.

2ND AMENDMENT TO MOTION 3: William proposed another amendment to the motion and Alyssa seconded that for clarification the main residence that was previously labeled #5 is now re-labeled to #4, and the garage/dwelling remains #2. The architectural drawings and site plan showing the placement of the four dwellings will be a part of the project variance documentation and included in the motion. Therefore, the residential variance project to be approved is for a site plan of 4 dwellings located on Parcel 91, with the architectural details provided for Phase 1 buildings labeled #2 and #4.

This conditional preliminary approval is based on the following contingencies:

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1. The GLA and the Erickson's attorney will formulate a Road Policy Acknowledgement that protects the GLA into perpetuity regarding its obligation to provide road services to upper Sagittarius Skyway.
2. The project and all proposed documents and agreements will be reviewed by the GLA's attorney, Hertha Lund, for her approval before the preliminary approval can be valid, and adjustments to the project can be made to incorporate any recommended changes.
3. The preliminary approval for this project is based on residential use. A legal way to constrain commercial activity such as a B&B or commercial lodging facility will be established. This agreement will extend into perpetuity in case the property is sold.
4. Applicable assessments for 2 dwellings and 1 land assessment will be charged equally on each of the Parcels 90 and 91.
5. A legal way to limit any further dwellings on Parcel 90 will be established and will run with the land.
6. A reasonable basis for maintaining the roads impacted by the Erickson's construction activities will be established, and the Erickson's will agree to remedy any damage to the roads caused by their construction activities throughout the 2 different phases of the project.
7. The Erickson's will agree to pay the GLA for extra expenses related to the processing of this variance, such as our attorney coming to the July meeting.
8. Once the contingencies for approval are met, the standard conditions of approval will be added such as obtaining necessary permits and reseeding disturbed land.

Discussion: 1) Board members discussed the fact that Daniel O'Connell has threatened in an e-mail sent to the Board on June 11 that any Board Member who votes in favor of this project will be sued. The Board expressed concern that this threat fosters fear and intimidation. 2) Daniel then stated that this is an incomplete project review application document. He feels it does not meet the criteria of a hardship and he stated that he will sue based on the project as it now stands. **Motion 3 carried. (7 in favor; 2 opposed; 2 Abstentions: Laura and Gerald.)**

Clarification: This Motion 3 that carried includes the motion, the amendments and the conditions as listed above for Motion 3.

ACTION ITEM: ***Richard*** – Contact Hertha requesting her involvement in reviewing the Erickson project and her attendance at the July meeting. Contact the Board regarding the best meeting date based on Hertha's schedule.

ACTION ITEM: ***Alyssa*** – Work with Richard and other Board Members to prepare a packet of information about the Erickson project for Hertha's review.

ACTION ITEM: ***Alyssa*** – Contact the Erickson's regarding the adjustments that need to be made to the variance impact fee to reflect the actual costs incurred by the GLA in processing the application.

6.2 Community Committee – RB/LB

6.2.1 Review 2010 Letters requesting ban of fireworks (See 6/13/11 minutes.)

7. **NEW BUSINESS**

7.1 Project Review Committee – AA/RS

7.1.1 Parcel 52 (NG) – Legacy Ranch – Driveway – AA (See 6/13/11 minutes.)

7.1.2 Parcel 74 (SG) – R. Allen – Greenhouse – AA (See 6/13/11 minutes.)

7.2 Miscellaneous Questions & Considerations – RB/DKO & Board

7.2.1 Dissolving of the Collections Committee - RB/DKO (See 6/13/11 minutes.)

7.2.2 Proposal re: Handling Past Due Assessments - RB (See 6/13/11 minutes.)

7.2.3 Eisvang Response Letter (6/10/11) to the GLA - SS

Discussion included: (a) Review of Eisvang's 6/10/11 letter in response to the GLA's 5/11/11 letter; (b) Sheridan reported the Eisvangs have paid up back due assessments for two of their properties and have stated they will not pay back due assessments for their other 3 properties, (c) The GLA will file liens on these 3 properties; (d) The Board needs a collection procedure so that it can act to collect GLA Landowner lien accounts; (e) Rich asked the Board to take the steps needed to legally form a Collection Committee so that a collection procedure can be formulated and acted on. (See section 7.2.8 below regarding formation of committees.)

ACTION ITEM: ***Richard*** - Outline a collection policy to be voted on by the Board at the July meeting.

7.2.4 Formation of Legal Advisory Committee – DKO Tabled.

7.2.5 Legal Status of GLA Committees – DKO Tabled.

7.2.6 Procedure for developing the GLA Agenda – AA Tabled.

7.2.7 Procedure re: letters writing, etc. – AA Tabled.

7.2.8 Formation of Committees – AA - ***added to agenda***

Based on Rich's comment in section 7.2.3e and Daniel's belief that the Collection Committee, which was formed by the Board several months ago, was formed illegally. Alyssa reported the following: According to preliminary information that Alyssa is aware of from Hertha and according to our Bylaws, the Collection Committee had been formed legally. Daniel requested that all of Hertha's comments be put in writing for the Board's review.

ACTION ITEM: ***Richard*** - Request from Hertha that her comments be put in writing regarding the forming of committees and all other pertinent information.

8. **Comment Period for Visiting Landowners**

9. **Adjournment: 10:41 pm**

10. **Next Public Board Meeting: July 11, 2011 6:45 p.m. at St. John's Church.**
NOTE: The July 11 date was changed to July 14.

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Final Approval: 10 17 11

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

June 13, 2011 - 6:45 p.m.
and continued on:
June 27, 2011 - 7: 00 p.m.

1. Call to order
2. Set Agenda
3. Approve May 9, 2011 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
5. Officer Reports
   - 5.1 Proposed Policy for Handling Legal Issues and e-mail Communication – LB (5 min)
   - 5.2 Update on Special Assessment Letter – LB/RB/AA/Road Committee
6. UNFINISHED BUSINESS
   - 6.1 Project Review Committee – AA/RS
     - 6.1.1 Update re: Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 5 Residences – AA (30 min)
   - 6.2 Community Committee – RB/LB
     - 6.2.1 Review 2010 Letters from J. Johnson request ban of fireworks in Glastonbury *(Letter will be emailed as well as distributed at meeting)*
7. NEW BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcel 52 (NG) – Legacy Ranch – Driveway – AA (2 min)
     - 7.1.2 Parcel 74 (SG) – Alyssa & Richard Allen – Greenhouse – AA (2 min)
   - 7.2 Miscellaneous Questions & Considerations – RB/DKO & BOARD
     - 7.2.1 Dissolving of the Collections Committee - RB/DKO (2 min)
     - 7.2.2 Proposal re: Handling Past Due Assessments - RB (10 min)
     - 7.2.3 Eisvang Response Letter (6/10/11) to the GLA - SS (5 min)
     - 7.2.4 Formation of Legal Advisory Committee – DKO (2 min)
     - 7.2.5 Legal Status of GLA Committees - DKO (2 min)
     - 7.2.6 Procedure for developing the GLA Agenda – AA (1 min)
     - 7.2.7 Procedure re: letter writing, etc. – AA (1 min)
8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Public Board Meeting: July 11, 2011 6:45 p.m. at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

July 14, 2011

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1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:04 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President) Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Neil Kremer, Daniel O'Connell, Clare Parker, Paul Ranttalo, William Smith, and Rich Spallone (aka Rich).
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Danilie Howe, Tim Brockett, Charlotte Mizzi, Peter Naclerio, Ian Scott, Ben Van der Vegt, Val O' Connell, Atty. Hertha Lund, Bjorn Boyer, Frank Cikan, Mary Ann Svehla, Eric Howe and Atty. Susan Swimley.

2. **Set Agenda**
   Items Added to New Business:
   7.1 Petition from Glastonbury Landowners for a Special Meeting - RB
   7.3.4 Proposal for Landowner Participation – DKO
   7.3.5 Review Website Committee Duties - AA

3. **Approve Meeting Minutes for June 13, 2011 & June 27, 2011**
   Janet asked for clarification on 6.1.1.3 "Amendment to above motion" on June 13, 2011 minutes, page 4. She requested that the names of the three Board members who voted "yes" should be listed. The Board clarified that William, Daniel and Gerald voted "yes" to this particular amendment to the motion. Daniel then passed out hard copies of his edits to the June 13, 2011 minutes. It was decided by consensus to postpone reviewing the June minutes until the end of the meeting to make the best use of the visiting attorney's time. [Due to lateness of meeting, review of minutes did not take place but was postponed.]
   ACTION ITEM: ***Daniel*** - Send an electronic file of his June 13, 2011 meeting minute edits to Charlene for distribution.

4. **Treasurer's Reports - Budget Variance, Check & Deposit Detail – SS**
   Comments by Daniel: (a) Suggested Alyssa be paid using her business name; (b) Requested that Alyssa send a copy of her independent contractors certificate to the Board; (c) Requested a copy of the meeting minutes in which Managerial Committee was formed and payment to contractors was discussed.
   MOTION: Laura motioned and Sheridan seconded to accept the June 2011 Treasurer's Reports. **Motion carried.** (1 opposed – Daniel)
   ACTION ITEM: ***Alyssa*** - Send copy of Independent Contractor's exemption certificate to the Board.
   ACTION ITEM: ***Denise*** - Send excerpt of meeting minutes to the Board where the Managerial Committee was formed and payment of contractor were discussed.

5. **Officer Reports**
   5.1 Update on Special Assessment Letter – LB/RB/AA/Road Committee
   Discussion. Updated information from Road Committee has been added. Final draft of letter will be sent to the Board when completed.

   5.2 Update on Questions to be Submitted for Attorney Review – RB Tabled.

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6. UNFINISHED BUSINESS

6.1 Project Review Committee – AA/RS

6.1.1 Continuation of Project Review for Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 4 Residences – AA

Review by Alyssa of Updated Application

An update to the Erickson's application (dated 6/27/11) was distributed to the Board. It showed that the number of residences was reduced from 5 to 4. Certain areas on the application where changes had been made were initialed by Mr. Erickson, and included an update to the impact fees to be charged so these would be based on the actual administrative and legal costs incurred by the GLA in processing the variance. A new site map with building footprints for the 4 residences was included. Alyssa briefly summarized the status of the project and reviewed the preliminary, conditional approval that was granted by the Board at the June 27, 2011 meeting.

Comments/Counsel from Hertha Lund, attorney

Hertha Lund came to the meeting at the request of the Board to advise the Board regarding the Erickson's project that she reviewed prior to the meeting. She began by giving an overview of how the Board was to interpret the Association's governing documents. She pointed out that the Bylaws state that the Board has the power to interpret all the provisions of the Bylaws, and such interpretation shall be binding on all parties. If there is a conflict between the Articles and the Bylaws, the Articles shall control. In the hierarchy of these documents the Articles are number one, followed by the Covenants, then the Bylaws and finally, the Master Plan.

Hertha described how the Covenants are an overarching document that pertains to how a property can be developed, and section 4.2 of the Master Plan describes how the Board is to apply certain criteria when reviewing a building project with a proposed variance to the Master Plan. She confirmed that the Board has the right to grant variances, and as the Board goes through a variance process, it must make a determination based on factual findings in order to grant a variance.

Hertha addressed how she does not have a conflict of interest by advising the Board regarding the Erickson's building project. She mentioned how she has represented the Board on and off for the past four years, and that she represents the Board as an entire Board, rather than certain individual Board Members.

Montana Law re: Recording of Meetings

Hertha also stressed that it is important to ask for permission to record a meeting in Montana or it is a criminal violation. At this point in the meeting, she requested that no one record the meeting.

Attorneys Hertha Lund and Susan Swimley Respond to Questions from the Board, Landowners and Guests

Commercial Activity: Hertha stated that the GLA's governing documents allow certain types of commercial activity. An applicant can agree to limit certain types of commercial activities and the Board can take that into consideration for a variance. This limitation would then become a covenant for that parcel/lot and runs with the land.

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Contracts & Hardships: The Board can enter into contracts. The Board has the power to determine what it believes is a hardship when considering a variance, and may require conditions and restrictions before granting a variance.
Fire Codes: It is the County's job to enforce fire codes.
Multi-Family Dwellings: Valery O'Connell expressed concern that the five children living with the parents in the four dwellings constitute a multi-family dwelling. Susan Swimley stated that it is the job of the applicant to meet criteria of the governing documents, which is why she recommended that the Erickson's change their original plan from 5 dwellings to 4. Hertha stated that the Board has to determine, based on the governing documents and the definitions, if this project is a multi-family dwelling. Laura stated that the intent of the multi-family wording in the Master Plan was to prevent apartments and condominiums.
Subdividing: Daniel O'Connell stated that the Erickson's should subdivide the two parcels and exhaust all possibilities before asking for a variance. Hertha stated that it is not required by the governing documents that the Erickson's exhaust all possibilities before applying for a variance.
Road Access: Peter Naclerio expressed concern that the GLA would be liable to maintain 12-month road access to the end of Sagittarius Skyway if this variance were granted. Hertha stated that the Road Policy is very clear and the GLA will not be liable to maintain 12-month access.
Commercial Use: Tim Brockett expressed concern that the 4 dwellings could be used in the future for a retreat or other commercial use, especially if the property sold. Susan Swimley stated that future owners would be bound by any agreement between the GLA and the Erickson's to limit commercial use. If a future owner wanted to use the property for commercial purposes they would have to apply for a variance.
Conservation Easements & Limiting Development: Hertha stated she does not recommend conservation easements, and this did not have to be pursued for this variance. Daniel O'Connell raised the concern that limiting future dwellings on Parcel 90 is a limiting of property rights. Susan Swimley stated that the Erickson's are free to choose to limit development for themselves more than the Board can limit them. The Erickson's can choose to restrict all future dwellings on Parcel 90 and are free to adopt restrictive covenants for their own land that would be established in addition to the GLA Covenants.

Private Meeting Break with Hertha
Hertha asked guests to leave for a few minutes so that she could speak privately to the Board. Daniel was also asked to leave because of his suit against 8 Board members. Guests were asked to return at 8:35 pm.

Public Meeting Resumes
A. PROPOSED MOTION REGARDING ERICKSON VARIANCE:
Richard turned the chairing of the meeting over to Vice-President, Laura Boise, in order to read his proposed draft motion. After this, Board members contributed additional findings of fact and clarifications as follows:

Suggested changes to Richard's motion
1. Alyssa added a finding of fact that there is a need for the Erickson family to be close together. It would be a hardship for the family to have the buildings located on two parcels, thousands of feet apart given the harsh winter climate.

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2. Clare added a finding of fact that the Erickson's respect for the land makes them not want to unnecessarily scar the land with long driveways, cuts and fills.
3. William suggested that the language in the motion referring to dwellings or buildings be changed to "residential dwellings" or "buildings for residential use" instead of the word "buildings" or "dwellings" throughout the motion.
4. William also suggested that we add for clarification at the end of #7: "visual impact on common land *due to topography.*"
5. Alyssa mentioned that language could be added that the two parcels with the 4 dwellings will remain in one ownership interest. The covenant for these two parcels could state this.

Comments/objections/questions from Daniel O'Connell:
1) Daniel stated that the findings of fact are harmful to the rest of the community and the community was not invited into the discussion. He said that since common land borders these properties, all Glastonbury landowners should be able to comment on this variance.
2) Daniel believes there is no hardship to grant the variance because the Erickson's could subdivide or do a family conveyance and be free to do what they want to do. They could build their four dwellings close together on the two parcels and avoid the variance process altogether. He thinks the project was not handled correctly. He wants the Board to know they are setting precedent by granting this variance. Alyssa stated as a finding of fact that there have been two attorneys, Hertha Lund and Susan Swimley, who have thoroughly reviewed the project as it relates to the GLA governing documents.
3) Daniel asked how many variances are a part of the motion. In response, Alyssa listed the two variances as follows: Variance #1: The 2 dwellings allowed on Parcel 90 will be moved to Parcel 91. Variance #2: The 50-foot setback is being reduced to 25 feet.

End of Discussion

B. FINAL MOTION WITH BOARD ADDITIONS TO APPROVE THE ERICKSON VARIANCE PROJECT BASED ON FINDINGS OF FACT, AND VOTE:

MOTION: Richard motioned and Paul seconded to approve the Erickson's variance project on Parcels 90 & 91 (SG) based on the following findings of fact.

These findings are in addition to what the Board has found and determined as conditions for approval of this variance in previous Board meetings, specifically, the motion made at the June 27, 2011 meeting.

Section 4.2 Criteria:
1. Exceptional circumstances exist over which the Landowner has no control in that both lots have significant severe slopes which severely restrict the landowner's ability to locate any structure on the properties other than the chosen site which is a relatively flat portion of Lot 91.
2. The variance is not materially detrimental to neighboring properties. With the clustering of the residential dwellings the visual impact is significantly reduced as to the neighboring private landowners. The clustering of four

residential dwellings is not materially detrimental to the commonly-owned land and the proponents will construct an improved road making access to the common land much easier, thus allowing people who are entitled to enjoy the common land easier access. The same is true for forest service access since that is through the common land.

3. The variance is the minimum possible remedy for the particular circumstance. The two large lots owned by the Erickson's are granted four dwellings. By placing the four dwellings in one location there is no increase in the number of dwellings while reducing the overall impact to the adjacent private land, reducing road cuts and fills and increasing access to the common land and forest service land. In the absence of the variance both lots would be subject to construction including cutting, filling and blasting which would be more visible and cause a greater impact on the community.
4. The variance meets all local, county and state requirements.
5. The variance does not seek a reduction in acreage from the minimum acreage and does not increase the number of lots/tracts beyond that which was established in the Residential Topographical Areas and Density Schedule.

Section 4.0 Criteria:

6. The special and unusual circumstances related to these lots are the fact that there is very little naturally flat area which lends itself to building without significant cuts and fills and that the lots are adjacent to commonly-owned land and forest service land instead of privately owned lots. Requiring the owner to put two dwellings per lot causes an undue hardship by requiring the owner to interrupt the natural topography. The interruption and need to cut and fill to build two dwellings on each lot is an unnecessary hardship when the same number of dwellings can be located on a naturally flat area which does not require the changing of the landscape to construct the same number of dwellings.
7. The variance request is not materially detrimental to the neighboring properties. Reducing the setback from 50 feet to 25 feet does not affect any private land since the setback is adjacent to forest service boundary and the common land so there is no visual impact on any private land. The 25-foot setback does not affect the use of common land or forest service land. There will be very little, if any, visual impact on the common land due to topography.
8. The variance is the minimum possible remedy under the circumstance. The original covenants allowed a 25-foot setback. The 25-foot setback is consistent with the original setback requirements before the newer 50-foot setback requirements were changed but there are no private dwellings affected by the 25-foot setback. The Master Plan allows the 50-foot setback be reduced where the 50-foot setback is not possible. In order to get the appropriate separation of dwellings for both visual impact and fire protection there is not sufficient space without significant excavation and radically changing the design concept. The variance is the minimum possible under the circumstance as it would otherwise force the Erickson's to make significant alterations to the terrain and to their planned residential dwellings.
9. The self-imposed restriction on lot 90 which would be granted for enforcement by the GLA or other 3rd party does not require an amendment to the Master Plan. The offer to file a restriction simply informs everyone that no dwellings will be constructed on lot 90.

10. There appear to be no increases in fire risk caused by the variance request. These residential dwellings will not be constructed in a heavily forested area, and by clustering them rather than having them separated onto two lots, there is no increase in fire danger.
11. There are no alternate provisions for processing a variance request when the property is adjacent to common land.
12. Neither of the requests for variance presented seek a variance as contemplated in Section 4.2.4 of the Master Plan in that no reduction of acreage is sought nor is there a change to the density.

Additional Findings:

13. The Erickson's have a need to be close together and it would be a hardship to locate the residential dwellings on two parcels with thousands of feet between them, especially given the harsh winter climate.
14. The Erickson's respect for the land makes it undesirable for them to unnecessarily scar the land with long driveways, cuts and fills.

Motion carried. (10 in favor; 1 abstained - Laura, who was chairing the meeting and, therefore, could not vote; 1 opposed - Daniel)

Hertha stated that the findings of fact would be sent to the Ericksons.
ACTION ITEM: ***Alyssa*** – Send findings of fact to the Ericksons.

Daniel O'Connell's Additional Comments regarding Erickson Project
Daniel wants the record to show that he believes the Erickson project breaks two dozen GLA laws and is the reason in part for his lawsuit. He stated that the 8 Board members have not yet been served because he is not stopping with the restraining order and he is still working on his suit.

Documentation of the Erickson's Variance Approval
Tim Brockett requested copies of the agreement for his records.
Hertha stated that the variance will be a document that all can review.

ACTION ITEM: ***Alyssa*** – When final approval is given for meeting minutes, send copy of Erickson's Variance Approval to Tim Brockett. Have copies available for Landowner Review if requested.

6.2 Legal Status of GLA Committees – DKO

6.2.1 Collection Committee Status – RB

Alyssa clarified that according to Hertha, the committees recently formed by the GLA Board are legal. Hertha stated that it is completely up to the Board whether it wants to form a committee in a private meeting. Therefore, the GLA Collection Committee (formed on a private Board Meeting with a majority approval vote of 7) is legal.

Availability of Membership Records per the GLA Bylaws
Daniel asked Hertha about the member records being available to the membership. Hertha quoted the Bylaws, Article 8 page 13, section I. Inspection of Books. "The financial reports and membership records of the Association shall be available at the principal office of the Association for inspection at reasonable times by any member." Hertha said she would have advised the Board to make financial records available to any member to look at in order to comply with the Bylaws. But she

also stated the Bylaws are silent as to whether it was legal or illegal to give a copy of the records to a non-Board Member.

6.3 Update on Handling of Past Due Assessments & Collection Policy – RB

Richard presented background on the need to adopt a collection policy for lien accounts. The GLA Covenants, Section 11.06, allows the Association to try to collect the full amount owed to the GLA in addition to any fees from the collection process. Richard suggested a collection procedure that begins by sending lien accounts a final, 30-day warning letter offering to work out a payment plan. After 30 days the account would be turned over to a collection agency or a collection attorney. A collection agency does not cost the Association any out-of-pocket expenses. The Agency adds their 35% fee on top of what the past due assessments owed. The letter would be carefully worded and outline specific actions and a time frame. The Board has always been willing to work with hardship cases and would encourage such Landowners to work out a payment plan. The 30-day warning letter would be approved by the Board. The letter should state that a collection agency would add 35% and a collection attorney costs a certain amount per hour.

MOTION: Sheridan motioned and Janet seconded to adopt a collection policy that starts with a 30-day warning letter and then uses a collection agency or collection attorney to contact Landowners with lien accounts more than one year old. The letter will be presented to the Board for review.

Discussion included:

- Tim Brockett suggested the 30-day warning letter should state that a payment plan with the GLA would not be offered after the 30 days are up.
- The Collection Committee agreed to discuss Tim's suggestions.
- Val O'Connell expressed concern a Collection agency could be harsh with the landowners.

Motion Carried. (10 in *favor*, 1 opposed – Daniel)

6.4 Update on Eisvang Past Due Assessments - SS

Sheridan reported the Eisvangs paid on 2 lots; next week liens will be placed on the 3 lots that have delinquent assessments, which the Eisvangs have chosen not to pay.

7. NEW BUSINESS

7.1 Petition for Special Meeting

Richard reported that a petition from Glastonbury Landowners had just been given to him prior to the meeting. The petition requested that a Special Meeting be held for the purpose of removing Daniel O'Connell from the Board.

Janet read from the Bylaws, Article V, Section C regarding special meetings.
"A special meeting must be called when a petition signed by 5% of the Membership Interests outstanding and eligible to vote at the time has been presented to any member of he Board of Directors. Notice of any such Special Meeting shall state the hour, date and place of the meeting and shall further precisely state the reason of such meeting and said Special Meeting held shall be strictly confined to the matters set forth in the notice."

Discussion included:

File: MtgMins 07 14 11
Draft (s):08 06 11; 09 17 11; 09 18 11; 09 19 11; 09 21 11; 10 14 11
Final Approval: 10 17 11

It must be verified whether the Landowners, who signed the petition, are in good standing and if the 5% requirement has been met.
If the petition is valid, then a Special Meeting could be held between August 13 and 20. Daniel indicated he was available any time.

ACTION ITEM: ***Janet & Sheridan*** – Verify the members in good standing & if the 5% requirement has been met.
ACTION ITEM: ***Janet*** - If the petition meets the requirements of the Bylaws, give a copy of the petition to Daniel.
ACTION ITEM: ***Janet*** – If the Special Meeting will be required, contact St. John's Church for possible dates.
ACTION ITEM: ***Richard*** – If the Special Meeting will be required, draft a letter announcing the Special Meeting.

7.2 Project Review Committee – AA/RS

7.2.2 Lot 33-C (NG) – Chris Williams – Storage Building – AA

Discussion.
MOTION: Alyssa moved and Sheridan seconded to approve the storage building on NG 33C with the condition that they reseed any disturbed land.
Motion Carried. (10 in favor, 1 opposed – Daniel)

7.3 Miscellaneous Questions & Considerations – RB/DKO & Board

7.3.1 Formation of Legal Officer Position – DKO Tabled.

7.3.2 Procedure for Developing the GLA Agenda – DKO Tabled.

7.3.3 Procedure re: letters writing, etc. – DKO Tabled.

7.3.4 Landowner participation in Board Meetings - DKO

Daniel suggested that: (1) Landowners be able to comment before every vote rather than during the "Comment Period" at the end of each meeting;
(2) Landowners receive all handouts given to Board Members, and; (3) The Board meeting minutes should be posted on the GLA website.
Laura stated that our attorney has recommended that the meeting minutes not be posted on the website.
MOTION: Daniel motioned that a "Landowner Comment Period" be allowed before every vote of the Board and not just at the end of the meeting; that Landowners be given all handouts; and meeting minutes and committee minutes be posted on the website. **Motion failed.** (No one seconded the motion)

Discussion included how some board members wanted each part of the previous motion to be separated into individual motions.

MOTION: Daniel motioned and William seconded that Landowner comments be allowed before every vote.

Discussion included some of the following points:
• The Board was elected to represent the Landowners.
• If a Landowner takes the time to attend a meeting, he should be heard.
• Laura reviewed that Landowner comments during meetings worked well for a number of years. There has also been a reasonable awareness by the person chairing the meeting as to why Landowners came to the meeting and they have been allowed to participate and make comments throughout the meeting. More

File: MtgMins 07 14 11
Draft (s):08 06 11; 09 17 11; 09 18 11; 09 19 11; 09 21 11; 10 14 11
Final Approval: 10 17 11

recently, frequent interruptions by Landowners attending the meeting have become disruptive to the Board.

Motion did not carry. (1 in favor, 10 opposed) **[Board - Did William voted yes?]**

MOTION: Daniel motioned and Rich seconded that Landowners receive all handouts that the Board receives at meetings.

Discussion included:
3-4 copies of the Meeting Agenda and the Budget Variance Report are available to review by Landowners who attend the Board meetings.
Motion did not carry. (1 in favor, 10 opposed) **[Board - Did Rich vote yes?]**

ACTION ITEM: ***Richard*** - Ask our attorney which specific documents that are given to Board members at each meeting should also be made available for Landowners who attend meeting.

MOTION: Daniel motioned that the minutes of Board and Committee Meetings be posted on the GLA website. **Motion failed.** (No one seconded the motion)

7.3.5 **Website Committee duties - AA**
Alyssa reported that Daniel is not sending out the agendas as he is supposed to do as the Website Committee Chair. There is a climate of a lack of trust and respect from Daniel and it has been very difficult for the Board to get its work done.

Daniel stated that he did not send out the June 27th meeting notification to agenda subscribers in protest.

MOTION: Alyssa motioned and Gerald seconded that Daniel be removed from the Website Committee and that he turn over all passwords and any administrative information. **Motion carried.** (8 in favor, 2 opposed and 1 abstention)
[Board – who was opposed and who abstained?]

8. **Comment Period for Visiting Landowners**
   • Val O'Connell said that she felt she was denied participation in the Board meeting, including not being given all handouts given to the Board, and the meeting minutes of Board and Committee meetings should be posted on the website.
   • Tim Brockett acknowledged the public service of the Board and his appreciation of the incredible amount of patience and thorough work the Board has done on the Erickson project variance. He appreciates the collection issue being addressed.

9. **Adjournment.** Meeting was adjourned at 10:26 pm.

10. **Next Public Board Meeting: August 8, 2011, 6:45 p.m. at St. John's Church**

File: MtgMins 07 14 11
Draft (s):08 06 11; 09 17 11; 09 18 11; 09 19 11; 09 21 11; 10 14 11
Final Approval: 10 17 11

2011-07-14_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

July 14, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Approve June 13, 2011 & June 27, 2011 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
5. Officer Reports
   - 5.1 Update on Special Assessment Letter – LB/RB/AA/Road Committee (2 min)
   - 5.2 Update on Questions to be Submitted for Attorney Review – RB (2 min)
6. UNFINISHED BUSINESS
   - 6.1 Project Review Committee – AA/RS
     - 6.1.1 Continuation of Project Review for Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - 4 Residences – AA (30 min)
   - 6.2 Legal Status of GLA Committees – DKO (5 min)
     - 6.2.1 Collection Committee Status – RB (2 min)
   - 6.3 Update on Handling of Past Due Assessments & Collection Policy – RB (5 min)
   - 6.4 Update on Eisvang Past Due Assessments - SS (5 min)
7. NEW BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Lot 33-C (NG) – Chris Williams – Storage Building – AA (2 min)
   - 7.2 Miscellaneous Questions & Considerations – RB/DKO & Board
     - 7.2.1 Formation of Legal Officer Position – DKO (2 min)
     - 7.2.2 Procedure for Developing the GLA Agenda – DKO (2 min)
     - 7.2.3 Procedure re: letters writing, etc. – DKO (2 min)
8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Public Board Meeting: August 8, 2011 6:45 p.m. at St. John's Church

07/10/11

Glastonbury Landowner's Association

2011 Budget Variance Report

January through June 2011

	Jan - Jun 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
102. Dwelling 2000	120.00			
103. Dwelling 2001	5.00			
106. Dwelling 2004	55.90			
107. Dwelling 2005	49.10			
110. SG Dwelling 2008	10.00			
111. NG Dwelling 2009	227.66			
111. SG Dwelling 2009	343.16			
112. NG Dwelling 2010	2,123.48			
112. SG Dwelling 2010	2,110.71			
113. NG Dwelling 2011	16,112.98	26,454.00	-10,341.02	60.9%
113. SG Dwelling 2011	13,108.40	19,195.00	-6,086.60	68.3%
125. Land Prior to 2000	25.00			
126. Land 2000	120.00			
127. Land 2001	5.00			
130. Land 2004	55.89			
131. Land 2005	126.99			
132. Land 2006	155.23			
133. Land 2007	145.00			
134. SG Land 2008	169.00			
135. NG Land 2009	227.66			
135. SG Land 2009	585.32			
136. NG Land 2010	2,225.27			
136. SG Land 2010	3,442.01			
137. NG Land 2011	21,524.92	29,383.00	-7,858.08	73.3%
137. SG Land 2011	23,601.06	33,012.00	-9,410.94	71.5%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	246.45			
161. Penalties Late Accounts	274.58			
Total 100. Parcel Assessment Fees	91,900.27	117,403.00	-25,502.73	78.3%
200. Project Review Fees				
201. Application Fee	100.00			
203. IF - Structures 200/800sf	300.00			
204. IF - Structures Over 800sf	200.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	600.00	3,325.00	-2,725.00	18.0%
300. Roads				
301. CUT - Road Paving Loan	672.21	1,480.00	-807.79	45.4%
303. Snowplowing	30.00			
Total 300. Roads	702.21	1,480.00	-777.79	47.4%
500. Interest Earned				
501. Savings Interest	39.76	60.00	-20.24	66.3%
Total 500. Interest Earned	39.76	60.00	-20.24	66.3%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	11,341.68			
804. ChipSeal-5 payments/land	2,194.22			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	16,638.90	21,913.00	-5,274.10	75.9%
Total Income	109,881.14	144,181.00	-34,299.86	76.2%

GLA 02930

Glastonbury Landowner's Association

2011 Budget Variance Report

January through June 2011

	Jan - Jun 11	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	0.00	3,300.00	-3,300.00	0.0%
A05. Equipment Reg & Ins	1,180.00	2,500.00	-1,320.00	47.2%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	341.14	2,260.00	-1,918.86	15.1%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	651.14	5,200.00	-4,548.86	12.5%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments	0.00	9,808.00	-9,808.00	0.0%
A12. Contractors - NG Road Wrk - Other	2,640.00	12,000.00	-9,360.00	22.0%
Total A12. Contractors - NG Road Wrk	2,640.00	36,213.00	-33,573.00	7.3%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	5,487.50	14,000.00	-8,512.50	39.2%
Total A13. Contractors - SG Road Wrk	5,487.50	14,300.00	-8,812.50	38.4%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	38,789.47	104,921.00	-66,131.53	37.0%
B00. Project Review				
B01. Contractors	270.00	2,600.00	-2,330.00	10.4%
B03 Sanitation Bond Refunds	400.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	670.00	3,325.00	-2,655.00	20.2%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%
C00. Community/Complaints				
C01. Contractors	0.00	800.00	-800.00	0.0%
C04. Legal Fees	125.00	870.00	-745.00	14.4%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
C00. Community/Complaints - Other	0.00	1,000.00	-1,000.00	0.0%
Total C00. Community/Complaints	125.00	2,845.00	-2,720.00	4.4%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	990.00			
COO-2.02 Virtual Message/phone	59.80	200.00	-140.20	29.9%
COO-2.03 Virtual Message set-up	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	0.00	1,800.00	-1,800.00	0.0%
Total COO-2 Gen Op/Subcontractors	1,530.18	3,150.00	-1,619.82	48.6%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through June 2011

	Jan - Jun 11	Budget	$ Over Budget	% of Budget
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	150.60	600.00	-449.40	25.1%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	150.60	2,490.00	-2,339.40	6.0%
Total D00. Recreation	150.60	2,490.00	-2,339.40	6.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	38.00	350.00	-312.00	10.9%
G03. Administration	0.00	300.00	-300.00	0.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	38.00	1,150.00	-1,112.00	3.3%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	1,972.50	3,300.00	-1,327.50	59.8%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	189.46	950.00	-760.54	19.9%
K07. Postage and Delivery	110.37	1,200.00	-1,089.63	9.2%
K08. Monthly Board Meetings	710.26	2,855.00	-2,144.74	24.9%
K11. Rent				
K11B. Storage/Boxes	75.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%
Total K11. Rent	536.00	540.00	-4.00	99.3%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	375.00	950.00	-575.00	39.5%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	5,249.59	18,715.00	-13,465.41	28.1%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,690.00	-1,690.00	0.0%
Total Expense	46,808.96	144,181.00	-97,372.04	32.5%
Net Ordinary Income	63,072.18	0.00	63,072.18	100.0%
Net Income	**63,072.18**	**0.00**	**63,072.18**	**100.0%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

August 8, 2011

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:10 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Neil Kremer, Daniel O'Connell, Clare Parker, Paul Ranttalo, William Smith, and Rich Spallone (aka Rich).
   ABSENT: Laura Boise (Vice President).
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Denise Orr Kirk (Meeting Assistant after Agenda Item #3), Tim Brockett and Val O'Connell.

2. **Set Agenda**
   Daniel requested an addition to the agenda: 8.4 PVRC lawnmower.

3. **Meeting Minutes**
   3.1 Discuss Meeting Minute-Taker – AA
   Alyssa explained that Charlene recently started working full time at another job and is unable to continue to take the meeting minutes. Denise Orr Kirk is willing to take the minutes until a replacement is found. Discussion.
   MOTION: Whereas Charlene is no longer available to take meeting minutes through Pegasus Business Visions Inc., Alyssa motioned and Sheridan seconded that the Board hire Denise Orr Kirk for this position. **Motion carried unanimously.**
   Note: At this point Charlene passed the minute-taking to Denise but remained in attendance for the rest of the meeting.

   3.2 Review Process for Drafting & Distributing Meeting Minutes to Board & Landowners – JN/AA
   Janet gave a report regarding the process used for drafting meeting minutes due to Daniel's questioning of the process. Denise added that the process currently being used has been developed over the years for practicality and efficiency. It was reviewed that guidelines developed by the Board regarding what should be contained in the minutes are followed in drafting the minutes document, and any initial edits are minimal and are done for legal purposes as well as for accuracy, punctuation and grammar. Meeting content, motions, etc. are not altered, and this initial editing process minimizes the extra work that would be involved in having duplicate edits from various Board members.

4. **Approve June 13, 2011, June 27, 2011 & July 14, 2011 Meeting Minutes. Tabled.**
   Discussion. Daniel asked the Board to review a document he created with his edits to the June minutes. He expressed that more details of discussion items should have been contained in the minutes such as the details of opposing views. In addition, Daniel motioned (no one seconded his motion) to follow an option in the Bylaws that allows the officer position of Secretary to be filled by a non-board member so that whoever becomes the Minute-taker in the future would also become the Secretary. He withdrew the motion.

5. **Treasurer's Reports – Budget Variance, Check & Deposit – SS**
   5.1 2010/2011 - Snow Plowing Procedure and Expenses - DKO
   Daniel contended that the Road and Weed Committee acted wrongfully by allowing snowplowing efforts to continue in High South Glastonbury during the November and winter storms after the snowplowing budget had been spent. The other members of the Board responded to Daniel's position as follows: (a) the Road and Weed Committee acted appropriately by snowplowing, given the circumstances of the intense and unusual snow season, even though it meant exceeding the snowplow budget. (b) Rich reviewed

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that the GLA's written policy is to plow when at least 4 inches of snow has accumulated on the roads and this happened continually throughout the 2010/11 winter. Daniel voiced that he wanted to change this policy.

5.2 B. Dowbenko Payment Proposal – SS

The Board reviewed Barbara Dowbenko's letter of July 28, 2011 which described past and current hardship issues and the request to pay back in one lump sum all past due assessments on her North Glastonbury Lot 1-B property with all finance fees waived. Extensive discussion.

MOTION: William motioned and Sheridan seconded to accept Barbara Dowbenko's letter of July 28, 2011 concerning her past due assessments on Lot 1-B (NG) as a basis for finding of facts and that: (1) The GLA Board will accept past due assessment fees of $3,257 from Barbara *plus* any out-of-pocket expenses for filing the lien on her Lot 1-B, North Glastonbury; (2) All finance charges will be waived, and; (3) GLA's lien on Lot 1-B will be released when payment of past due assessments is received. **Motion carried unanimously**.

5.3 Approve Treasurer's Reports – Budget Variance, Check & Deposit – SS

Discussion.

MOTION: Janet motioned and Clare seconded to accept the Treasurer's reports for July 2011, with minor amendments. **Motion carried.** (10 in favor; 1 opposed – Daniel)

6. Officer Reports

6.1 Review of Independent Contractors, Duties and Pay – RB/AA/DKO

Alyssa distributed a copy of the administrative tasks that she has charged for. Discussion included:

a) Daniel O'Connell's issues concerning:

1) The legality of payments to Alyssa Allen for administrative work and reimbursement to her for equipment purchases for GLA use.
2) The legality of payments to Rich Spallone for snow plowing because he is a member of the Road and Weed Committee;

b) Members of the Board stated:

1) They had expected Alyssa to be paid for administrative duties when the Managerial Committee was formed and that at that time they had discussed that the money was in the administrative budget to pay for her services. Appreciation to Alyssa for her administrative help was expressed and it was once again confirmed that it was the Board's decision to pay her for this help. Several Board members decided to make a formal motion concerning this issue as follows:

   MOTION: Sheridan motioned and Gerald seconded that the Board approves paying Alyssa up to $20 per hour [for administrative tasks,] based on the amount allocated in our budget [for administrative tasks.] **Motion carried.** (1 abstention - Alyssa and 1 opposed - Daniel)
2) It was acknowledged that we have a small community and therefore a small pool of skilled and available snow plowers to draw from. Over the years, the GLA has sought out qualified people to snow plow and has announced openings for this position in both North and South Glastonbury. However, few have responded, and so members of the Board such as Rich and Paul have taken on this job out of necessity. It was also acknowledged that Rich has stated on numerous occasions that he is not attached to snow plowing in South Glastonbury if someone else wants the job.

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6.2 Attorney Questions and Answers – RB Tabled.

6.3 August 17 Special Meeting, Planning & Agenda – RB
Richard briefly reviewed the basic order of events to take place at the special meeting petitioned for by Landowners concerning the possible removal of Daniel O'Connell from the Board of Directors. Per our attorney's guidance: the President will run the meeting assisted by the Secretary. Other Board members may attend as Landowners, but not as Board members. Daniel will be given 30 minutes to address Landowner attendees. Attendees will also have the opportunity to speak and engage in a question and answer period. The hired administrative secretary will count the votes.

7. UNFINISHED BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 Update - Parcels 90 & 91 (SG)/Pete & Cyrese Erickson Variance – AA
Alyssa stated that the Ericksons are focusing on road improvements at this point.

7.2 Website Committee – AA

7.2.1 Select Additional Committee Members – AA
Discussion. Since Daniel was no longer on the website committee, another director was needed to serve on the committee. Laura expressed she is willing to be on the Website Committee at this time.

7.2.2 Status of GLA Websites, Registration of Domain Names, Login & Passwords – AA/DKO
Alyssa mentioned that all domain name hosting, and website administrative information was needed by the Website Committee and asked Daniel to pass on this information. Daniel agreed to pass this on if Alyssa would call him.
ACTION ITEM: ***Alyssa*** – Call Daniel regarding website administrative information.

7.2.2.1 Discussion re: mygla.org – AA/DKO
Various Board members brought up that the domain name, MyGLA.org, was being used personally by Daniel. Background: the GLA gave permission to Daniel as the website committee chair to purchase this domain name on behalf of the GLA in 2010. Financial records show that this domain name was paid for by the GLA. Although the GLA did not approve any content being posted on this website for the time being, it was the Board's understanding that it was intended for the GLA's use. Recently, the Board learned that Daniel was using this website to post his personal opinions and recordings of GLA board meetings. When challenged, Daniel said, "Sue me!"

7.2.3 Virtual Message Service – Account Info, Login & Password – AA/DKO
Alyssa requested account information, login and password information from Daniel, who said Alyssa could e-mail or phone him for this information, or get it directly Voice Nation.

ACTION ITEM: ***Alyssa*** – Call Daniel regarding Voice Nation Administrative information.

7.3 Legal Status of GLA Committees – DKO
Daniel expressed his view that the GLA Committees are not legal and should be voted upon each year with the new Board.

7.4 Collection Committee
7.4.1 Review Possible Collection Methods – RB - Tabled.

8. NEW BUSINESS
8.1 Project Review Committee – AA/RS
8.1.1 Parcel 49 (SG)/Forest & Theresa Johnson – Factory-Built home placement – AA
Alyssa reviewed the project.
Motion: Alyssa motioned and Sheridan seconded to approve the placement of Forest & Theresa Johnson's factory-built home on Parcel 49 (SG) with conditions that the proper septic, electrical, plumbing permits be obtained, the land be reseeded after construction and that the Johnson's fulfill their commitment to remove the existing manufactured home after the new one has been installed.
Discussion.
Motion carried unanimously. (Daniel did not vote on this motion as he left the meeting at 9:10 prior to the motion carrying.)

8.2 Managerial Committee – LB/AA
8.2.1 Review Tasks and Purpose – AA
Alyssa and other Board members reviewed the following points: (a) The creation of the Managerial Committee and it's tasks was approved in 2010 by the Board in order to more efficiently accomplish administrative tasks. (b) Alyssa was placed on the Managerial Committee to perform important tasks that Laura and other Board members were no longer able to perform without pay.

8.2.2 Procedure for Developing the GLA Agenda – DKO - Tabled.

8.2.3 Procedure re: letter writing, etc. – DKO - Tabled.

8.2.4 PVRC Lawnmower – DKO (added to the agenda) - Tabled.

8.3 Road & Weed Committee
8.3.1 Leo Drive Cul-de-Sac Drainage – RS/WS
Brief discussion concerning whether the drainage situation needs attention.

9. Comment Period for Visiting Landowners
Tim Brocket commented that the Dowbenko settlement decision (see agenda item #5.2 above) didn't take into account the interests of other GLA Landowners and how they are affected when a fellow Landowner does not pay his/her assessments.

10. Adjournment: 9:30 p.m.

11. Next Public Board Meeting: September 12, 2011 6:45 p.m. at St. John's Church

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Draft (s): 08 12 11; 02 07 12; 04 18 12 - FINAL
Final Approval: 04 23 12

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

August 8, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Meeting Minutes
   - 3.1 Discuss Meeting Minute Taker – AA (5 min)
   - 3.2 Review Process for Drafting & Distributing Meeting Minutes to Board & Landowners – JN/AA (10 min)
4. Approve June 13, 2011, June 27, 2011 & July 14, 2011 Meeting Minutes
5. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
   - 5.1 B. Dowbenko Payment Proposal – SS (2 min)
6. Officer Reports
   - 6.1 Review of Independent Contractors, Duties and Pay – RB/AA/DKO (10 min)
   - 6.2 Attorney Questions and Answers – RB (5 min)
   - 6.3 August 17 Special Meeting, Planning & Agenda – RB (10 min)
7. UNFINISHED BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Update - Parcels 90 & 91 (SG) – Pete & Cyrese Erickson Variance – AA (2 min)
   - 7.2 Website Committee – AA
     - 7.2.1 Select Additional Committee Members – AA (2 min)
     - 7.2.2 Status of GLA Websites, Registration of Domain Names, Login & Passwords – AA/DKO (2 min)
     - 7.2.3 Virtual Message Service – Account Info, Login & Password – AA/DKO
   - 7.3 Legal Status of GLA Committees – DKO (5 min)
   - 7.4 Collection Committee
     - 7.4.1 Review Possible Collection Methods – RB (5 min)
8. NEW BUSINESS
   - 8.1 Project Review Committee – AA/RS
     - 8.1.1 Parcel 49 (SG) – Forest & Theresa Johnson – Factory-Built home placement – AA (5 min)
   - 8.2 Managerial Committee – LB/AA
     - 8.2.1 Review Tasks and Purpose – AA (2 min)
     - 8.2.2 Procedure for Developing the GLA Agenda – DKO (2 min)
     - 8.2.3 Procedure re: letters writing, etc. – DKO (2 min)
   - 8.3 Road & Weed Committee
     - 8.3.1 Leo Drive Cul-de-Sac Drainage – RS/WS (3 min)
9. Comment Period for Visiting Landowners
10. Adjournment
11. Next Public Board Meeting: September 12, 2011 6:45 p.m. at St. John's Church

TO: All Glastonbury Landowners
FROM: Janet Naclerio, Glastonbury Landowners Association, Inc. Secretary
DATE: August 31, 2011
RE: **Results of Special Meeting Held on August 17, 2011 for the Proposed Removal of Daniel O'Connell from the Glastonbury Landowners Association Board of Directors**

Approximately 65 Landowners from North and South Glastonbury attended the August 17 Special Meeting to consider the proposed removal of Daniel O'Connell from the Board of Directors. North Glastonbury Landowners signed-in and were given ballots for themselves and for other NG Landowners who had designated them to be their proxies. The meeting included an opportunity for Daniel, Landowners, and the GLA Attorney to speak and ask questions. At the end of the meeting, votes were cast and then tallied. The voting results of 86 in favor of the removal, versus 6 against, was announced by the Secretary, and indicated that Daniel O'Connell be removed from the Board of Directors by majority vote, effective immediately. Voting details are as follows:

1) **TOTAL "NO" VOTES (Voted NOT to Remove) = 6**
   Included: **1** vote from meeting attendee; **5** votes from absentee ballots

2) **TOTAL "YES" VOTES (Voted to Remove) = 86**
   Included: **42** votes from meeting attendees; **3** votes from absentee ballots;
   41 votes from NG Landowners who gave their proxies to a number of NG meeting attendees

3) **TOTAL "NON-VOTE" (Chose Not to Vote) = 2**
   Included: **1** vote from a meeting attendee
   1 vote from a NG Landowner who designated his/her proxy to a NG meeting attendee

4) **PROXY DETAILS** – ***Proxies were designated as follows:***
   Included: **0** Proxy votes designated by NG Landowners to the GLA Board of Directors
   42 Proxy votes were designated by absent NG Landowners to other NG Landowner meeting attendees, who voted on their behalf at the meeting.

Glastonbury Landowner's Association

2011 Budget Variance Report

January through July 2011

	Jan - Jul 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	25.00			
102. Dwelling 2000	120.00			
103. Dwelling 2001	55.00			
106. Dwelling 2004	55.90			
107. Dwelling 2005	84.10			
110. SG Dwelling 2008	10.00			
111. NG Dwelling 2009	227.66			
111. SG Dwelling 2009	366.83			
112. NG Dwelling 2010	2,316.90			
112. SG Dwelling 2010	2,153.29			
113. NG Dwelling 2011	16,999.57	26,454.00	-9,454.43	64.3%
113. SG Dwelling 2011	14,083.70	19,195.00	-5,111.30	73.4%
125. Land Prior to 2000	25.00			
126. Land 2000	120.00			
127. Land 2001	55.00			
130. Land 2004	55.89			
131. Land 2005	161.99			
132. Land 2006	230.23			
133. Land 2007	235.63			
134. SG Land 2008	328.00			
135. NG Land 2009	227.66			
135. SG Land 2009	759.32			
136. NG Land 2010	2,374.14			
136. SG Land 2010	3,675.59			
137. NG Land 2011	22,478.29	29,383.00	-6,904.71	76.5%
137. SG Land 2011	24,862.87	33,012.00	-8,149.13	75.3%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	457.35			
161. Penalties Late Accounts	322.35			
Total 100. Parcel Assessment Fees	97,546.76	117,403.00	-19,856.24	83.1%
200. Project Review Fees				
201. Application Fee	150.00			
203. IF - Structures 200/800sf	350.00			
204. IF - Structures Over 800sf	200.00			
206. IF - Driveway	75.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	775.00	3,325.00	-2,550.00	23.3%
300. Roads				
301. CUT - Road Paving Loan	672.21	1,480.00	-807.79	45.4%
303. Snowplowing	30.00			
Total 300. Roads	702.21	1,480.00	-777.79	47.4%
400. Liens				
401. Landowner Filing Fee	50.00			
Total 400. Liens	50.00			
500. Interest Earned				
501. Savings Interest	45.90	60.00	-14.10	76.5%
Total 500. Interest Earned	45.90	60.00	-14.10	76.5%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	12,089.21			
804. ChipSeal-5 payments/land	2,249.58			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	17,441.79	21,913.00	-4,471.21	79.6%
Total Income	116,561.66	144,181.00	-27,619.34	80.8%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through July 2011

	Jan - Jul 11	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	0.00	3,300.00	-3,300.00	0.0%
A05. Equipment Reg & Ins	2,360.00	2,500.00	-140.00	94.4%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	240.00	155.00	85.00	154.8%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	341.14	2,260.00	-1,918.86	15.1%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	651.14	5,200.00	-4,548.86	12.5%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	393.00			
A12C. Capricorn Drive	830.00			
A12F. Gemini Road	210.00			
A12I. Pisces Way	210.00			
A12J. Sirius Drive	393.00			
A12K. Taurus Road	394.00			
A12L. Venus Way	210.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#1	4,033.53			
Chip Seal Investor#2	4,619.50			
Chip Seal Investor#3	1,154.87			
A12Y. ChSeal Investors payments - Other	0.00	9,808.00	-9,808.00	0.0%
Total A12Y. ChSeal Investors payments	9,807.90	9,808.00	-0.10	100.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	12,447.90	36,213.00	-23,765.10	34.4%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	2,007.50			
A13D. Leo Drive	960.00			
A13G. Hercules Road	2,520.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	5,487.50	14,300.00	-8,812.50	38.4%
A14. Roads/Common Land Ins	0.00	5,528.00	-5,528.00	0.0%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	50,017.37	104,921.00	-54,903.63	47.7%
B00. Project Review				
B01. Contractors	270.00	2,600.00	-2,330.00	10.4%
B03 Sanitation Bond Refunds	400.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	670.00	3,325.00	-2,655.00	20.2%
C00-1 Legal Fees Contingency Fu	0.00	3,000.00	-3,000.00	0.0%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through July 2011

	Jan - Jul 11	Budget	$ Over Budget	% of Budget
C00. Community/Complaints				
C01. Contractors	82.50	800.00	-717.50	10.3%
C03. Administration	270.00			
C04. Legal Fees	125.00	870.00	-745.00	14.4%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
C00. Community/Complaints - Other	0.00	1,000.00	-1,000.00	0.0%
Total C00. Community/Complaints	477.50	2,845.00	-2,367.50	16.8%
COO-2 Gen Op/Subcontractors				
COO-2.02 Virtual Message/phone	74.75	200.00	-125.25	37.4%
COO-2.03 Office Equipment	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	990.00	1,800.00	-810.00	55.0%
Total COO-2 Gen Op/Subcontractors	1,545.13	3,150.00	-1,604.87	49.1%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	240.50	600.00	-359.50	40.1%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	240.50	2,490.00	-2,249.50	9.7%
Total D00. Recreation	240.50	2,490.00	-2,249.50	9.7%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	78.31	350.00	-271.69	22.4%
G03. Administration	367.50	300.00	67.50	122.5%
G04. Credit Report Research	1.50	500.00	-498.50	0.3%
Total G00. Liens	447.31	1,150.00	-702.69	38.9%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,762.50	5,980.00	-4,217.50	29.5%
K02. Contractors - Bookkeeper	2,197.50	3,300.00	-1,102.50	66.6%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	216.56	950.00	-733.44	22.8%
K07. Postage and Delivery	769.77	1,200.00	-430.23	64.1%
K08. Monthly Board Meetings	927.98	2,855.00	-1,927.02	32.5%
K11. Rent				
K11B. Storage/Boxes	150.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%
Total K11. Rent	611.00	540.00	71.00	113.1%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	510.00	950.00	-440.00	53.7%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	8,351.31	18,715.00	-10,363.69	44.6%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through July 2011

	Jan - Jul 11	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	0.00	1,690.00	-1,690.00	0.0%
Reconciliation Discrepancies	0.00			
Total Expense	62,005.24	144,181.00	-82,175.76	43.0%
Net Ordinary Income	54,556.42	0.00	54,556.42	100.0%
Net Income	**54,556.42**	**0.00**	**54,556.42**	**100.0%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

September 12, 2011

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard at 7:15 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Paul Ranttalo, and Rich Spallone (aka Rich).
   ABSENT: William Smith.
   ALSO ATTENDING: Denise Orr Kirk (Meeting Minute-taker), Charlene Murphy, Tim Brockett, Val O'Connell, Daniel O'Connell, Danilee Howe, and Eric Howe (guest).

2. **Set Agenda**

3. **Approve Meeting Minutes for June 13, 2011, June 27, 2011, July 14, 2011 & August 8, 2011 Meeting Minutes - Tabled.**

4. **Treasurer Reports - Budget Variance, Check & Deposit – SS**
   MOTION: Gerald motioned and Laura seconded to accept the Treasurer's reports for August 2011. **Motion carried unanimously.**

5. **Officer Report**

   5.1 August 17, 2011 Special Meeting – Voting Results – RB
   Richard submitted the voting results and details of the 8/17/11 Special Meeting as recorded on a blue-colored half-sheet, dated 8/31/11, and included in the 8/31/11 election mailing to all GLA Landowners. These votes resulted in the removal of Daniel O'Connell from the Board of Directors. (See attached.)

   5.2 Neil Kremer & Clare Parker Resignations – RB
   The Board received e-mail letters from Clare Parker, dated 8/24/11, and Neil Kremer, dated 8/29/11, in which they resigned from their positions on the Board. Clare and Neil also spoke to some Board members explaining that other obligations would keep them from completing their terms of office. Discussion included attorney's advice that since it was so close to the annual meeting, the Board was not obligated to fill those seats.
   MOTION: Sheridan motioned and Alyssa seconded to accept the resignation letters of Clare Parker and Neil Kremer. Motion carried unanimously.
   Discussion.
   UNANIMOUS AGREEMENT: The Board agreed that it did not need to assign replacements for Neil and Clare prior the Annual Meeting.

   5.3 Attorney Questions and Answers – RB
   Richard reported that the Board's questions and the attorney Hertha Lund's responses were sent to each Board member via e-mail, and asked if there were any questions. No questions or further discussion.

   5.4 Clarification re: Status of Collection Committee – RB
   Background: The status of the Collection Committee is being clarified in response to Daniel O'Connell's position that the GLA Board acted illegally in the formation of the Collection Committee and other related actions. Discussion included: (a) Richard reported that our attorney reviewed the formation of the Collection Committee and concluded it was formed legally in a private meeting; (b) Alyssa also explained that the GLA Bylaws state that a majority vote (which is 7 in our case) is required to form a committee. This requirement had been met in the formation of the Collection Committee;

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Final Approval: 04 23 12

(c) Richard stated that the Collection Committee needs to resume working and that he, as President, should not chair the committee.
Discussion.
UNANIMOUS AGREEMENT: Sheridan will be new chair of Collection Committee.

5.5 E-Mail Motion:

5.5.1 July 27, 2011 e-mail vote re: hiring Attorney Rick Landers – RB
Alyssa presented the documentation of the Board's e-mail vote to approve hiring Rick Landers to represent the Board. 10 Board members voted by e-mail to approve hiring Rick Landers, one gave his verbal approval and one abstained – Daniel.

6. UNFINISHED BUSINESS

6.1 Project Review Committee – AA/RS

6.1.1 Update - Parcels 90 & 91 (SG) – Pete & Cyrese Erickson – AA
Erik Howe, the Erickson's builder, reported on road work done thus far at the Erickson's site. He also stated that the Erickson's excavator could possibly coordinate with our fall graders and save the GLA money. Discussion.
ACTION ITEM: ***Rich*** – Contact Erickson's excavator regarding proposal to possibly coordinate with our fall graders.

7. NEW BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 Parcel 30-D (NG)/ Robert & Mary Wallace – Guesthouse – AA
Alyssa reviewed the Wallace's application for a part-time guesthouse and their request to have their sanitation bond reduced from $250 to $175 due to the small scope and location of the project.
Discussion included: (a) The Wallace's are on a payment plan for one of the their lots in SG based on conditions of financial hardship, and; (b) it appears there is no longer a financial hardship and, therefore it would be reasonable to ask the Wallace's to bring their assessments up-to-date as a condition of approval.
MOTION: Alyssa motioned and Sheridan seconded to approve Robert & Mary Wallace's application for a guesthouse on Parcel 30-D (NG) with the conditions that disturbed land is reseeded and their past due and current assessments be paid in full.
Also, the Wallace's sanitation bond will be reduced from $250 to $175. **Motion carried.** (1 abstention – Paul)

7.1.2 Proposal for GLA to establish guesthouse assessment – AA
Discussion surrounding whether guesthouses should be assessed and what amount would be reasonable if partially assessed.
ACTION ITEM: ***Charlene*** – Research guesthouse issue.
ACTION ITEM: ***Board*** – Clarify the meaning of a "dwelling."

7.1.3 Proposal to develop survey re: assessments for apartments & businesses – AA
Discussion included asking the membership if they want apartments and businesses to be assessed.
ACTION ITEM: ***Alyssa*** - Draft a survey regarding potential apartment and business assessments for GLA board review.

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Draft (s): 09 12 11; 02 19 12; 04 18 12; 04 27 12 - FINAL
Final Approval: 04 23 12

7.1.4 Eyesore near Parcel 84/(SG) – GD *(added to agenda)*

Discussion regarding eyesore and unwanted knapweed on a property near Parcel 84 (SG).

ACTION ITEM: ***Gerald*** - Determine the ownership and parcel number of the property near Parcel 84 that is an eyesore and has knapweed; then inform Managerial Committee.

ACTION ITEM: ***Managerial Committee/Denise*** – Draft a letter (based on the GLA's weed notification form letter) to owner of the parcel near Parcel 84 concerning knapweed growth and eyesore on his property once further information is received.

7.2 Managerial Committee – LB/AA

7.2.1 Proposal for Administrative Contractor – AA

Alyssa expressed the need for the GLA to pursue further administrative help due to the amount of tasks required, and so that she could be relieved of her duties. It was determined that the GLA will send out a phone tree asking interested people to apply to work as an administrative contractor.

ACTION ITEM: ***Alyssa*** – Post a telephone tree seeking administrative help.

7.2.2 Special Assessment Letter – AA

Discussion.

ACTION ITEM: ***Denise/Alyssa*** – Finalize special assessment letter, include announcement that a special meeting regarding the proposed 3 special assessments will take place following the November 12, 2011 Annual Meeting.

7.3 Road & Weed Committee – RS/WS

7.3.1 North Glastonbury Sign – GD

Gerald reported that the sign at the north end of Capricorn needs new posts.

ACTION ITEM: ***Paul*** – Bring a bid for the repair of the Capricorn sign to the Road Committee for consideration.

7.3.2 Liberty Lane culvert erosion – GD

Discussion.

ACTION ITEM: ***Road Committee*** – Investigate Liberty Lane culvert erosion.

7.3.3 Dry Creek pothole – AA

Alyssa reported that she spoke to Marty Malone, one of the County Commissioners about the Dry Creek pothole that formed over the past winter. Marty later responded that he confirmed with Ed Hillman that maintenance of Dry Creek Road is Park County's responsibility.

ACTION ITEM: ***Rich*** - Call Ed Hillman to remind him to repair the Dry Creek pothole.

7.4 Budget Committee – SS/Executive Committee

7.4.1 Determine meeting date for budget planning committee – SS

Discussion.

ACTION ITEM: ***Budget Committee*** - Meet Monday, 9/19, 7 p.m. at Sheridan's home.

ACTION ITEM: ***Sheridan*** - Inform Charlene about 9/19 budget meeting.

ACTION ITEM: ***Denise*** – E-mail 9/19 budget meeting notice to Board & Charlene.

7.5 Election Committee – SS/Board

7.5.1 Update re: Board candidate nominations – SS/DOK

Discussion.

ACTION ITEM: ***Denise*** - Send Board members their prior biographies.

7.5.2 October Election Mailing – SS/DOK

Discussion.

ACTION ITEM: ***Managerial Committee/Denise*** - Combine assessment letter ballot with upcoming election mailing.

7.6 Community Committee

7.6.1 PVRC – Complaint re: Animals on soccer field – LB

It was reported that the Soccer Association has complained about Sabrina Hanan riding her horse on the soccer field. Allegedly, Sabrina has stated her horse is not damaging the field and refuses to avoid riding/grazing the horse on the field.

Discussion.

ACTION ITEM: ***Janet*** – Research insurance policy to determine if there is some kind of liability concerning animals on soccer field.

ACTION ITEM: ***Denise*** – Ask Charlene if she has the PVRC lease.

7.6.2 Update on Kathleen Ulrich property issues – LB

Discussion included: (a) Ulrich has resumed living in her house; (b) Kathy Garcia, Ulrich's neighbor, stated Ulrich has questionable people living at her home; (c) Barbara Woodbury, County Sanitarian, had written to Ulrich giving her an ultimatum to install a compliant septic system; (d) Gerald reported seeing unsafe electric wires lying above ground on Ulrich property, and; (e) It may require an engineer to condemn the unsafe dwelling.

ACTION ITEM: ***Gerald/Managerial Committee*** – Draft a letter to K. Ulrich concerning unsafe electrical wires. Ask William about condemning the building.

ACTION ITEM: ***Laura/Denise*** – List bullet points re: Ulrich property history.

ACTION ITEM: ***Gerald*** – Take current pictures of Ulrich property and give to Laura & Denise.

ACTION ITEM: ***Board*** – At a future meeting, determine whether the Board should again seek attorney assistance re: Ulrich property.

7.6.3 Abandoned Car at Gravel Pit (added to agenda)

Discussion. Paul identified the vehicle as being owned by Debora Mack.

ACTION ITEM: ***Paul*** – Call D. Mack re: car at North Glastonbury gravel pit.

8. Comment Period for Visiting Landowners

Tim Brockett: Suggested that the GLA set up a system of fines for eyesore properties, abandoned cars and past due assessments.

Val O'Connell: Challenged the Board with a myriad of questions concerning the Soccer Field that the Board responded to in part, but was unable to answer all of them due to litigation.

Daniel O'Connell: Stated his opinions regarding many topics already referred to in his lawsuit(s) against the GLA. Also stated dogs are more of the problem on the soccer fields than horses.

9. **Adjournment 9:30 p.m. Next Board Meeting: October 17, 2011, 6:45 p.m. at St. John's Church.**

File: MtgMins 09 12 11
Draft (s): 09 12 11; 02 19 12; 04 18 12; 04 27 12 - FINAL
Final Approval: 04 23 12

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

September 12, 2011 - 6:45 p.m.

1. Call to order

2. Set Agenda

3. Approve June 13, 2011, June 27, 2011, July 14, 2011 & August 8, 2011 Meeting Minutes

4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)

5. Officer Reports
   - 5.1 August 17, 2011 Special Meeting – Voting Results – RB (2 min)
   - 5.2 Neil Kremer & Clare Parker resignations – RB (1 min)
   - 5.3 Attorney Questions and Answers – RB (2 min)
   - 5.4 Clarification re: Status of Collection Committee – RB (2 min)
   - 5.5 E-Mail Motion:
     - 5.5.1 July 27, 2011 e-mail vote re: hiring Attorney Rick Landers – RB (1 min)

6. UNFINISHED BUSINESS
   - 6.1 Project Review Committee – AA/RS
     - 6.1.1 Update - Parcels 90 & 91 (SG) – Pete & Cyrese Erickson – AA (3 min)

7. NEW BUSINESS
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcel 30-D (NG) – Robert & Mary Wallace – Guesthouse – AA (3 min)
     - 7.1.2 Proposal for GLA to establish guesthouse assessment – AA (2 min)
     - 7.1.3 Proposal to develop survey re: assessments for apartments & businesses – AA (2 min)
   - 7.2 Managerial Committee – LB/AA
     - 7.2.1 Proposal for Administrative Contractor – AA (5 min)
     - 7.2.2 Special Assessment Letter – AA (2 min)
   - 7.3 Road & Weed Committee – RS/WS
     - 7.3.1 North Glastonbury Sign – GD (2 min)
     - 7.3.2 Liberty Lane culvert erosion – GD (2 min)
     - 7.3.3 Dry Creek pothole – AA (1 min)
   - 7.4 Budget Committee – SS/Executive Committee
     - 7.4.1 Determine meeting date for budget planning committee – SS (1 min)
   - 7.5 Election Committee – SS/Board
     - 7.5.1 Update re: Board candidate nominations – SS/DOK (2 min)
     - 7.5.2 October Election Mailing – SS/DOK (2 min)
   - 7.6 Community Committee
     - 7.6.1 PVRC – Complaint re: Animals on soccer field – LB (5 min)
     - 7.6.2 Update on Kathleen Ulrich property issues – LB (3 min)

9. Comment Period for Visiting Landowners

10. Adjournment

09/05/11

Glastonbury Landowner's Association

2011 Budget Variance Report

January through August 2011

	Jan - Aug 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	145.00			
102. Dwelling 2000	240.00			
103. Dwelling 2001	175.00			
104. Dwelling 2002	120.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	175.90			
107. Dwelling 2005	216.10			
108. Dwelling 2006	132.00			
109. Dwelling 2007	290.00			
110. NG Dwelling 2008	159.00			
110. SG Dwelling 2008	10.00			
111. NG Dwelling 2009	425.66			
111. SG Dwelling 2009	366.83			
112. NG Dwelling 2010	2,564.56			
112. SG Dwelling 2010	2,190.79			
113. NG Dwelling 2011	18,140.85	26,454.00	-8,313.15	68.6%
113. SG Dwelling 2011	14,688.92	19,195.00	-4,506.08	76.5%
125. Land Prior to 2000	145.00			
126. Land 2000	240.00			
127. Land 2001	175.00			
128. Land 2002	120.00			
129. Land 2003	120.00			
130. Land 2004	175.89			
131. Land 2005	293.99			
132. Land 2006	396.00			
133. Land 2007	534.49			
134. NG Land 2008	317.00			
134. SG Land 2008	328.00			
135. NG Land 2009	599.66			
135. SG Land 2009	759.32			
136. NG Land 2010	2,812.84			
136. SG Land 2010	3,713.09			
137. NG Land 2011	23,949.30	29,383.00	-5,433.70	81.5%
137. SG Land 2011	25,659.19	33,012.00	-7,352.81	77.7%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	1,027.62			
161. Penalties Late Accounts	434.93			
Total 100. Parcel Assessment Fees	106,641.43	117,403.00	-10,761.57	90.8%
200. Project Review Fees				
201. Application Fee	150.00			
203. IF - Structures 200/800sf	350.00			
204. IF - Structures Over 800sf	200.00			
206. IF - Driveway	75.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	775.00	3,325.00	-2,550.00	23.3%
300. Roads				
301. CUT - Road Paving Loan	995.73	1,480.00	-484.27	67.3%
303. Snowplowing	30.00			
Total 300. Roads	1,025.73	1,480.00	-454.27	69.3%
400. Liens				
401. Landowner Filing Fee	175.00			
Total 400. Liens	175.00			
500. Interest Earned				
501. Savings Interest	52.61	60.00	-7.39	87.7%
Total 500. Interest Earned	52.61	60.00	-7.39	87.7%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through August 2011

	Jan - Aug 11	Budget	$ Over Budget	% of Budget
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	13,636.06			
804. ChipSeal-5 payments/land	2,579.83			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	19,318.89	21,913.00	-2,594.11	88.2%
Total Income	127,988.66	144,181.00	-16,192.34	88.8%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	1,849.50	3,300.00	-1,450.50	56.0%
A05. Equipment Reg & Ins	2,360.00	2,500.00	-140.00	94.4%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	240.00	155.00	85.00	154.8%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	341.14	2,260.00	-1,918.86	15.1%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	651.14	5,200.00	-4,548.86	12.5%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	393.00			
A12C. Capricorn Drive	830.00			
A12F. Gemini Road	210.00			
A12I. Pisces Way	210.00			
A12J. Sirius Drive	852.00			
A12K. Taurus Road	394.00			
A12L. Venus Way	210.00			
A12W. Mowing North Glastonbury	0.00	300.00	-300.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#1	4,033.53			
Chip Seal Investor#2	4,619.50			
Chip Seal Investor#3	1,154.87			
A12Y. ChSeal Investors payments - Other	0.00	9,808.00	-9,808.00	0.0%
Total A12Y. ChSeal Investors payments	9,807.90	9,808.00	-0.10	100.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	12,906.90	36,213.00	-23,306.10	35.6%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	2,007.50			
A13D. Leo Drive	960.00			
A13G. Hercules Road	2,520.00			
A13W. Mowing South Glastonbury	0.00	300.00	-300.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	5,487.50	14,300.00	-8,812.50	38.4%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through August 2011

	Jan - Aug 11	Budget	$ Over Budget	% of Budget
A14. Roads/Common Land Ins	5,406.28	5,528.00	-121.72	97.8%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	65,288.47	104,921.00	-39,632.53	62.2%
B00. Project Review				
B01. Contractors	270.00	2,600.00	-2,330.00	10.4%
B03 Sanitation Bond Refunds	650.00			
B04. Administration	0.00	725.00	-725.00	0.0%
Total B00. Project Review	920.00	3,325.00	-2,405.00	27.7%
C00-1 Legal Fees Contingency Fu	1,340.00	3,000.00	-1,660.00	44.7%
C00. Community/Complaints				
C01. Contractors	112.50	800.00	-687.50	14.1%
C03. Administration	270.00			
C04. Legal Fees	1,125.00	870.00	255.00	129.3%
C05. Miscellaneous/copies	28.08	175.00	-146.92	16.0%
C00. Community/Complaints - Other	0.00	1,000.00	-1,000.00	0.0%
Total C00. Community/Complaints	1,535.58	2,845.00	-1,309.42	54.0%
COO-2 Gen Op/Subcontractors				
COO-2.02 Virtual Message/phone	89.70	200.00	-110.30	44.9%
COO-2.03 Office Equipment	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	990.00	1,800.00	-810.00	55.0%
Total COO-2 Gen Op/Subcontractors	1,560.08	3,150.00	-1,589.92	49.5%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	319.39	600.00	-280.61	53.2%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	200.00	240.00	-40.00	83.3%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. PVRC	519.39	2,490.00	-1,970.61	20.9%
Total D00. Recreation	519.39	2,490.00	-1,970.61	20.9%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	78.31	350.00	-271.69	22.4%
G03. Administration	367.50	300.00	67.50	122.5%
G04. Credit Report Research	1.50	500.00	-498.50	0.3%
Total G00. Liens	447.31	1,150.00	-702.69	38.9%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,762.50	5,980.00	-4,217.50	29.5%
K02. Contractors - Bookkeeper	2,422.50	3,300.00	-877.50	73.4%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	501.00	950.00	-449.00	52.7%
K07. Postage and Delivery	769.77	1,200.00	-430.23	64.1%
K08. Monthly Board Meetings	987.98	2,855.00	-1,867.02	34.6%
K11. Rent				
K11B. Storage/Boxes	150.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%
Total K11. Rent	611.00	540.00	71.00	113.1%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through August 2011

	Jan - Aug 11	Budget	$ Over Budget	% of Budget
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	510.00	950.00	-440.00	53.7%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	8,920.75	18,715.00	-9,794.25	47.7%
M00. Annual Meeting/Elections				
M01. Contractors	67.50			
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	2.16	400.00	-397.84	0.5%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	46.99	125.00	-78.01	37.6%
Total M00. Annual Meeting/Elections	116.65	1,690.00	-1,573.35	6.9%
Reconciliation Discrepancies	0.00			
Total Expense	80,904.35	144,181.00	-63,276.65	56.1%
Net Ordinary Income	47,084.31	0.00	47,084.31	100.0%
Net Income	**47,084.31**	**0.00**	**47,084.31**	**100.0%**

2011-10-17_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

October 17, 2011

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:04 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), arrived 8:45 p.m., Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, arrived 7:45 p.m. Paul Ranttalo, and Rich Spallone (aka Rich).
   ABSENT: William Smith.
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Daniel and Val O'Connell, Tim Brockett.

2. **Set Agenda:** Item #3 was moved to the end of the meeting.

3. **Approve June 13, 2011, June 27, 2011 & July 14, 2011 Meeting Minutes**
   3.1 June 13, 2011 Minutes (see page 4)
   Discussion regarding page 4, agenda item number 6.1.1.3 – motion to allow phase one of Erickson building project on Parcel 91 (SG). Janet described the importance of documenting how individual board members voted on this issue.
   MOTION: Janet motioned and Laura seconded to approve the June 13, 2011 minutes with the amendment to list the three names of the Board members who voted "yes" to the motion to allow phase one of the Erickson building project.
   Motion Carried. (5 in favor, 2 opposed)

   3.2 June 13, 2011 Minutes (see page 6)
   MOTION: Sheridan motioned and Alyssa seconded the spelling corrections on page 6, section f, "losing" and "homes." **Motion carried unanimously.**

   3.3 June 27, 2011 Minutes
   MOTION: Sheridan motioned and Paul seconded to approve the June 27, 2011 minutes.
   Motion carried unanimously.

   3.4 July 14, 2011 Minutes
   MOTION: Sheridan motioned and Gerald seconded to approve the July 14, 2011 minutes.
   Motion carried unanimously.

4. **Treasurer's Reports – Budget Variance, Check & Deposit – SS**
   MOTION: Janet motioned and Alyssa seconded to approve the September Treasurer's Reports. **Motion carried unanimously.**

5. **Officer Reports – None.**

6. **UNFINISHED BUSINESS**
   6.1 Project Review Committee – AA/RS
   6.1.1 Update – Parcel 30-D (NG)/Robert & Mary Wallace Guesthouse - AA
   Discussion. It was reported that the Wallace's paid in full all assessments due on all of their properties, which was a condition for preliminary approval for their guesthouse project reviewed at the September 12, 2011 meeting.

   6.1.2 Update – Parcels 90 & 91 (SG) – Pete & Cyrese Erickson - AA
   Rich reported that the road work paid for voluntarily by the Ericksons on upper Sagittarius Skyway was done very well using many loads of gravel. The grading of

File: MtgMins 10 17 11 FINAL
Draft (s):04 27 12 - FINAL
Final approval: 04 23 12

Hercules was done before the numerous gravel trucks brought the gravel to upper Sagittarius Skyway.

ACTION ITEM: ***Rich*** - Contact Eric Howe about grading Hercules Road, and repair to alleged dame done to roads by gravel trucks.

6.1.3 Approve Findings of Fact document regarding the Erickson Project – Parcels 90 & 91 (SG) – AA ***(added to agenda)***

Alyssa distributed a "Findings of Fact" document that listed the details about the research and facts that were deliberated upon by the Board prior to their making a decision on the project. Discussion.

MOTION: Alyssa motioned and Gerald seconded to approve the Findings of Fact document dated October 18, 2011. **Motion carried unanimously.**

6.2 Budget Committee – SS

6.2.1 Review & Approve 2012 Budget

Discussion.

MOTION: Sheridan motioned and Rich seconded to accept the 2012 cash flow budget with the amendment to move $500 from the Emergency Road Fund to the Quonset Hut to cover the expense of reinforcing the entry door. **Motion carried unanimously.**

6.3 Managerial Committee – AA/LB

6.3.1 Proposal for Administrative Contractor

The GLA sent out a phone tree asking for interested people to apply to work as an administrative contractor. Sandra Irby from SG was the only one who responded and applied for the position. As an independent contractor, she would charge $15/hour while training and then $20/hr as an independent contractor. Alyssa reviewed Sandra's skills and how she would be valuable to the Board. She would be asked to work on a project-by-project basis, and will be trained to replace Denise as minute-taker. Discussion.

MOTION Alyssa motioned and Janet seconded to contract with Sandra Irby as an independent contractor on a project-by-project basis and begin training as the meeting minute-taker on December 12, 2011. **Motion carried unanimously**

ACTION ITEM: ***Richard/Sandra*** – Work together to establish a contract for Sandra.

6.4 Election Committee – SS/Board

6.4.1 Update re: Election Mailing

Discussion. It was reported that the election letter and special assessment letter were mailed together to all Landowners on October 12.

6.5 Community Committee - LB

6.5.1 Update on Kathleen Ulrich property issues

Discussion. Over the years the GLA has sent letters to Ulrich about problems associated with her property.

ACTION ITEM: ***Paul*** - Call the electrical inspector regarding the possible unsafe wiring in Ulrich home.

7. **NEW BUSINESS**

7.1 Road & Weed Committee – WS/RS

7.1.1 Snow plowing and motion to hire employees

Discussion included the need to hire two employees to drive the GLA trucks and that having local employees would be a benefit to the snowplowing efforts of the association. Drivers will need snowplowing experience and a clean driving record.
MOTION: Rich motioned and Sheridan seconded for the GLA to hire employees to drive the two GLA-owned snow plow trucks with the following provisions: wages will be $20 per hour, and a phone tree will be sent out to advertise the positions. **MOTION carried unanimously.**
ACTION ITEM: ***Alyssa/Richard*** - Draft a phone tree message regarding snowplowing positions and facilitate it being sent out.

8. **Comment Period for Visiting Landowners**

Tim Brockett: Re: the Erickson's work on the roads. He observed the delivery of approximately 75 loads of gravel weighing around 80,000 pounds, and believes this has caused existing gravel to be packed into the road base. Tim requested that the Ericksons be asked to do another grading and put more gravel down in certain places.
Daniel O'Connell: (a) Concerned that the Kathleen Ulrich eyesore issue should not be discussed in a public meeting. (b) Believes Rick Landers is being paid too much. (c) Referenced the Articles, #6 General Powers, "that board members can't vote as proxies or do anything else as a landowner."
Val O'Connell: (a) Requested to see check detail report; Richard declined as the board has only approved the budget variance report to be given to landowners; (b) Suggested a phone tree be sent to ask for help for Kathleen Ulrich.

9. **Adjournment 9:25 p.m.**

10. **Next Public Board Meeting: November 7, 2011 6:45 p.m. at St. John's Church**

File: MtgMins 10 17 11 FINAL
Draft (s):04 27 12 - FINAL
Final approval: 04 23 12

2011-10-17_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

October 17, 2011 - 6:45 p.m.

1. Call to order
2. Set Agenda
3. Approve June 13, 2011, June 27, 2011 & July 14, 2011 Meeting Minutes
4. Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)
5. Officer Reports
6. UNFINISHED BUSINESS
   - 6.1 Project Review Committee – AA/RS
     - 6.1.1 Update – Parcel 30-D (NG – Robert & Mary Wallace Guesthouse – AA (1min)
     - 6.1.2 Update – Parcels 90 & 91 (SG) – Pete & Cyrese Erickson – AA (2 min)
   - 6.2 Budget Committee – SS/Executive Committee
     - 6.2.1 Review & Approve 2012 Budget – SS (3 min)
   - 6.3 Managerial Committee – LB/AA
     - 6.3.1 Proposal for Administrative Contractor – AA (5 min)
   - 6.4 Election Committee – SS/Board
     - 6.4.1 Update re: Election Mailing – SS (1 min)
   - 6.5 Community Committee
     - 6.5.1 Update on Kathleen Ulrich property issues – GD (3 min)
7. NEW BUSINESS
   - 7.1 Road & Weed Committee – RS/WS
     - 7.1.1 Snow plowing and motion to hire employees – GD (5 min)
8. Comment Period for Visiting Landowners
9. Adjournment
10. Next Public Board Meeting: November 7, 2011 6:45 p.m. at St. John's Church

Glastonbury Landowner's Association

2011 Budget Variance Report

January through September 2011

	Jan - Sep 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	145.00			
102. Dwelling 2000	240.00			
103. Dwelling 2001	237.50			
104. Dwelling 2002	120.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	175.90			
107. Dwelling 2005	251.10			
108. Dwelling 2006	132.00			
109. Dwelling 2007	290.00			
110. NG Dwelling 2008	159.00			
110. SG Dwelling 2008	166.00			
111. NG Dwelling 2009	425.66			
111. SG Dwelling 2009	540.83			
112. NG Dwelling 2010	2,671.88			
112. SG Dwelling 2010	2,511.84			
113. NG Dwelling 2011	18,946.66	26,454.00	-7,507.34	71.6%
113. SG Dwelling 2011	15,329.10	19,195.00	-3,865.90	79.9%
125. Land Prior to 2000	145.00			
126. Land 2000	240.00			
127. Land 2001	237.50			
128. Land 2002	120.00			
129. Land 2003	120.00			
130. Land 2004	175.89			
131. Land 2005	328.99			
132. Land 2006	396.00			
133. Land 2007	670.63			
134. NG Land 2008	317.00			
134. SG Land 2008	802.00			
135. NG Land 2009	599.66			
135. SG Land 2009	1,281.32			
136. NG Land 2010	2,900.12			
136. SG Land 2010	4,416.14			
137. NG Land 2011	24,929.93	29,383.00	-4,453.07	84.8%
137. SG Land 2011	26,824.64	33,012.00	-6,187.36	81.3%
150. GAV	7,019.25	9,359.00	-2,339.75	75.0%
160. Finance Chrgs Late Accnts	1,787.05			
161. Penalties Late Accounts	546.64			
Total 100. Parcel Assessment Fees	116,320.23	117,403.00	-1,082.77	99.1%
200. Project Review Fees				
201. Application Fee	200.00			
202. IF - House	1,300.00			
203. IF - Structures 200/800sf	350.00			
204. IF - Structures Over 800sf	200.00			
205. IF - Well	75.00			
206. IF - Driveway	225.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	300.00			
218. Mileage Impact Fee	825.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	3,600.00	3,325.00	275.00	108.3%
300. Roads				
301. CUT - Road Paving Loan	995.73	1,480.00	-484.27	67.3%
303. Snowplowing	30.00			
Total 300. Roads	1,025.73	1,480.00	-454.27	69.3%
400. Liens				
401. Landowner Filing Fee	275.00			
Total 400. Liens	275.00			
500. Interest Earned				
501. Savings Interest	59.43	60.00	-0.57	99.1%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through September 2011

	Jan - Sep 11	Budget	$ Over Budget	% of Budget
Total 500. Interest Earned	59.43	60.00	-0.57	99.1%
700. Other Income				
701. Miscellaneous	50.00			
Total 700. Other Income	50.00			
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	14,362.51			
804. ChipSeal-5 payments/land	2,655.00			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	20,120.51	21,913.00	-1,792.49	91.8%
Total Income	141,450.90	144,181.00	-2,730.10	98.1%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	1,849.50	3,300.00	-1,450.50	56.0%
A05. Equipment Reg & Ins	2,360.00	2,500.00	-140.00	94.4%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	22,668.96	30,225.00	-7,556.04	75.0%
A09. Administration	240.00	155.00	85.00	154.8%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	0.00	500.00	-500.00	0.0%
A11E. Quonset Hut Asset Expense	341.14	2,260.00	-1,918.86	15.1%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
Total A11. Miscellaneous	651.14	5,200.00	-4,548.86	12.5%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	393.00			
A12C. Capricorn Drive	830.00			
A12F. Gemini Road	210.00			
A12I. Pisces Way	210.00			
A12J. Sirius Drive	852.00			
A12K. Taurus Road	394.00			
A12L. Venus Way	210.00			
A12W. Mowing North Glastonbury	400.00	300.00	100.00	133.3%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#1	0.00			
Chip Seal Investor#2	4,619.50			
Chip Seal Investor#3	1,154.87			
A12Y. ChSeal Investors payments - Other	4,033.53	9,808.00	-5,774.47	41.1%
Total A12Y. ChSeal Investors payments	9,807.90	9,808.00	-0.10	100.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	13,306.90	36,213.00	-22,906.10	36.7%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	2,007.50			
A13D. Leo Drive	960.00			
A13G. Hercules Road	2,520.00			
A13W. Mowing South Glastonbury	325.00	300.00	25.00	108.3%

GLA 02964

Glastonbury Landowner's Association

2011 Budget Variance Report

January through September 2011

	Jan - Sep 11	Budget	$ Over Budget	% of Budget
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	5,812.50	14,300.00	-8,487.50	40.6%
A14. Roads/Common Land Ins	5,406.28	5,528.00	-121.72	97.8%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
Total A00. Roads & Weeds	66,013.47	104,921.00	-38,907.53	62.9%
B00. Project Review				
B01. Contractors	3,100.00	2,600.00	500.00	119.2%
B03 Sanitation Bond Refunds	900.00			
B04. Administration	0.00	725.00	-725.00	0.0%
B05. Legal Fees	3,110.25			
Total B00. Project Review	7,110.25	3,325.00	3,785.25	213.8%
C00-1 Legal Fees Contingency Fu	1,485.00	3,000.00	-1,515.00	49.5%
C00. Community/Complaints				
C01. Contractors	112.50	800.00	-687.50	14.1%
C03. Administration	270.00			
C04. Legal Fees	3,835.75	870.00	2,965.75	440.9%
C05. Miscellaneous/copies	28.08	175.00	-146.92	16.0%
C00. Community/Complaints - Other	0.00	1,000.00	-1,000.00	0.0%
Total C00. Community/Complaints	4,246.33	2,845.00	1,401.33	149.3%
COO-2 Gen Op/Subcontractors				
COO-2.02 Virtual Message/phone	104.65	200.00	-95.35	52.3%
COO-2.03 Office Equipment	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	990.00	1,800.00	-810.00	55.0%
Total COO-2 Gen Op/Subcontractors	1,575.03	3,150.00	-1,574.97	50.0%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	426.23	600.00	-173.77	71.0%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	200.00	240.00	-40.00	83.3%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	65.00	300.00	-235.00	21.7%
Total D03. PVRC	691.23	2,490.00	-1,798.77	27.8%
Total D00. Recreation	691.23	2,490.00	-1,798.77	27.8%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	78.31	350.00	-271.69	22.4%
G03. Administration	367.50	300.00	67.50	122.5%
G04. Credit Report Research	1.50	500.00	-498.50	0.3%
Total G00. Liens	447.31	1,150.00	-702.69	38.9%
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	1,762.50	5,980.00	-4,217.50	29.5%
K02. Contractors - Bookkeeper	2,715.00	3,300.00	-585.00	82.3%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	507.60	950.00	-442.40	53.4%
K07. Postage and Delivery	769.77	1,200.00	-430.23	64.1%
K08. Monthly Board Meetings	987.98	2,855.00	-1,867.02	34.6%
K11. Rent				
K11B. Storage/Boxes	150.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through September 2011

	Jan - Sep 11	Budget	$ Over Budget	% of Budget
Total K11. Rent	611.00	540.00	71.00	113.1%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K19. Quarterly Newsletter	510.00	950.00	-440.00	53.7%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	9,219.85	18,715.00	-9,495.15	49.3%
M00. Annual Meeting/Elections				
M01. Contractors	67.50			
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	2.16	400.00	-397.84	0.5%
M05. Refreshments	0.00	200.00	-200.00	0.0%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	46.99	125.00	-78.01	37.6%
Total M00. Annual Meeting/Elections	116.65	1,690.00	-1,573.35	6.9%
Reconciliation Discrepancies	0.00			
Total Expense	91,161.24	144,181.00	-53,019.76	63.2%
Net Ordinary Income	50,289.66	0.00	50,289.66	100.0%
Net Income	**50,289.66**	**0.00**	**50,289.66**	**100.0%**

October 18, 2011
Findings of Fact for the Erickson Project

Re: Findings for the Erickson Project and related variance for Parcels 90 & 91 SG

In considering the Erickson project, the Board found the following facts:

From GLA Board of Directors Meeting June 13, 2011:

1. Alyssa Allen investigated potential problems and ways the Erickson project would affect fire safety, sanitation, ground water, road usage, view shed, etc. by contacting Mike Inman at the Park County Planning office, Greg Coleman with the Paradise Valley Fire Department, and Barbara Woodbury the County Sanitarian. Furthermore, a site evaluation will be done by C&H Engineering which will have to show that there will be no pollution to Golmeyer Creek and that drain fields will meet State/County requirements as a condition for project construction.

2. The architects have stated that there is only one foundation for each building.

3. To reduce developmental impact on the land, the cluster of buildings will be built in one consolidated location on Parcel 91 with an agreement, in the form of a covenant running with the land, that no building will take place on Parcel 90 into perpetuity. This will be done to preserve the natural environment by avoiding long driveways and scarring the land with cuts and fills. Ericksons will use stone and recycled wood materials in the buildings to fit in with the surrounding land.

4. Ericksons have agreed to improve the section of Upper Sagittarius Skyway to the cul-de-sac at their own expense. This will make the common use land more accessible to all landowners. Ericksons will pay for snow removal on Upper Sagittarius Skyway when they need access in the winter.

5. A fire fill tank of 20,000 gallons will be installed close to the cul-de-sac, and this cistern could be used for fire protection for all High South properties at the discretion of the Fire Department. Greg Coleman of the Paradise Valley Fire Department pointed out that a development with a watered green lawn is easier to protect than dry grass in the event of a fire. Photos of the building site showed that all trees are much more than 100 feet away from building site.

6. Input submitted by neighboring landowners on variance response forms indicated that none of the adjacent landowners objected to the variance request. One non-adjacent landowner gave negative feedback.
   a. Owner of Parcel 89 stated that he agrees with the project.
   b. Owners of Parcel 92 indicated that they liked the residential nature of the project.
   c. Owner of Parcel 93 responded that "it is an appropriate use of the land and preserves the natural resources."

d. Tim Brocket, non-adjacent owner of Parcel 88A, stated that he was concerned that allowing for the residential compound would harm the view shed, open Glastonbury to high density development, cause a fire hazard, and potentially pollute the common land and Golmeyer Creek. He recommended that the project be moved to the top of the hill or the corner of Parcel 90 and 91 so that a variance would not be needed. Tim has also stated that he approves the variance in principle, and has no problem with a residential compound, but was concerned that it would turn into a subdivision or commercial operation.

7. At this meeting, the Board approved a list of conditions to be met for approval of the variance:
   a. Limit number of dwellings on both parcels to five (later changed to four) dwellings on Parcel 91 and no dwellings on Parcel 90. This agreement would be drawn up by the Erickson's attorney and also restrict future commercial use of the residential cluster.
   b. Ownership of both parcels stays as one ownership entity and cannot be subdivided.
   c. Must follow state/county laws regarding sanitation, septic, drain fields, etc.
   d. The GLA does not regulate fire protection, therefore the Ericksons will abide by all fire regulations.
   e. The last .6 miles of Sagittarius Skyway is considered a jeep trail and is not maintained by the GLA. Any improvements to the road will be done voluntarily by the Ericksons at their own expense. The Ericksons are responsible for any damage they cause to the association roads leading to their parcels before, during, and after their construction activities.
   f. Snow plowing of the last .6 miles of Upper Sagittarius Skyway will be paid for by the Ericksons when they need access.
   g. Each dwelling will have impact fees for construction.
   h. Each dwelling pays an assessment.
   i. The GLA is not obligated to provide any road maintenance.
   j. Property is not to be resold as a Commercial Lodging facility such as a B&B or guest ranch because of road impact.
   k. Variance approval is for permission to build 5 (later changed to 4) dwellings as stated in the Erickson's site plan with the 25-foot setback for 3 of the dwellings.
   l. Ericksons must adhere to their site plan as they proceed with the buildings regarding size and location. The first phase is for buildings 2 and 5 (later changed to 2 and 4), which are shown in the application.
   m. Ericksons will submit application details and individual project review forms for the other 3 (later changed to 2) buildings when they are ready to proceed with Phase 2.
   n. Outbuilding development will be limited and the Ericksons will submit a project review application for any future outbuildings.
   o. Limit commercial activity.

p. Require the Ericksons' attorney to draw up an agreement that addresses all the Board's concerns and requirements.
q. Have Hertha Lund, GLA attorney, review the agreement.

8. The conditions of this variance request were tabled until the meeting on June 27, 2011, therefore the variance was not voted on.

From GLA Board Meeting on June 27, 2011:

9. The Ericksons changed their variance request from 5 dwellings to 4 dwellings. Documents reflecting the updated variance request were distributed to members of the Board. Documents from Cikan Architects summarizing the findings of Attorney Susan Swimley, outlining the variance requests, were also distributed to the Board along with the revised site plan of 4 dwellings.

10. Ericksons reaffirmed their commitment to make improvements to GLA roads leading up to the proposed building sites at their own expense.

11. Ericksons reaffirmed their understanding that the GLA is not obligated to maintain the road and provide snow removal on Upper Sagittarius Skyway.

12. Susan Swimley presented evidence on the hardship of topography that would exist if the buildings were located on Parcels 91 and 90, how the overall density between the two parcels would stay the same, that there would be no added impact to the roads, that the cluster of buildings would minimize scarring to the land, and there would be less visual impact on neighboring properties.

13. The 25-foot variance was requested due to a topographical hardship. If a 50-foot setback was used, it would force the project to be constructed on steep terrain. The 25-foot setback is to allow the project to be constructed on the flat terrain of the site. There is still ample room from the common use area and the access point to the common land is not affected. Three of the buildings are one story high and all the buildings are designed to blend into the landscape.

14. The project does not change the tract size and density remains the same.

15. The conditions of the project do not require the GLA to enter into a contract with the Ericksons.

16. Should the development become commercial in the future, the GLA is not obligated to provide road services. Maintenance of the roads is an obligation to a reasonable standard, and the standard is set by the GLA.

17. The "Bambeday" document is not a reflection of the actual variance request and should only be used by the architect to understand the general design principles the Ericksons were seeking with their project.

18. Architect Frank Cikan stated that developing the project on two parcels would disallow the use of the medicine wheel design and destroy the medicine wheel concept and, therefore, the whole design around the motif would be gone.

19. Necessary documents ensuring that the GLA be protected from road liability would need to be in place before approval.

20. The assessments to be billed would include 4 house assessments and 2 land assessments.

21. As a way to ensure that no further dwellings would be built on Parcel 90, the 2 allowed dwellings for Parcel 90 could be billed in the assessments as pertaining to this parcel. Essentially, each parcel would be billed for 1 land assessment and 2 dwelling assessments.

22. Multi-family dwellings refer to separate families, not families of origin. The design intent of the Erickson project is not to have multi-family dwellings.

23. Board will review site plans for the 4 buildings, which includes the specific details of the first 2 buildings proposed for Phase 1. When the other 2 buildings for Phase 2 are intended to be built, the detailed plans will be submitted for review by the Board.

24. Any future outbuildings would need to be reviewed through the GLA project review process.

25. Impact fees for the variance request would need to be adjusted on the application to reflect the actual costs incurred by the GLA in processing the application.

26. The Board approved a preliminary variance approval based on the following contingencies:
    a. The GLA and the Erickson's attorney will formulate a Road Policy acknowledgement that protects the GLA into perpetuity regarding its obligation to provide road services to Upper Sagittarius Skyway. The policy will indicate that the Ericksons acknowledge and accept the GLA Road Policy, and that the GLA is not obligated to provide an increase in road maintenance and snowplowing services over the current and historical levels of service, regardless of any road improvements made to Hercules Drive and/or Sagittarius Skyway. The road policy document will reference Covenant 8.01(c) and the GLA Road Policy. The document will include that no snow removal or maintenance services are required by the GLA between Parcels 88 and 93 on Sagittarius Skyway, since this area had not been intended for year-round access. This road policy will run with the land in the event that the Ericksons transfer their property.
    b. The project and all proposed documents and agreements will be reviewed by Hertha Lund, GLA attorney, for her approval before the preliminary

approval can be valid, and adjustments to the project can be made to incorporate any recommended changes.

c. The preliminary approval for the project is based on residential use. A legal way to constrain commercial activity such as a B&B or commercial lodging facility will be established. If, in the future, any commercial use of the property is contemplated (that requires licensing of any kind or has an impact on road usage, water, sewer, or noise), it shall require approval by the GLA, and at the Board's discretion; this may include a "High South" neighborhood area review prior to any commercial activity being allowed. Any commercial activity will be reviewed under applicable regulations at the time. This agreement will extend into perpetuity in case the property is sold.
d. Applicable assessments for 2 dwellings and 1 land assessment will be charged equally on each of the Parcels 90 and 91.
e. A legal way to limit any further dwellings on Parcel 90 will be established and run with the land.
f. No further dwellings shall be allowed beyond this four dwelling development on either Parcel 90 or 91. This covenant shall run with the land.
g. A reasonable basis for maintaining the roads impacted by the Erickson's construction activities will be established, specifically but not limited to Hercules Drive and Sagittarius Skyway, and the Erickson's will agree to remedy any damage to the roads caused by their construction activities throughout the 2 different phases of the project. Appropriate repairs, as shown by the GLA, will be made at the Erickson's expense.
h. The Erickson's will agree to pay the GLA for extra expenses related to the processing of this variance, such as attorney costs incurred at the July 14, 2011 meeting.
i. Once the contingencies for approval are met, the standard conditions of approval will be added such as obtaining necessary permits and reseeding disturbed land.

27. The motion to approve a preliminary variance was passed.

<u>From GLA Board Meeting on July 14, 2011:</u>

28. An update to the Erickson's application (dated 6/27/11) was distributed to the Board showing how the number of residences was reduced from 5 to 4. Certain areas on the application where changes had been made were initialed by Mr. Erickson, and included an update to the impact fees to be charged so these would be based on the actual administrative and legal costs incurred by the GLA in processing the variance. A new site map with building footprints for the 4 residences was included.

29. Attorneys Hertha Lund and Susan Swimley responded to questions from the Board, Landowners and Guests. The following points were covered:
    a. Commercial Activity: Hertha stated that the GLA's governing documents allow certain types of commercial activity. An applicant can agree to limit

certain types of commercial activities and the Board can take that into consideration for a variance. This limitation would then become a covenant for that parcel/lot and runs with the land.

b. Contracts & Hardships: The Board can enter into contracts. The Board has the power to determine what it believes is a hardship when considering a variance, and may require conditions and restrictions before granting a variance.
c. Fire Codes: It is the County's job to enforce fire codes.
d. Multi-Family Dwellings: Valery O'Connell expressed concern that the five children living with the parents in the four dwellings constitute a multi-family dwelling. Susan Swimley stated that it is the job of the applicant to meet criteria of the governing documents, which is why she recommended that the Erickson's change their original plan from 5 dwellings to 4. Hertha stated that the Board has to determine, based on the governing documents and the definitions, if this project is a multi-family dwelling. Laura stated that the intent of the multi-family wording in the Master Plan was to prevent apartments and condominiums.
e. Subdividing: Daniel O'Connell stated that the Erickson's should subdivide the two parcels and exhaust all possibilities before asking for a variance. Hertha stated that it is not required by the governing documents that the Erickson's exhaust all possibilities before applying for a variance.
f. Road Access: Peter Naclerio expressed concern that the GLA would be liable to maintain 12-month road access to the end of Sagittarius Skyway if this variance were granted. Hertha stated that the Road Policy is very clear and the GLA will not be liable to maintain 12-month access.
g. Commercial Use: Tim Brockett expressed concern that the 4 dwellings could be used in the future for a retreat or other commercial use, especially if the property sold. Susan Swimley stated that future owners would be bound by any agreement between the GLA and the Erickson's to limit commercial use. If a future owner wanted to use the property for commercial purposes they would have to apply for a variance.
h. Conservation Easements & Limiting Development: Hertha stated she does not recommend conservation easements, and this did not have to be pursued for this variance. Daniel O'Connell raised the concern that limiting future dwellings on Parcel 90 is a limiting of property rights. Susan Swimley stated that the Erickson's are free to choose to limit development for themselves more than the Board can limit them. The Erickson's can choose to restrict all future dwellings on Parcel 90 and are free to adopt restrictive covenants for their own land that would be established in addition to the GLA Covenants.

30. The following motion was made and voted on:
Section 4.2 Criteria:

a. Exceptional circumstances exist over which the landowner has no control in that both lots have significant severe slopes which severely restrict the landowner's ability to locate any structure on the properties other than the chosen site which is a relatively flat portion of Lot 91.

b. The variance is not materially detrimental to neighboring properties. With the clustering of the residential dwellings the visual impact is significantly reduced as to the neighboring private landowners. The clustering of four residential dwellings is not materially detrimental to the commonly-owned land and the proponents will construct an improved road making access to the common land much easier, thus allowing people who are entitled to enjoy the common land easier access. The same is true for forest service access since that is through the common land.
c. The variance is the minimum possible remedy for the particular circumstance. The two large lots owned by the Ericksons are granted four dwellings. By placing the four dwellings in one location there is no increase in the number of dwellings while reducing the overall impact to the adjacent private land, reducing road cuts and fills and increasing access to the common land and forest service land. In the absence of the variance both lots would be subject to construction including cutting, filling and blasting which would be more visible and cause a greater impact on the community.
d. The variance meets all local, county and state requirements.
e. The variance does not seek a reduction in acreage from the minimum acreage and does not increase the number of lots/tracts beyond that which was established in the Residential Topographical Areas and Density Schedule.

Section 4.0 Criteria:

f. The special and unusual circumstances related to these lots are the fact that there is very little naturally flat area which lends itself to building without significant cuts and fills and that the lots are adjacent to commonly-owned land and forest service land instead of privately owned lots. Requiring the owner to put two homes per lot causes an undue hardship by requiring the owner to interrupt the natural topography. The interruption and need to cut and fill to build two dwellings on each lot is an unnecessary hardship when the same number of dwellings can be located on a naturally flat area which does not require the changing of the landscape to construct the same number of dwellings.
g. The variance request is not materially detrimental to the neighboring properties. Reducing the setback from 50 feet to 25 feet does not affect any private land since the setback is adjacent to forest service boundary and the common land so there is no visual impact on any private land. The 25-foot setback does not affect the use of common land or forest service land. There will be very little, if any, visual impact on the common land due to topography.
h. The variance is the minimum possible remedy under the circumstance. The original covenants allowed a twenty-five foot setback. The 25-foot setback is consistent with the original setback requirements before the newer 50-foot setback requirements were changed but there are no private dwellings affected by the 25-foot setback. The Master Plan allows the 50-foot setback be reduced where the 50-foot setback is not possible. In

order to get the appropriate separation of buildings for both visual impact and fire protection there is not sufficient space without significant excavation and radically changing the design concept. The variance is the minimum possible under the circumstance as it would otherwise force the Ericksons to make significant alterations to the terrain and to their planned residential dwellings.

i. The self-imposed restriction on Lot 90, which would be granted for enforcement by the GLA or other 3rd party, does not require an amendment to the Master Plan. The offer to file a restriction simply informs everyone that no dwellings will be constructed on Lot 90.
j. There appear to be no increases in fire risk caused by the variance request. These residential dwellings will not be constructed in a heavily forested area, and by clustering them rather than having them separated into two lots, there is no increase in fire danger.
k. There are no alternate provisions for processing a variance request when the property is adjacent to common land.
l. Neither of the requests for variance presented seek a variance as contemplated in Section 4.2.4 of the Master Plan in that no reduction of acreage is sought nor is there a change to the density.
m. For the Ericksons to build on two separate lots would be an undue hardship in that it would force the family to live apart, at a distance of over 1,000 feet. This distance is hard to cover, especially in the wintertime. Allowing them to construct a cluster of residential dwellings in close proximity would alleviate this unnecessary hardship.
n. The Erickson's respect for the land makes it undesirable for them to unnecessarily scar the land with long driveways, cuts and fills.
o. The previous conditions established by the Board stand.

31. The variance was approved per the above motion.

2011-11-07_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

November 7, 2011

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:11 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, William Smith, and Rich Spallone (aka Rich).
   ABSENT: Gerald Dubiel and Paul Ranttalo.
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Bob and Kristi Sones, William and Sandra Irby, Sally Muto, Val and Daniel O'Connell, Tim Brockett, Chris Williams, and Danilee Howe.

2. **Set Agenda:** Agenda Item 6.5.1 was tabled because Gerald was not present.

3. **Approve August 8, 2011, September 12, 2011 & October 17, 2011 Meeting Minutes – Tabled.**

4. **Treasurer's Reports – Budget Variance, Check & Deposit – SS**
   MOTION: Alyssa motioned and Rich seconded to approve the October Treasurer's Reports. **Motion Carried Unanimously.**

5. **Officer Reports**

6. **UNFINISHED BUSINESS**

   6.1 Project Review Committee – AA/RS

   6.1.1 Proposal to develop Landowner survey re: assessments for guesthouses, apartments & businesses. - AA
   Background: The idea for developing a survey was suggested in response to Bob Quesenberry's written concerns about alleged inequities in how assessments are charged for guesthouses, apartments and businesses. The survey has not been developed yet. Discussion.
   ACTION ITEM: ***Alyssa*** - Develop a survey for Landowners to give input on possible additional assessments for guesthouses, apartments and businesses.

   6.2 Election Committee – SS/Board

   6.2.1 Review Updated Election Mailing
   Clare Parker, as corporate owner of Parcel 35A – SG, withdrew the nomination of Ed Dobrowski, a SG candidate representing the corporation. As a result, an updated list of SG candidates was mailed to all South Glastonbury Landowners.

   6.2.2 Vote for candidates
   Discussion. Alyssa explained the procedure for determining how the Board votes when a Landowner designates his proxy to the Board: (a) At the Board meeting prior to the elections, each Board member votes confidentially on ballots for North and South Glastonbury. (b) The Secretary and meeting assistant tally these votes and documents them. (c) When a Landowner designates his/her proxy to the Board, a representative of the Board (usually the President if he isn't a current candidate) will vote to reflect the documented outcome of the Board majority's vote.

File: MtgMins 11 07 11
Draft:1 12 11; 02 06 12; 02 09 12; 04 18 12; 04 27 12 – FINAL
Final Approval: 04 23 12

6.2.3 Determine GLA Board Proxy Representative to cast Board Vote
Discussion.
UNANIMOUS AGREEMENT: At the Annual Meeting/Elections of November 12, 2011, Janet (Secretary) will cast the ballot in accordance with the Board majority's vote whenever a Landowner designates the Board as his/her proxy.

6.2.4 Vote to approve Draft Agenda the Annual Meeting/Elections – SS/Board
Discussion.
MOTION: Sheridan motioned and William seconded to approve the draft agenda for the November 12, 2011 Annual Meeting/Elections with amendments. **Motion carried unanimously.**

6.2.5 Review/discuss content of Annual Meeting committee reports – Officers/Committee Chairs
Discussion included Treasurer's report and Road Committee's handout.

6.2.6 Finalize assignments and details for conducting Annual Meeting
Discussion.
ACTION ITEM: ***Sheridan & Board*** - Set up Friday at 7:00 p.m. Arrive Saturday at 8:00 to 8:15 a.m.
ACTION ITEM: ***Charlene*** - Set up AV system.
ACTION ITEM: ***William*** - Bring maps to Annual Meeting.
ACTION ITEM: ***Denise*** – Train Registration Table & Ballot personnel Fri eve.

6.2.7 Handouts for copying must be submitted to Denise by Wed. a.m., Nov. 9.

6.3 Special Meeting re: Special Assessments

6.3.1 Discuss/determine meeting personnel and oversight
Discussion.

6.3.2 Vote for Special Assessment for All Landowners & Special Assessment for High South Landowners
Discussion. The Board voted on each assessment for Landowners who may designate their proxy to the Board.

6.3.3 Determine GLA Board Proxy Representative to cast Board Vote
Discussion.
UNANIMOUS AGREEMENT: Janet (Secretary) will cast the ballot in accordance with the Board majority's vote whenever a Landowner designates the Board as his/her proxy.

6.3.4 Vote to approve Agenda for Special Meeting
Discussion.
UNANIMOUS AGREEMENT: The Board approved the November 12, 2011 Special Meeting agenda as amended.

6.3.5 Finalize assignments and details for conducting Special Meeting
Discussion included review of final assignments, etc.

6.3.6 Handouts for copying must be submitted to Denise by Wed a.m. Nov. 9.

File: MtgMins 11 07 11
Draft:1 12 11; 02 06 12; 02 09 12; 04 18 12; 04 27 12 – FINAL
Final Approval: 04 23 12

6.4 Road & Weed Committee

6.4.1 Update re: Snowplowing employees and contractors

Discussion. (a) The GLA sent out a phone tree advertising snowplowing positions. Two North Glastonbury Landowners, Chris Williams and Richard Mead, applied and both are capable drivers. (b) Paul Ranttalo no longer wants to snow plow; (c) Ed Dobrowski is willing to continue snowplowing in South. A backup will be needed for South.

UNANIMOUS AGREEMENT: The Board will announce snowplowing positions at Annual Meeting and await further applicants.

6.5 Community Committee

6.5.1 Update on Kathleen Ulrich property issues – Tabled.

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners)**

Tim Brockett: (a) Offered input regarding assessments for apartments, guesthouses and businesses. He stated the GLA Covenants allow for a flat tax, so to ask *more* assessments from businesses and apartments would become a progressive tax. His understanding is that GLA's founders wanted to encourage free enterprise and so businesses are allowed. (b) Tim proposed that each candidate be allowed to speak for 10 minutes at the Annual Meeting plus time for questions after each speech. (c) Tim was disturbed by the number of interruptions from the O'Connell's during the meeting. He commented that there should be a zero tolerance policy for interruptions while any board member is speaking. If someone interrupts and is called out of order, the policy should be "one strike and you're out." (d) He asked the Board to counter sue for frivolous lawsuits and to foreclose on the property of landowners who bring frivolous lawsuits against the GLA and waste the GLA's funds.

Sandra Irby: Commented that the emotional outbursts at past meetings were difficult for her so she hasn't attended meetings for a few years. Sandra thought tonight's meeting was a three ring circus with interruptions and can understand why the Board needs to tighten it up.

Daniel O'Connell: (a) Passed out a document called "GLA Landowner's Bill of Rights." (see copy in file) (b) He stated the proposed landowner survey (see 6.1.1 above) is inappropriate as the Master Plan forbids apartments. (c) He stated that proxy votes given by landowners to the Board are not legal.

Valerie O'Connell: (a) Stated that the assessment survey for guest homes, businesses and apartments is illegal. (b) She is concerned about the designation of Landowner proxies to the Board.

9. **Adjournment 8:45 p.m.**

10. **Next Public Board Meeting: January 9, 2011, 6:45 p.m. at St. John's Church**
Reminder: Annual Meeting/Elections: Sat, Nov. 12, 8:45 a.m. - Noon, Emigrant Hall, followed by Special Meeting re: Special Assessments: Noon - 1:00 p.m., Emigrant Hall.
December 12, 2011: Possible short public board meeting (TBD) prior to Orientation Meeting for Board Members Only

File: MtgMins 11 07 11
Draft: 1 12 11; 02 06 12; 02 09 12; 04 18 12; 04 27 12 – FINAL
Final Approval: 04 23 12

2011-11-07_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

November 7, 2011 - 6:45 p.m.

1. **Call to order**

2. **Set Agenda**

3. **Approve August 8, 2011, September 12, 2011 & October 17, 2011 Meeting Minutes**

4. **Treasurer's Reports – Budget Variance, Check & Deposit – SS (2 min)**

5. **Officer Reports**

6. **UNFINISHED BUSINESS**
   - **6.1 Project Review Committee – AA/RS**
     - **6.1.1 Proposal to develop Landowner survey re: assessments for guesthouses, apartments & businesses – AA (2 mins)**
   - **6.2 Election Committee – SS/Board**
     - **6.2.1 Review Updated Election Mailing – SS (1 min)**
     - **6.2.2 Vote for candidates – SS/JN (2 min)** *(Confidential voting results to be used by GLA Board Representative when Landowner designates GLA Board as proxy)*
     - **6.2.3 Determine GLA Board Proxy Representative to cast Board Vote**
     - **6.2.4 Vote to approve Agenda for Annual Meeting/Elections**
     - **6.2.5 Review/discuss content of annual meeting committee reports – Officers/Committee Chairs**
     - **6.2.6 Finalize assignments and details for conducting Annual Meeting**
     - **6.2.7 Handouts for copying must be submitted to Denise by Wed am, Nov. 9**
   - **6.3 Special Meeting re: Special Assessments**
     - **6.3.1 Discuss/determine meeting personnel and oversight**
     - **6.3.2 Vote for Special Assessment for All Landowners & Special Assessment for High South Landowners** *(Confidential voting results to be used by GLA Board Representative when Landowner designates GLA Board as proxy)*
     - **6.3.3 Determine GLA Board Proxy Representative to cast Board Vote**
     - **6.3.4 Vote to approve Agenda for Special Meeting**
     - **6.3.5 Finalize assignments and details for conducting Special Meeting**
     - **6.3.6 Handouts for copying must be submitted to Denise by Wed am, Nov. 9**
   - **6.4 Road & Weed Committee – RS/WS**
     - **6.4.1 Update re: Snow plowing employees and contractors – WS/GD (5 min)**
   - **6.5 Community Committee**
     - **6.5.1 Update on Kathleen Ulrich property issues – GD/PR (3 min)**

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners**

9. **Adjournment**

10. **Next Public Board Meeting: January 9, 2011, 6:45 p.m. at St. John's Church**
    Reminder: Annual Meeting/Elections: Sat, Nov. 12, 8:45 a.m. - Noon, Emigrant Hall, followed by Special Meeting re: Special Assessments: Noon - 1:00 p.m., Emigrant Hall.
    December 12, 2011: Possible short public board meeting (TBD) prior to Orientation Meeting for Board Members Only

Glastonbury Landowner's Association

2011 Budget Variance Report

January through November 2011

	Jan - Nov 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	195.00			
102. Dwelling 2000	240.00			
103. Dwelling 2001	240.00			
104. Dwelling 2002	180.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	175.90			
107. Dwelling 2005	264.00			
108. Dwelling 2006	154.10			
109. Dwelling 2007	290.00			
110. NG Dwelling 2008	159.00			
110. SG Dwelling 2008	166.00			
111. NG Dwelling 2009	425.66			
111. SG Dwelling 2009	633.33			
112. NG Dwelling 2010	3,198.62			
112. SG Dwelling 2010	2,569.23			
113. NG Dwelling 2011	22,010.87	26,454.00	-4,443.13	83.2%
113. SG Dwelling 2011	16,930.05	19,195.00	-2,264.95	88.2%
125. Land Prior to 2000	195.00			
126. Land 2000	240.00			
127. Land 2001	240.00			
128. Land 2002	180.00			
129. Land 2003	120.00			
130. Land 2004	175.89			
131. Land 2005	341.88			
132. Land 2006	418.11			
133. Land 2007	670.63			
134. NG Land 2008	317.00			
134. SG Land 2008	802.00			
135. NG Land 2009	599.66			
135. SG Land 2009	1,373.82			
136. NG Land 2010	3,253.11			
136. SG Land 2010	4,473.53			
137. NG Land 2011	28,005.60	29,383.00	-1,377.40	95.3%
137. SG Land 2011	29,309.16	33,012.00	-3,702.84	88.8%
150. GAV	9,359.00	9,359.00	0.00	100.0%
160. Finance Chrgs Late Accnts	2,010.87			
161. Penalties Late Accounts	665.27			
Total 100. Parcel Assessment Fees	130,702.29	117,403.00	13,299.29	111.3%
200. Project Review Fees				
201. Application Fee	200.00			
202. IF - House	1,300.00			
203. IF - Structures 200/800sf	350.00			
204. IF - Structures Over 800sf	200.00			
205. IF - Well	75.00			
206. IF - Driveway	225.00			
207. IF - Septic	75.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	300.00			
218. Mileage Impact Fee	825.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	3,600.00	3,325.00	275.00	108.3%
300. Roads				
301. CUT - Road Paving Loan	1,306.89	1,480.00	-173.11	88.3%
303. Snowplowing	30.00			
Total 300. Roads	1,336.89	1,480.00	-143.11	90.3%
400. Liens				
401. Landowner Filing Fee	275.00			
Total 400. Liens	275.00			

Glastonbury Landowner's Association

2011 Budget Variance Report

January through November 2011

	Jan - Nov 11	Budget	$ Over Budget	% of Budget
500. Interest Earned				
501. Savings Interest	70.55	60.00	10.55	117.6%
Total 500. Interest Earned	70.55	60.00	10.55	117.6%
700. Other Income				
701. Miscellaneous	350.00			
Total 700. Other Income	350.00			
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	16,780.33			
804. ChipSeal-5 payments/land	2,759.45			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	22,642.78	21,913.00	729.78	103.3%
Total Income	158,977.51	144,181.00	14,796.51	110.3%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	736.25			
A02B. South Glastonbury	1,220.00			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,519.00	4,000.00	8,519.00	313.0%
A03. Contractors - Weed Contrl	1,849.50	3,300.00	-1,450.50	56.0%
A05. Equipment Reg & Ins	2,360.00	2,500.00	-140.00	94.4%
A06. Equipment Mtce				
A06. Truck #1	558.08			
A06. Truck #2	641.11			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,199.19	1,500.00	-300.81	79.9%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	465.00	155.00	310.00	300.0%
A11. Miscellaneous				
A11A. Fuel	310.00	800.00	-490.00	38.8%
A11B. Sand	125.00	500.00	-375.00	25.0%
A11C. Sign Posts	4,335.79			
A11E. Quonset Hut Asset Expense	341.14	2,260.00	-1,918.86	15.1%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
A11. Miscellaneous - Other	70.00			
Total A11. Miscellaneous	5,181.93	5,200.00	-18.07	99.7%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	1,003.00			
A12C. Capricorn Drive	1,490.00			
A12F. Gemini Road	820.00			
A12I. Pisces Way	535.00			
A12J. Sirius Drive	1,662.00			
A12K. Taurus Road	1,129.00			
A12L. Venus Way	535.00			
A12W. Mowing North Glastonbury	400.00	300.00	100.00	133.3%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#1	0.00			
Chip Seal Investor#2	4,619.50			
Chip Seal Investor#3	1,154.87			
A12Y. ChSeal Investors payments - Other	4,033.53	9,808.00	-5,774.47	41.1%
Total A12Y. ChSeal Investors payments	9,807.90	9,808.00	-0.10	100.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	17,381.90	36,213.00	-18,831.10	48.0%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through November 2011

	Jan - Nov 11	Budget	$ Over Budget	% of Budget
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	3,392.50			
A13D. Leo Drive	2,435.00			
A13E. Leo Lane	270.00			
A13G. Hercules Road	2,520.00			
A13W. Mowing South Glastonbury	325.00	300.00	25.00	108.3%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	8,942.50	14,300.00	-5,357.50	62.5%
A14. Roads/Common Land Ins	5,406.28	5,528.00	-121.72	97.8%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
A16. Employee Expenses				
A16.A MontananState Fund	390.34			
Total A16. Employee Expenses	390.34			
Total A00. Roads & Weeds	85,920.92	104,921.00	-19,000.08	81.9%
B00. Project Review				
B01. Contractors	3,100.00	2,600.00	500.00	119.2%
B03 Sanitation Bond Refunds	1,150.00			
B04. Administration	0.00	725.00	-725.00	0.0%
B05. Legal Fees	2,881.75			
Total B00. Project Review	7,131.75	3,325.00	3,806.75	214.5%
C00-1 Legal Fees Contingency Fu				
COO-1 A General Legal /Services	1,214.50			
COO-1 B O'Connell Lawsuit	6,344.30			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	7,558.80	3,000.00	4,558.80	252.0%
C00. Community/Complaints				
C01. Contractors	352.50	1,800.00	-1,447.50	19.6%
C03. Administration	270.00			
C04. Legal Fees	2,128.25	870.00	1,258.25	244.6%
C05. Miscellaneous/copies	28.08	175.00	-146.92	16.0%
Total C00. Community/Complaints	2,778.83	2,845.00	-66.17	97.7%
COO-2 Gen Op/Subcontractors				
COO-2.02 Virtual Message/phone	134.55	200.00	-65.45	67.3%
COO-2.03 Office Equipment	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	1,325.00	1,800.00	-475.00	73.6%
Total COO-2 Gen Op/Subcontractors	1,939.93	3,150.00	-1,210.07	61.6%
D00. Recreation				
D03. PVRC				
D03A. PVRC Electricity	539.47	600.00	-60.53	89.9%
D03B. PVRC Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	200.00	240.00	-40.00	83.3%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	140.00	300.00	-160.00	46.7%
Total D03. PVRC	879.47	2,490.00	-1,610.53	35.3%
Total D00. Recreation	879.47	2,490.00	-1,610.53	35.3%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	116.94	350.00	-233.06	33.4%
G03. Administration	405.00	300.00	105.00	135.0%
G04. Credit Report Research	1.50	500.00	-498.50	0.3%
Total G00. Liens	523.44	1,150.00	-626.56	45.5%

GLA 02983

Glastonbury Landowner's Association

2011 Budget Variance Report

January through November 2011

	Jan - Nov 11	Budget	$ Over Budget	% of Budget
J00. Other Projects				
J03.Policies & Procedures	0.00	2,440.00	-2,440.00	0.0%
Total J00. Other Projects	0.00	2,440.00	-2,440.00	0.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,605.00	5,980.00	-3,375.00	43.6%
K02. Contractors - Bookkeeper	3,446.25	3,300.00	146.25	104.4%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	745.74	950.00	-204.26	78.5%
K07. Postage and Delivery	825.14	1,200.00	-374.86	68.8%
K08. Monthly Board Meetings	1,844.19	2,855.00	-1,010.81	64.6%
K11. Rent				
K11B. Storage/Boxes	225.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%
Total K11. Rent	686.00	540.00	146.00	127.0%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	344.49	317.00	27.49	108.7%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K18. Miscellaneous	197.75			
K19. Quarterly Newsletter	510.00	950.00	-440.00	53.7%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	12,560.56	18,715.00	-6,154.44	67.1%
L00. Other Expenses				
L01. Miscellaneous	300.00			
Total L00. Other Expenses	300.00			
M00. Annual Meeting/Elections				
M01. Contractors	360.00			
M03. Administration	1,111.25	890.00	221.25	124.9%
M04. Postage and Delivery	432.42	400.00	32.42	108.1%
M05. Refreshments	172.26	200.00	-27.74	86.1%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	101.96			
M08. Copies	281.55	125.00	156.55	225.2%
Total M00. Annual Meeting/Elections	2,534.44	1,690.00	844.44	150.0%
Reconciliation Discrepancies	0.00			
Total Expense	122,384.26	144,181.00	-21,796.74	84.9%
Net Ordinary Income	36,593.25	0.00	36,593.25	100.0%
Net Income	**36,593.25**	**0.00**	**36,593.25**	**100.0%**

2011-12-17_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

December 12, 2011

FINAL

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard Bolen at 8:33 p.m. at St. John's Church.
   PRESENT: Richard Bolen (President) aka Richard, Janet Naclerio (Secretary), Alyssa Allen, Gerald Dubiel, Kenneth Haug, Sean Halling, Paul Ranttalo, William Smith, Rich Spallone (aka Rich), Scott McBride (via phone).
   ABSENT: Laura Boise (Vice President), Sheridan Stenberg (Treasurer).
   ALSO ATTENDING: Charlene Murphy (Meeting Assistant), Sandra Irby (Meeting Assistant); Landowners: Tim Brockett, Val O'Connell, Daniel O'Connell.

2. **Set Agenda**

3. **Meeting Minutes**
   3.1 Discuss Meeting Minute-Taker (AA)
   Discussion included: (a) Charlene was no longer able to do the meeting minutes and Sandra Irby was willing to take her place; (b) Janet, as Secretary, also takes notes and oversees minutes, and; (c) Meetings can be recorded only by the minute taker for the sole purpose of the accuracy of the minutes.

   UNANIMOUS AGREEMENT: Sandra Irby will be the Meeting Minute-Taker as an independent contractor (with Charlene as a backup for the December 12, 2011, meeting only).

4. **a) Review/vote on Policy for Board Meeting Conduct (RB/AA)**
   Alyssa read a new proposed policy for Board Meeting Conduct. Edits were discussed and incorporated.
   MOTION: Janet motioned and Gerald seconded to accept the "Policy for Board Meeting Conduct" as amended.
   Discussion. William suggested additional edits.
   MOTION: Janet motioned and Sean seconded to accept the "Policy for Board Meeting Conduct" as amended and with additional edits.* **Motion carried unanimously.**
   *(*Amendments and edits to "Policy for Board Meeting Conduct" will be shown in track changes and will be attached to the final copy of the meeting minutes.)*

   b) Attending Landowner's Non-Compliance with Tape Recording Policy *(added to agenda)*
   The newly approved "Policy for Board Meeting Conduct" (see 4a above) contains a clause which prohibits recording GLA Board Meetings, with the exception of the Note-Taker. Therefore, Richard asked Daniel and Val O'Connell (meeting attendees) to turn off their recording device to comply with this clause. They refused to comply, arguing that they had a right to record under state law.
   Discussion.
   Richard then asked the O'Connells to leave the meeting, and they refused with argumentation.
   Discussion.
   UNANIMOUS AGREEMENT: The Board agreed that Richard should call the Sheriff's Office to ask for someone to escort Daniel and Valery O'Connell from the Board Meeting premises.

   c) Meeting Break: Approximately 9 - 9:45 p.m. *(added to agenda)*

File: MtgMins 12 12 11
Draft (s): 12 15 11; 12 26 11; 12 31 11; 01 02 12; 01 03 12; 02 14 12 – FINAL
Final Approval: 02 13 12

During the break, Richard called the Sheriff's office. 2 deputies arrived and the O'Connells were escorted from the meeting.

5. **Approve August 8, 2011, September 12, 2011, October 17, 2011 & November 7, 2011 Meeting Minutes – Tabled.**

6. **Treasurer's Reports – Budget Variance, Check & Deposit**
Charlene presented the November 2011 Treasurer's Reports in Sheridan's absence.
MOTION: Alyssa motioned and Rich seconded to approve the Treasurer's Reports for November 2011. **Motion carried unanimously.**
Discussion.
UNANIMOUS AGREEMENT: The Board agreed to William's request that the name "PVRC" be removed from the Treasurer's reports and replaced with the word "Parkland" as this seems to more accurately reflect the GLA's ownership of the soccer field and surrounding acreage.
ACTION ITEM: ***Charlene*** – Change the name of "PVRC" to "Parkland" on the Treasurer's reports. [As appropriate]

6.1 Voluntary Contribution Fund
Charlene reviewed the idea of creating a fund that the GLA could set up for Landowners to donate money toward helping other Landowners who are unable to pay their assessments due to financial hardships. The GLA could provide options to donate money, to be a recipient, or to apply on someone's behalf.
Discussion included: (a) The GLA would be better served by having an independent, non-profit organization to handle a contribution fund, and (b) The Board determined that there was not enough time to research, propose and implement this idea by January 2012.
ACTION ITEM: ***Charlene*** - Research how the power company or other assistance programs function with hardship customers and present this research in support of a "Voluntary Contribution Fund" at a future Board Meeting.

7. **Formation of New Board, Establish Officer & Committee Chairs/Members**
7.1 Nominate/vote for officer positions, committee chairs and members
a) Officers
Richard turned the Meeting Conductor Chair over to Alyssa for the election of officers.
Discussion.
UNANIMOUS AGREEMENT: The Board approved Richard Bolen as President, Laura Boise as Vice President, Janet Naclerio as Secretary and Sheridan Stenberg as Treasurer.

b) Committee Chairs/Members
Richard returned to chairing the meeting. Discussion.
UNANIMOUS AGREEMENT: The Board agreed that the following Board members will fill the following committee positions.

All Board Members (Ongoing & New)
All Board members serve on the Election Committee and help with the Annual Meeting and Elections.

Ongoing Board Members
Janet: Resigned from Recreation & PVRC committees.
All Others: Will retain their committee positions of the previous year.

File: MtgMins 12 12 11
Draft (s): 12 15 11; 12 26 11; 12 31 11; 01 02 12; 01 03 12; 02 14 12 – FINAL
Final Approval: 02 13 12

New Board Members

Kenneth: Road & Weed; Website
Sean: Road & Weed, Community
Scott: Managerial, Community.

Scott left meeting at 10:29 p.m.

7.2 Vote to approve 2012 Board Meeting dates

Discussion

UNANIMOUS AGREEMENT: The Board agreed on the following corrections and selections to the draft list of Board Meeting Dates for 2012.

January: change date to January 9
July: change to July 9
October: change to October 15
Other months: Remain as noted on the draft list of 2012 Board Meeting dates.

Paul left meeting at 10:30 p.m.

7.3 Review/edit Board contact list

ACTION ITEM: ***Alyssa*** - Email the draft of the Board Contact List to each Board member, who can then reply with changes/additions to his/her contact information.

8. UNFINISHED BUSINESS

8.1 Election Committee – SS/Board

8.1.1 Review Annual Meeting and Election Results – Board - Tabled.

8.2 Special Meeting re: Special Assessments (November 12, 2011)

8.2.1 Review Special Meeting and Voting Results – Board

Discussion. It was noted that more Landowners needed to vote in order to reach the correct percentage of votes needed for passing the 3 special assessments. Even if everyone who had voted concerning the special assessments had actually voted ***in favor*** of them, there still would not have been enough votes to pass them.

8.3 Road & Weed Committee

8.3.1 Update re: Snow plowing employees and contractors – Tabled.

8.4 Community Committee (RB/LB)

8.4.1 Update on Kathleen Ulrich property issues - Gerald

Gerald reported that the State of Montana Electrical Inspector said they could not do anything about the dangerous power line above ground on the Ulrich property. Discussion included: (a) Safety concern issues; (b) The GLA's budget in relation to the cost of taking action on Covenant violations, and; (c) The Board has already attempted over the years to try to correct the Ulrich property issues. It may be preferable at this stage for individual Landowners to take legal action on their own if they choose to do so.

9. NEW BUSINESS

9.1 Management Committee (AA/LB)

9.1.1 Susan Swimley's offer to purchase Meeting Norm Poster Content

Alyssa explained that Susan wants to use the meeting norm poster content to work

with other landowner associations. With the GLA's permission, Susan would pay the GLA for each such use.
Discussion.
UNANIMOUS AGREEMENT: The Board agreed to accept Susan's proposal of paying the GLA for each use of GLA's Meeting Norm Poster content.
ACTION ITEM: ***Alyssa*** – Contact Susan Swimley and discuss/determine a reasonable fee for the meeting norm poster content.

10. **Comment Period for Visiting Landowners.** No comments.

11. **Adjournment – 10:53 p.m.**

12. **Next Public Board Meeting: January 9, 2012, 6:45 p.m. at St. John's Church.**

File: MtgMins 12 12 11
Draft (s): 12 15 11; 12 26 11; 12 31 11; 01 02 12; 01 03 12; 02 14 12 – FINAL
Final Approval: 02 13 12

2011-12-17_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Agenda

December 12, 2011 - 8:30 p.m.

1. Call to order

2. Set Agenda

3. Meeting Minutes
   3.1 Discuss Meeting Minute-Taker – AA (2 min)

4. Review/vote on Policy for Board Meeting Conduct – RB/AA (3 min)

5. Approve August 8, 2011, September 12, 2011, October 17, 2011 & November 7, 2011 Meeting Minutes

6. Treasurer's Reports – Budget Variance, Check & Deposit – CM (2 min)
   6.1 Voluntary Contribution Fund – CM (2 min)

7. Formulation of New Board, Establish Officer & Committee Chairs/Members (15 min)
   7.1 Nominate/vote for officer positions, committee chairs and members
   7.2 Vote to approve 2012 meeting dates
   7.3 Review/edit Board contact list

8. UNFINISHED BUSINESS
   8.1 Election Committee – SS/Board
      8.1.1 Review Annual Meeting and Election Results – Board (2 min)
   8.2 Special Meeting re: Special Assessments
      8.2.1 Review Special Meeting and Voting Results – Board (2 min)
   8.3 Road & Weed Committee – RS/WS
      8.3.1 Update re: Snow plowing employees and contractors – WS/GD (2 min)
   8.4 Community Committee
      8.4.1 Update on Kathleen Ulrich property issues – GD/PR (3 min)

9. NEW BUSINESS
   9.1 Management Committee – AA/LB
      9.1.1 Susan Swimley offer to purchase Meeting Norm Poster Content

10. Comment Period for Visiting Landowners

11. Adjournment

12. Next Public Board Meeting: January_____ (To Be Announced) 2012, 6:45 p.m. at St. John's Church

Glastonbury Landowners Association

Policy

Re: Board Meeting Conduct

For Directors, Landowners and Guests

This policy has been established so that the Board may accomplish its business in an efficient and constructive manner, while allowing for uninhibited expression, the free-flow of ideas, and harmonious interactions among all in attendance.

By their attendance, at all meetings of the Board of Directors, all attendees, including Directors, Landowners and Guests, shall agree to conduct themselves according to the following guidelines:

1. Respect each person's input.
2. Be patient and understanding.
3. Be honest yet tactful.
4. Be open to suggestions and other viewpoints.
5. Listen without interrupting or holding side conversations.
6. Stay focused and on-task.
7. Do not monopolize the floor during discussions.
8. Allow differences to surface and resolve conflicts immediately through honesty and a sincere effort to understand.
9. When there is a disagreement with a person's view, provide the alternative view without making the other person wrong.
10. Take adequate time to fully explore and understand an issue before coming to conclusions.
11. Focus on the facts and keep personal biases out of discussions and decisions.
12. Give others the benefit of the doubt, rather than assuming wrongdoing or making accusations without knowing the facts.
13. Refrain from derogatory remarks about others.
14. Address others in a considerate, respectful, non-accusatory, non-interrogative manner.
15. Refrain from any disruptive behavior or noises such as loud whispering, giggling, pacing, shuffling papers, exaggerated gestures or any behavior that distracts people's attention from matters being discussed.

Landowner and Guest Participation:

There will be a designated time for Landowners to provide input and make comments at every regular monthly meeting. At the beginning of each meeting the President or presiding Officer will inquire if anyone attending has come to contribute regarding an existing agenda item, or to propose a new one. The Board will then determine how to best handle each issue. At the Board's discretion, Landowners and/or Guests may be recognized or called upon during the meeting, when deemed appropriate given the business at hand. (Note: The Board follows a certain protocol for placing items on the Agenda, and Landowners are encouraged to submit any agenda item they wish the Board to review at least two weeks prior to the meeting using the Agenda Request Form for Landowners.)

Recording:

Due to the chilling effect that recording has on participation and the exchange of ideas, the Board has determined that the following will not be allowed by anyone in attendance unless given prior approval by the Board:

1. Photographing

2. Audio recording

3. Video recording

Only the Meeting Minute-taker is allowed to audio record the meeting for the purpose of ensuring accuracy of the meeting minutes. Any such recording will not be made available for any other purpose. The content of GLA board meeting audio recordings is the property of the GLA Board. After meeting minutes are approved by the Board, the recorded material will be overwritten, erased or disposed of.

Enforcement:

Attendees, including Board Members, who violate these guidelines and rules, or who are otherwise considered by the Board to be disruptive to the conduct of the meeting, may be given a warning by the Board and directed to cease such activity. If the attendee persists in his or her violation or disruptive behavior and/or activity, the presiding Officer may expel the attendee from the meeting and any future meetings as deemed necessary. If, after being expelled, the attendee refuses to leave, a Board Member will call the County Sheriff to have the attendee forcibly removed from the meeting.

Note: From time to time, this policy may be updated or revised by the Board.

Glastonbury Landowners Association

Policy

Re: Board Meeting Conduct

For Directors, Landowners and Guests

DRAFT

This policy has been established so that the Board may accomplish its business in an efficient and constructive manner, while allowing for uninhibited expression, the free-flow of ideas, and harmonious interactions among all in attendance.

By their attendance at meetings of the Board of Directors, all attendees, including Directors, Landowners and Guests, shall agree to conduct themselves according to the following guidelines:

Sandra 12/12/11 9:06 PM
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Sandra 12/12/11 9:06 PM
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1. Respect each person's input.
2. Be patient and understanding.
3. Be honest yet tactful.

Sandra 12/12/11 9:05 PM
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4. Be open to suggestions and other viewpoints.
5. Listen without interrupting or holding side conversations.
6. Stay focused and on-task.
7. Do not monopolize the floor during discussions.
8. Allow differences to surface and resolve conflicts immediately through honesty and a sincere effort to understand.
9. When there is a disagreement with a person's view, provide the alternative view without making the other person wrong.
10. Take adequate time to fully explore and understand an issue before coming to conclusions.
11. Focus on the facts and keep personal biases out of discussions and decisions.
12. Give others the benefit of the doubt, rather than assuming wrongdoing or making accusations without knowing the facts.
13. Refrain from derogatory remarks about others.
14. Address others in a considerate, respectful, non-accusatory, non-interrogative manner.
15. Refrain from any disruptive behavior or noises such as loud whispering, giggling, pacing, shuffling papers, exaggerated gestures or any behavior that distracts people's attention from matters being discussed.

Landowner and Guest Participation:

Sandra 12/13/11 10:30 AM
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Sandra 12/12/11 8:59 PM
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Sandra 12/12/11 9:03 PM
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Recording:

Due to the chilling effect that recording has on participation and the exchange of ideas, the Board has determined that the following will not be allowed by anyone in attendance unless given prior approval by the Board:

1. Photographing
2. Audio recording
3. Video recording

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Enforcement:

Attendees, including Board members, who violate these guidelines and rules, or who are otherwise considered by the Board to be disruptive to the conduct of the meeting, may be given a warning by the Board and directed to cease such activity. If the attendee persists in his or her violation or disruptive behavior and/or activity, the presiding Officer may expel the attendee from the meeting and any future meetings as deemed necessary.
If, after being expelled, the attendee refuses to leave, a Board member will call the County Sheriff to have the attendee forcibly removed from the meeting.

Sandra 12/12/11 9:01 PM
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Sandra 12/12/11 9:01 PM
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Note: From time to time, this policy may be updated or revised by the Board.

2012

2012

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

January, 2012

CONFIDENTIAL – DO NOT COPY

There was no meeting held in January 2012.

2012-02-13_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Regular Meeting Minutes

February 13, 2012

FINAL

Confidential – Do Not Copy

1. **Call to order; opening prayer**
The meeting was called to order by Richard Bolen at 8:11 p.m. at St. John's Church and the opening prayer was said by Janet.
PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Sean Halling, Kenneth Haug, Scott McBride, Paul Ranttalo, William Smith
ABSENT: Gerald Dubiel, Rich Spallone (aka Rich)
ALSO ATTENDING: Sandra Irby (Administrative Contractor), Tim Brockett (Landowner), William Irby (Landowner)

2. **Set Agenda**

3. **Approve Meeting Minutes & Review Orientation Meeting Notes**
August 8, September 12, October 17, November 7, December 12, 2011; January 9, 2012

Only the December 12, 2011, minutes were ready for approval. Discussion. Richard said that the January 9 orientation meeting notes were not minutes and thus do not need to be approved. The other meeting minutes were tabled.
MOTION: William motioned and Janet seconded to approve the December 12, 2011, minutes as amended; see the attached version for changes approved by the Board. **Motion carried**. (2 abstentions: Laura and Sheridan were not present Dec. 12.)

4. **Officer and Committee Reports**

4.1 President's Report

4.1.1 Strategic Planning Meeting – RB
Richard discussed the purpose of the meeting and brainstorming goals for 2012. Laura suggested that Directors prepare before the meeting and come with ideas to share.

4.2 Treasurer's Reports

4.2.1 Budget Variance, Check Detail & Deposit Detail – SS
Sheridan presented the January 2012 reports.
MOTION: Alyssa motioned and Laura seconded to approve the January 2012 Treasurer's reports. **Motion carried unanimously.**
ACTION ITEM: ***Alyssa*** – Talk to Charlene to clarify budget codes for legal expenses.
Discussion of Sheridan's research. The estimate for an independent audit based on the size and operation of the GLA is between $4700 and $5700. A formal audit of this type is not required of the GLA. A less expensive alternative is to have Alan Hearn, who has 20 years of accounting experience with nonprofits, do an independent financial review for an estimated $1,200. The purpose is to demonstrate fiscal responsibility to the Landowners through a third party process. Money for an audit was not budgeted this year.
MOTION: Laura moved and Kenneth seconded: 1) Hire Alan Hearn to prepare the GLA 2011 tax return; and 2) Include in the GLA 2013 budget a provision to have Alan Hearn prepare an independent financial review of the GLA for 2012. **Motion carried unanimously.**

4.2.2 E-mail vote on truck insurance – SS

File: MtgMinutes Regular 02 13 12
Draft (s): 02 14 12; 02 16 12; 03 12 12 - Final
Final Approval: 03 12 12

Discussion. The Board voted by e-mail to approve switching truck insurance for significant savings.
ACTION ITEM: ***Sheridan*** - Forward voting results for changing GLA's truck insurance to Sandra and report at the next meeting.

4.3 Road and Weed Committee Report

4.3.1 Dry Creek Road Damage from Johnson Mobile Home Removal – WS

Discussion. Sheridan reported that Craig Hansen, owner of Lot 32-C in South Glastonbury, saw the damage and a manufactured home at the side of Dry Creek Road and heard a Park County employee saying that damage had been done to the road. Forrest and Theresa Johnson, owners of Parcel 49 in South Glastonbury, had a singlewide manufactured home removed by a contractor.
ACTION ITEM: ***Alyssa*** – Give William Smith contact information for the contractor who moved the Johnson trailer so that William can report to Ed Hillman, the Park County Road Supervisor.
ACTION ITEM: ***William*** – Contact Ed Hillman, the Park County Road Supervisor, concerning the damage to Dry Creek Road by the contractor who moved the Johnson trailer.

4.4 Managerial Committee Report

4.4.1 Review of recent accomplishments and tasks at-hand – AA

Discussion. The one-page January 2012 newsletter was completed on time and was well received. Alyssa mentioned that much of the Committee's accomplishments will be covered later in the meeting. The Committee is working on streamlining operations.

5. UNFINISHED BUSINESS

5.1 Collection policy and procedure – SS/RB/AA

Discussion. Various aspects of the collection policy were reviewed, and Richard said he would like the Board to consider authorizing specific parameters within which the Treasurer can take action without having to bring the matter to the Board.
MOTION: Sheridan moved and Sean seconded that the Treasurer have the authority to negotiate the following with delinquent accounts: The current year's assessment must be paid by Dec. 31 in full; the past due amount needs to be paid within two years or it will be turned over for collection. **Motion carried unanimously**.

5.2 30-day collection letter – RB

Discussion. Two versions of the letter were handed out.
MOTION: Alyssa moved and Laura seconded to allow Richard, Sheridan and the Managerial Committee to finalize the collection letter. **Motion carried unanimously**.
[Scott left 9:38 pm; Laura left at 9:50 pm.]

6. NEW BUSINESS

6.1 2012 resolution for Directors authorized to sign checks – RB

Discussion. **MOTION**: Alyssa motioned and Sean seconded that the President, Vice President, Secretary and Treasurer are authorized to sign checks for 2012. **Motion carried unanimously**.

6.2 Proposal for single signature check-writing limit – RB

Discussion. **MOTION**: Janet moved and Paul seconded that GLA checks over $5,000 require two authorized signatures. **Motion carried unanimously.**
ACTION ITEM: ***Alyssa*** – Verify that GLA needs the bank safety deposit box.
ACTION ITEM: ***Janet*** – Take the GLA motion concerning check signing and limit to the GLA's bank.

6.3 Project Review

6.3.1 Lot 10-E (NG), Ross & Monique Brunson, manufactured home placement – AA

Discussion. Alyssa reported that the Brunsons intend to remove their singlewide manufactured home from the property and replace it with a used, 9-year-old doublewide manufactured home. She pointed out that, according to the GLA Manufactured Home Standards, the doublewide is in compliance.
MOTION: Alyssa motioned and Sheridan seconded to approve the placement of a doublewide manufactured home on Lot 10-E North Glastonbury for Ross and Monique Brunson with the following conditions: 1) disturbed land be reseeded; 2) the existing singlewide home be removed from the property. **Motion carried**. [Abstention: Paul is involved in the project and declined to vote.]

6.4 Managerial Committee

6.4.1 Conference Phone Research – SM

Discussion. Alyssa presented since Scott had already left the meeting. The conference phone option would cost $200. The Board discussed waiting to decide until options for physical files and office location are explored and expenses overall reviewed.
ACTION ITEM: ***Managerial Committee, Sheridan and Richard*** – Conduct research and make a proposal for the GLA physical files and possible office location.

6.4.2 Director Conflict of Interest Statement review and vote – AA/RB

Discussion. **UNANIMOUS AGREEMENT:** The Board Member Conflict of Interest Statement was approved.

6.4.3 Director Confidentiality Agreement review and vote – AA/RB

Discussion. **UNANIMOUS AGREEMENT:** The Board Member Confidentiality Agreement was approved with minor edits.

6.4.4 Proposed Landowner Agenda Item Request Form – AA

Discussion. **UNANIMOUS AGREEMENT:** The Landowner Agenda Item Request Form was approved with minor edits.

6.4.5 Committee Meeting Minutes template – AA

Discussion. **UNANIMOUS AGREEMENT:** The Committee Meeting Minutes template was approved.

ACTION ITEM: ***Managerial Committee*** – Finalize the above approved documents and implement them.
ACTION ITEM: ***Denise*** – Print copies of the finalized Conflict of Interest Statement and Confidentiality Agreement for Board members to sign at the March 12 meeting.

6.5 Road and Weed

6.5.1 Proposed Road Management Committee – WS/AA
Discussion. During a previous meeting, Bylaws Article VI, Section I – Committees was discussed and it had been noted that only all-Director committees have authority to take action and only to the extent authorized by the Board.
MOTION: Alyssa motioned and Sean seconded that a Road Management Committee be established; the Directors on it will be William and Rich, and the Committee is authorized to take action concerning road maintenance expenditures within their budget. **Motion carried unanimously.**

6.6 Website Committee

6.6.1 Possible new domain name for GLA website – AA
Discussion. **MOTION:** Alyssa motioned and Sheridan seconded that GLA purchase the domain name "GLAmontana.org." **Motion carried unanimously.**

6.7 Board Responsibilities – Tim Brockett, Landowner – Tabled.

7. **Comment Period for Visiting Landowners**
Landowner Tim Brockett commented on collections and confidentiality procedures.

8. **Adjournment – 10:48 pm**

9. **Next Regular Board Meeting: March 12, 2012, at St. John's Church**

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

February 13, 2012 – 8:00 pm

1. **Call to order**

2. **Set Agenda**

3. **Approve Meeting Minutes & Review Orientation Meeting Notes**
   August 8, September 12, October 17, November 7, December 12, 2011; January 9, 2012

4. **Officer and Committee Reports**
   - 4.1 President's Report
     - 4.1.1 Strategic Planning Meeting – RB (1 min)
   - 4.2 Treasurer's Reports
     - 4.2.1 Budget Variance, Check & Deposit – SS (2 min)
     - 4.2.2 E-mail vote on truck insurance – SS (1 min)
   - 4.3 Road and Weed Committee Report
     - 4.3.1 Dry Creek Road Damage from Johnson Mobile Home Removal – WS (2 min)
   - 4.4 Managerial Committee Report
     - 4.4.1 Review of recent accomplishments and tasks at-hand – AA (2 min)

5. **UNFINISHED BUSINESS**
   - 5.1 Collection policy and procedure – SS/RB/AA (5 min)
   - 5.2 30-day collection letter – RB (3 min)

6. **NEW BUSINESS**
   - 6.1 2012 resolution for Directors authorized to sign checks – RB (2 min)
   - 6.2 Proposal for single signature check-writing limit – RB (2 min)
   - 6.3 Project Review
     - 6.3.1 Lot 10-E (NG), Ross & Monique Brunson, manufactured home placement – AA (5 min)
   - 6.4 Managerial Committee
     - 6.4.1 Conference Phone Research – SM (3 min)
     - 6.4.2 Director Conflict of Interest Statement review and vote – AA/RB (2 min)
     - 6.4.3 Director Confidentiality Agreement review and vote – AA/RB (2 min)
     - 6.4.4 Proposed Landowner Agenda Item Request Form – AA (2 min)
     - 6.4.5 Committee Meeting Minutes template – AA (2 min)
   - 6.5 Road and Weed
     - 6.5.1 Proposed Road Management Committee – WS/AA (3 min)
   - 6.6 Website Committee
     - 6.6.1 Possible new domain name for GLA website – AA (2 min)
   - 6.7 Board Responsibilities – Tim Brockett, Landowner (10 min)

7. **Comment Period for Visiting Landowners**

8. **Adjournment**

9. **Next Regular Board Meeting: March 12, 2012 at St. John's Church**

Glastonbury Landowner's Association

2012 Budget Variance Report

January 2012

	Jan 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
108. Dwelling 2006	35.00			
111. SG Dwelling 2009	35.00			
112. NG Dwelling 2010	41.73			
113. NG Dwelling 2011	523.99			
113. SG Dwelling 2011	59.00			
114. NG Dwelling 2012	6,340.34	26,454.00	-20,113.66	24.0%
114. SG Dwelling 2012	5,424.02	19,195.00	-13,770.98	28.3%
132. Land 2006	35.00			
135. SG Land 2009	35.00			
136. NG Land 2010	41.74			
137. NG Land 2011	523.97			
137. SG Land 2011	59.00			
138. NG Land 2012	8,632.37	29,383.00	-20,750.63	29.4%
138. SG Land 2012	10,246.78	33,012.00	-22,765.22	31.0%
150. GAV	2,339.75	9,359.00	-7,019.25	25.0%
160. Finance Chrgs Late Accnts	2.72			
161. Penalties Late Accounts	36.15			
Total 100. Parcel Assessment Fees	34,411.56	117,403.00	-82,991.44	29.3%
200. Project Review Fees				
201. Application Fee	0.00	250.00	-250.00	0.0%
202. IF - House	0.00	3,075.00	-3,075.00	0.0%
Total 200. Project Review Fees	0.00	3,325.00	-3,325.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	0.00	1,300.00	-1,300.00	0.0%
Total 300. Roads	0.00	1,300.00	-1,300.00	0.0%
500. Interest Earned				
501. Savings Interest	11.96			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	11.96	78.00	-66.04	15.3%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	2,789.70	16,051.00	-13,261.30	17.4%
804. ChipSeal-5 payments/land	950.00	2,759.00	-1,809.00	34.4%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	6,842.70	21,913.00	-15,070.30	31.2%
Total Income	41,266.22	144,019.00	-102,752.78	28.7%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	56.60			
A02B. South Glastonbury	119.92			
A02C. High South Glastonbury	760.00			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	936.52	8,490.00	-7,553.48	11.0%
A03. Contractors - Weed Contrl	0.00	2,000.00	-2,000.00	0.0%
A05. Equipment Reg & Ins	1,266.00	2,360.00	-1,094.00	53.6%
A06. Equipment Mtce				
A06. Truck #1	706.00			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	706.00	1,500.00	-794.00	47.1%
A08. Road Improvement Loan	0.00	30,225.00	-30,225.00	0.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	0.00	600.00	-600.00	0.0%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	150.00	1,350.00	-1,200.00	11.1%

Glastonbury Landowner's Association

2012 Budget Variance Report

January 2012

	Jan 12	Budget	$ Over Budget	% of Budget
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	0.00	4,619.50	-4,619.50	0.0%
Chip Seal Investor#3	0.00	1,154.87	-1,154.87	0.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	0.00	12,720.12	-12,720.12	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,219.12	-36,219.12	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,375.00	-14,375.00	0.0%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.B I.R.S.	29.26			
Total A16. Employee Expenses	29.26			
Total A00. Roads & Weeds	3,087.78	103,674.12	-100,586.34	3.0%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 B O'Connell Lawsuit	1,122.00			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	1,122.00	3,000.00	-1,878.00	37.4%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	295.00			
COO-2.02 Virtual Message/phone	14.95	180.00	-165.05	8.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	0.00	4,217.00	-4,217.00	0.0%
Total COO-2 Gen Op/Subcontractors	309.95	4,572.00	-4,262.05	6.8%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	25.10	500.00	-474.90	5.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
DO3F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
DO3G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	25.10	2,490.00	-2,464.90	1.0%
Total D00. Recreation	25.10	2,490.00	-2,464.90	1.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	455.00	-455.00	0.0%
G00. Liens				
G01. Lien Filing	0.00	350.00	-350.00	0.0%
G03. Administration	0.00	300.00	-300.00	0.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January 2012

	Jan 12	Budget	$ Over Budget	% of Budget
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	0.00	1,150.00	-1,150.00	0.0%
J00. Other Projects				
J03.Policies & Procedures	125.00	2,440.00	-2,315.00	5.1%
Total J00. Other Projects	125.00	2,440.00	-2,315.00	5.1%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	0.00	5,980.00	-5,980.00	0.0%
K02. Contractors - Bookkeeper	465.00	3,600.00	-3,135.00	12.9%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	46.00	950.00	-904.00	4.8%
K07. Postage and Delivery	164.64	1,200.00	-1,035.36	13.7%
K08. Monthly Board Meetings	310.00	2,855.00	-2,545.00	10.9%
K11. Rent				
K11B. Storage/Boxes	0.00	300.00	-300.00	0.0%
K11. Rent - Other	360.00	240.00	120.00	150.0%
Total K11. Rent	360.00	540.00	-180.00	66.7%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	80.00	950.00	-870.00	8.4%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	1,524.64	19,015.00	-17,490.36	8.0%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	7.28	1,690.00	-1,682.72	0.4%
Total Expense	6,201.75	144,656.12	-138,454.37	4.3%
Net Ordinary Income	35,064.47	-637.12	35,701.59	-5,503.6%
Net Income	**35,064.47**	**-637.12**	**35,701.59**	**-5,503.6%**

Glastonbury Landowner's Association

2011 Budget Variance Report

January through December 2011

	Jan - Dec 11	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	195.00			
102. Dwelling 2000	240.00			
103. Dwelling 2001	240.00			
104. Dwelling 2002	180.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	175.90			
107. Dwelling 2005	264.00			
108. Dwelling 2006	154.10			
109. Dwelling 2007	290.00			
110. NG Dwelling 2008	159.00			
110. SG Dwelling 2008	166.00			
111. NG Dwelling 2009	425.66			
111. SG Dwelling 2009	662.48			
112. NG Dwelling 2010	3,255.39			
112. SG Dwelling 2010	2,676.71			
113. NG Dwelling 2011	22,651.99	26,454.00	-3,802.01	85.6%
113. SG Dwelling 2011	17,557.34	19,195.00	-1,637.66	91.5%
125. Land Prior to 2000	195.00			
126. Land 2000	240.00			
127. Land 2001	240.00			
128. Land 2002	180.00			
129. Land 2003	120.00			
130. Land 2004	175.89			
131. Land 2005	341.88			
132. Land 2006	418.11			
133. Land 2007	670.63			
134. NG Land 2008	317.00			
134. SG Land 2008	802.00			
135. NG Land 2009	773.66			
135. SG Land 2009	1,402.96			
136. NG Land 2010	3,500.88			
136. SG Land 2010	4,581.02			
137. NG Land 2011	29,028.72	29,383.00	-354.28	98.8%
137. SG Land 2011	30,461.70	33,012.00	-2,550.30	92.3%
150. GAV	9,359.00	9,359.00	0.00	100.0%
160. Finance Chrgs Late Accnts	2,178.75			
161. Penalties Late Accounts	690.01			
100. Parcel Assessment Fees - Other	60.00			
Total 100. Parcel Assessment Fees	135,150.78	117,403.00	17,747.78	115.1%
200. Project Review Fees				
201. Application Fee	225.00			
202. IF - House	1,300.00			
203. IF - Structures 200/800sf	350.00			
204. IF - Structures Over 800sf	200.00			
205. IF - Well	75.00			
206. IF - Driveway	225.00			
207. IF - Septic	150.00			
209. IF - Mobile Home	150.00			
213. IF - Minor Variance	50.00			
214. IF - Major Variance	300.00			
218. Mileage Impact Fee	950.00			
200. Project Review Fees - Other	0.00	3,325.00	-3,325.00	0.0%
Total 200. Project Review Fees	3,975.00	3,325.00	650.00	119.5%
300. Roads				
301. CUT - Road Paving Loan	1,306.89	1,480.00	-173.11	88.3%
303. Snowplowing	30.00			
Total 300. Roads	1,336.89	1,480.00	-143.11	90.3%
400. Liens				
401. Landowner Filing Fee	325.00			
Total 400. Liens	325.00			

Glastonbury Landowner's Association

2011 Budget Variance Report

January through December 2011

	Jan - Dec 11	Budget	$ Over Budget	% of Budget
500. Interest Earned				
501. Savings Interest	76.03	60.00	16.03	126.7%
Total 500. Interest Earned	76.03	60.00	16.03	126.7%
700. Other Income				
701. Miscellaneous	350.00			
Total 700. Other Income	350.00			
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	17,284.55			
804. ChipSeal-5 payments/land	3,139.45			
805. ChipSeal GAV- 5 payments	3,103.00			
800. NG Chip Seal Income - Other	0.00	21,913.00	-21,913.00	0.0%
Total 800. NG Chip Seal Income	23,527.00	21,913.00	1,614.00	107.4%
Total Income	164,740.70	144,181.00	20,559.70	114.3%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	829.45			
A02B. South Glastonbury	1,314.35			
A02C. High South Glastonbury	9,661.50			
A02G. Dry Creek	901.25			
A02. Contractors - Snow Removal - Other	0.00	4,000.00	-4,000.00	0.0%
Total A02. Contractors - Snow Removal	12,706.55	4,000.00	8,706.55	317.7%
A03. Contractors - Weed Contrl	1,849.50	3,300.00	-1,450.50	56.0%
A05. Equipment Reg & Ins	2,360.00	2,500.00	-140.00	94.4%
A06. Equipment Mtce				
A06. Truck #1	578.08			
A06. Truck #2	785.97			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,364.05	1,500.00	-135.95	90.9%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	540.00	155.00	385.00	348.4%
A11. Miscellaneous				
A11A. Fuel	363.00	800.00	-437.00	45.4%
A11B. Sand	125.00	500.00	-375.00	25.0%
A11C. Sign Posts	4,335.79			
A11E. Quonset Hut Asset Expense	341.14	2,260.00	-1,918.86	15.1%
A11F. Purchase Sickle Mower	0.00	1,640.00	-1,640.00	0.0%
A11. Miscellaneous - Other	70.00			
Total A11. Miscellaneous	5,234.93	5,200.00	34.93	100.7%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	1,003.00			
A12C. Capricorn Drive	1,490.00			
A12F. Gemini Road	820.00			
A12I. Pisces Way	535.00			
A12J. Sirius Drive	1,662.00			
A12K. Taurus Road	1,129.00			
A12L. Venus Way	535.00			
A12W. Mowing North Glastonbury	400.00	300.00	100.00	133.3%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	12,105.00	-12,105.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#1	0.00			
Chip Seal Investor#2	4,619.50			
Chip Seal Investor#3	1,154.87			
A12Y. ChSeal Investors payments - Other	4,033.53	9,808.00	-5,774.47	41.1%
Total A12Y. ChSeal Investors payments	9,807.90	9,808.00	-0.10	100.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	17,381.90	36,213.00	-18,831.10	48.0%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through December 2011

	Jan - Dec 11	Budget	$ Over Budget	% of Budget
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	3,392.50			
A13D. Leo Drive	2,435.00			
A13E. Leo Lane	270.00			
A13G. Hercules Road	2,520.00			
A13W. Mowing South Glastonbury	325.00	300.00	25.00	108.3%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	8,942.50	14,300.00	-5,357.50	62.5%
A14. Roads/Common Land Ins	5,406.28	5,528.00	-121.72	97.8%
A15. Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
A16. Employee Expenses				
A16.A MontananState Fund	390.34			
Total A16. Employee Expenses	390.34			
Total A00. Roads & Weeds	86,401.33	104,921.00	-18,519.67	82.3%
B00. Project Review				
B01. Contractors	3,100.00	2,600.00	500.00	119.2%
B03 Sanitation Bond Refunds	1,150.00			
B04. Administration	0.00	725.00	-725.00	0.0%
B05. Legal Fees	2,881.75			
Total B00. Project Review	7,131.75	3,325.00	3,806.75	214.5%
C00-1 Legal Fees Contingency Fu				
COO-1 A General Legal /Services	1,214.50			
COO-1 B O'Connell Lawsuit	7,950.80			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	9,165.30	3,000.00	6,165.30	305.5%
C00. Community/Complaints				
C01. Contractors	352.50	1,800.00	-1,447.50	19.6%
C03. Administration	270.00			
C04. Legal Fees	2,128.25	870.00	1,258.25	244.6%
C05. Miscellaneous/copies	28.08	175.00	-146.92	16.0%
Total C00. Community/Complaints	2,778.83	2,845.00	-66.17	97.7%
COO-2 Gen Op/Subcontractors				
COO-2.01 Gen. Managerial Duties	380.00			
COO-2.02 Virtual Message/phone	149.50	200.00	-50.50	74.8%
COO-2.03 Office Equipment	480.38	975.00	-494.62	49.3%
COO-2.04 copies & postage	0.00	175.00	-175.00	0.0%
COO-2 Gen Op/Subcontractors - Other	1,375.00	1,800.00	-425.00	76.4%
Total COO-2 Gen Op/Subcontractors	2,384.88	3,150.00	-765.12	75.7%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	564.57	600.00	-35.43	94.1%
D03B. Parkl Liability Insurance	0.00	250.00	-250.00	0.0%
D03C. Mowing Weeds	0.00	100.00	-100.00	0.0%
D03D. Lawn Mower Maint.	200.00	240.00	-40.00	83.3%
DO3F. Cement Pad	0.00	1,000.00	-1,000.00	0.0%
DO3G. Gen. Maint. & Repairs	140.00	300.00	-160.00	46.7%
Total D03. Parkland/Recreation	904.57	2,490.00	-1,585.43	36.3%
Total D00. Recreation	904.57	2,490.00	-1,585.43	36.3%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	256.12	100.00	156.12	256.1%
Total F00. Website	256.12	455.00	-198.88	56.3%
G00. Liens				
G01. Lien Filing	116.94	350.00	-233.06	33.4%
G03. Administration	405.00	300.00	105.00	135.0%
G04. Credit Report Research	1.50	500.00	-498.50	0.3%
Total G00. Liens	523.44	1,150.00	-626.56	45.5%

Glastonbury Landowner's Association

2011 Budget Variance Report

January through December 2011

	Jan - Dec 11	Budget	$ Over Budget	% of Budget
J00. Other Projects				
J03.Policies & Procedures	110.00	2,440.00	-2,330.00	4.5%
Total J00. Other Projects	110.00	2,440.00	-2,330.00	4.5%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	2,777.50	5,980.00	-3,202.50	46.4%
K02. Contractors - Bookkeeper	3,746.25	3,300.00	446.25	113.5%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	783.63	950.00	-166.37	82.5%
K07. Postage and Delivery	825.14	1,200.00	-374.86	68.8%
K08. Monthly Board Meetings	2,385.69	2,855.00	-469.31	83.6%
K11. Rent				
K11B. Storage/Boxes	275.00			
K11. Rent - Other	461.00	540.00	-79.00	85.4%
Total K11. Rent	736.00	540.00	196.00	136.3%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	344.49	317.00	27.49	108.7%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K18. Miscellaneous	197.75			
K19. Quarterly Newsletter	510.00	950.00	-440.00	53.7%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	13,662.45	18,715.00	-5,052.55	73.0%
L00. Other Expenses				
L01. Miscellaneous	300.00			
Total L00. Other Expenses	300.00			
M00. Annual Meeting/Elections				
M01. Contractors	360.00			
M03. Administration	1,561.25	890.00	671.25	175.4%
M04. Postage and Delivery	432.42	400.00	32.42	108.1%
M05. Refreshments	172.26	200.00	-27.74	86.1%
M06. Rent	75.00	75.00	0.00	100.0%
M07. Miscellaneous	101.96			
M08. Copies	281.55	125.00	156.55	225.2%
Total M00. Annual Meeting/Elections	2,984.44	1,690.00	1,294.44	176.6%
Reconcillation Discrepancies	0.00			
Total Expense	126,603.11	144,181.00	-17,577.89	87.8%
Net Ordinary Income	38,137.59	0.00	38,137.59	100.0%
Net Income	**38,137.59**	**0.00**	**38,137.59**	**100.0%**

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Glastonbury Landowners Association, Inc.

Board of Directors - Regular Meeting Minutes *FINAL*

March 12, 2012 – 7:00 pm

Confidential – Do Not Copy

1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:02 p.m. at St. John's Church and the opening prayer was said by Janet.
   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Sean Halling, Kenneth Haug, Scott McBride, Paul Ranttalo, Rich Spallone (aka Rich)
   ABSENT: William Smith
   ALSO ATTENDING: Sandra Irby (Administrative Contractor); Monty Lynch (Landowner); Tim Brockett (Landowner)

2. **Set Agenda**

3. **Approve Meeting Minutes**
   August 8, September 12, October 17, November 7, 2011; February 13, 2012
   MOTION: Gerald motioned and Scott seconded to approve the February 13, 2012, meeting minutes as amended. Motion carried. (2 abstentions: Rich and Gerald were not present Feb. 13.) The other minutes were tabled.

4. **Officer and Committee Reports**
   4.1 Executive Committee Report
   4.1.1 Strategic Planning Meeting Report – RB
   The Board met informally twice since the February 13 regular meeting to brainstorm goals for 2012. GLA administrative needs and assessment policy were recognized as priorities.

   4.1.2 Status of Bank Instructions – JN
   February 13 action item report: Janet needed to wait for approval of the February 13 minutes before taking the motion that carried concerning check signing and the authorization limit for the GLA officers to the bank. She will now bring the document to the Bank of the Rockies, since the February 13 minutes were approved.

   4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the February 2012 reports.
   Discussion. Funds not used for snow plowing are now being moved into reserves if not used at the end of the year to pay back other accounts from 2011's budget overage.
   MOTION: Scott motioned and Sean seconded to approve the February 13 Treasurer's reports. **Motion carried unanimously.**

   4.2 Road and Weed Committee Report
   4.2.1 Update on Dry Creek Road Damage – WS
   Alyssa obtained the name of the contractor who caused the damage to the road and provided this information to William. Sheridan reported for William that he has a call in to Ed Hillman, Park County Road Supervisor; he does not know anything more about the Dry Creek Road damage.

File: MtgMinutes Regular 03 12 12
Draft: 03 14 12; 03 20 12; 04 28 12
Final approval: 04 23 12

4.3 Managerial Committee Report

4.3.1 HOA Management Options – AA/LB

The Committee is still conducting research and will report in detail on association management options prior to the April 9 meeting if possible. Discussion of financial and other aspects.

4.3.2 Sharepoint Meetings – AA

On March 7, the Managerial Committee met with Kenneth to explore Sharepoint, a web-based file management system, and discuss the GLA needs.

5. UNFINISHED BUSINESS

5.1 Executive Committee

5.1.1 Physical GLA Office/Storage Space – SS/RB

Sheridan reported that the rent on the office space next to Wildflour Bakery is $400/mo., which is too high for the GLA's budget. And, since St. John's Church in Emigrant is not interested in renting storage space to the GLA, no conclusion was reached.

5.1.2 Clarification of 2012 Officer Descriptions – RB

Discussion. The Board reviewed the officer descriptions given in the Bylaws.
MOTION: Sheridan moved and Laura seconded to approve that any additional duties for GLA elected officers beyond those stated in the Bylaws will be authorized by the Board for each year or from time to time. **Motion carried unanimously.**

5.1.3 Proposed Assessment/Collections Policy – SS

Sheridan read the entire policy draft aloud. Extensive discussion of various concerns and proposed changes.
MOTION: Sheridan motioned and Laura seconded to approve that, as per Covenant 11.06, the GLA will assess the 5% penalty and 1.5% monthly interest within one week of an account becoming over 30 days delinquent. Landowners will be informed of this policy ahead of time, and this policy will go into effect in January 2013. **Motion carried unanimously.**
MOTION: Sheridan motioned and Sean seconded to approve the following provision of the draft assessment policy: Follow a timeline that will move delinquent accounts through the lien process and onto the collection process if the landowner doesn't respond to the warning letters. 1) A 30-day Lien Warning letter is mailed within the first two weeks of February to accounts with outstanding balances from the previous year's assessments. After 20 days with no response, a 10-day Lien Warning Letter will be sent. 2) A lien will be filed within one week after an account has failed to respond to the 30-day Lien Warning letter. 3) A 30-day Collection Warning letter will be mailed within one week of a lien being filed. 4) The collection process begins one week after the 30-day period has passed with no response to the Collection Warning letter.
Discussion. **Motion carried unanimously.**

MOTION (to clarify the motion of 2-13-12): Sheridan motioned & Scott seconded to approve that: The Treasurer may negotiate a payment plan with a landowner who is not a lien account. The terms of an acceptable payment plan will be such that: a) the current year's assessment will be paid in full by Dec. 31st. b) The past due amount must be paid in full within two years of signing the payment plan. c) The payments are made in equal monthly amounts. If a payment is missed a lien will be filed without notice 21 days after the missed payment per the payment plan agreement, and the 30-day Collection Warning letter will follow as outlined in the Assessment Policy. If a landowner with a lien account wants to propose a payment plan, his/her request will be presented directly to the Board for deliberation. **Motion carried unanimously**.

ACTION ITEM: ***Sheridan*** – Bring situations where the GLA did not follow through with provisions of past signed payment plan agreements to the Board to determine the next steps on an individual basis.

ACTION ITEM: ***Sheridan, Alyssa, Charlene, Sandra*** – Create a revised Payment Plan Form for review by the Board.

ACTION ITEM: ***Sheridan, Alyssa*** – The GLA Assessment/Collections Policy draft will be edited as amended above for specific provisions, given a final review in committee and proposed in its entirety at the April 9 Board meeting.

ACTION ITEM: ***Alyssa, Sheridan*** – Draft content for the April newsletter outlining the Assessment Policy which goes into effect in January 2013 and will assesses fees as per Covenant 11.06 rather than waiting until each following calendar year as has been done since 1998. Send this notice in every statement mailing in 2012, (April, July and Oct.) and discuss at the annual meeting in November.

5.1.4 GLA Goals for 2012 – RB

Richard would like to have the Board develop its mission & vision at some point. He asked directors to work outside of the monthly meetings on prioritizing goals. The Managerial Committee and Treasurer have already commenced work on some of their priorities.

ACTION ITEM: ***All Directors*** – Work individually or together to share ideas on prioritizing GLA goals for 2012 and report at the next monthly meeting.

5.1.5 GLA Truck Insurance Change – SS

The Board confirmed the e-mail vote on changing truck insurance to pay approximately half what insurance has cost in the past.

MOTION: Sheridan motioned and Sean seconded to approve that the GLA move their truck insurance from Progressive to Liberty Northwest. **Motion carried unanimously.**

6. NEW BUSINESS

6.1 Web Committee

6.1.1 Sharepoint for GLA Document Management and Website – AA/KH

Kenneth gave a Sharepoint demonstration to the Board. Discussion of capabilities and GLA needs. Sharepoint provides a secure and convenient way for Directors to access necessary documents at all times, without requiring administrative

personnel to search for information and retrieve documents, thereby saving time and money. This is an opportune time since Kenneth will be creating the initial structure and site at no cost to the GLA during his term as a Director.
MOTION: Kenneth motioned and Alyssa seconded to approve subscribing to Apps4Rent.com's Sharepoint Silver Plan @ $8.95/month with 500 MB storage space, and, if necessary, upgrading to the Gold Plan @ $24.95/month with 3 GB storage; and transferring domain ownership of GLAOffice.org to GLA. **Motion carried unanimously.**

6.2 Managerial Committee

6.2.1 Director Meeting Attendance & Handouts – AA

Alyssa asked the Board members to let the Minutes-Taker know ahead of time if they will not be at the meeting so that extra copies of meeting materials are not made unnecessarily and wasted.

6.3 Board Responsibilities – Tim Brockett, Landowner

Tim presented his ideas concerning Board responsibilities, volunteer committees, and landowner involvement.

7. Comment Period for Visiting Landowners

Monty Lynch introduced himself as a relatively new Glastonbury landowner and asked a few questions about the community.

8. Adjournment – 10:07 pm

9. Next Regular Board Meeting: April 9, 2012, at St. John's Church

File: MtgMinutes Regular 03 12 12
Draft: 03 14 12; 03 20 12; 04 28 12
Final approval: 04 23 12

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

March 12, 2012 – 7:00 pm

1. **Call to order**

2. **Set Agenda**

3. **Approve Meeting Minutes**
   August 8, September 12, October 17, November 7, 2011; February 13, 2012

4. **Officer and Committee Reports**
   - 4.1 Executive Committee Report
     - 4.1.1 Strategic Planning Meeting Report – RB (2 min)
     - 4.1.2 Status of Bank Instructions – JN (1 min)
     - 4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 4.2 Road and Weed Committee Report
     - 4.2.1 Update on Dry Creek Road Damage – WS (1 min)
   - 4.3 Managerial Committee Report
     - 4.3.1 HOA Management Options – AA/LB (5 min)
     - 4.3.2 Sharepoint Meetings – AA (1 min)

5. **UNFINISHED BUSINESS**
   - 5.1 Executive Committee
     - 5.1.1 Physical GLA Office/Storage Space – SS/RB (3 min)
     - 5.1.2 Clarification of 2012 Officer Descriptions – RB (2 min)
     - 5.1.3 Proposed Assessment/Collections Policy – SS (10 Min)
     - 5.1.4 GLA Goals for 2012 – RB (5 min)

6. **NEW BUSINESS**
   - 6.1 Web Committee
     - 6.1.1 Sharepoint for GLA Document Management and Website – AA/KH (15 min)
   - 6.2 Managerial Committee
     - 6.2.1 Director Meeting Attendance & Handouts – AA (2 min)
   - 6.3 Board Responsibilities – Tim Brockett, Landowner (10 min)

7. **Comment Period for Visiting Landowners**

8. **Adjournment**

9. **Next Regular Board Meeting: April 9, 2012, at St. John's Church**

2012-03 -12_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Regular Meeting Agenda

March 12, 2012 – 7:00 pm

1. **Call to order**

2. **Set Agenda**

3. **Approve Meeting Minutes**
   August 8, September 12, October 17, November 7, 2011; February 13, 2012

4. **Officer and Committee Reports**
   - 4.1 Executive Committee Report
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     - 4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
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     - 4.2.1 Update on Dry Creek Road Damage – WS (1 min)
   - 4.3 Managerial Committee Report
     - 4.3.1 HOA Management Options – AA/LB (5 min)
     - 4.3.2 Sharepoint Meetings – AA (1 min)

5. **UNFINISHED BUSINESS**
   - 5.1 Executive Committee
     - 5.1.1 Physical GLA Office/Storage Space – SS/RB (3 min)
     - 5.1.2 Clarification of 2012 Officer Descriptions – RB (2 min)
     - 5.1.3 Proposed Assessment/Collections Policy – SS (10 Min)
     - 5.1.4 GLA Goals for 2012 – RB (5 min)

6. **NEW BUSINESS**
   - 6.1 Web Committee
     - 6.1.1 Sharepoint for GLA Document Management and Website – AA/KH (15 min)
   - 6.2 Managerial Committee
     - 6.2.1 Director Meeting Attendance & Handouts – AA (2 min)
   - 6.3 Board Responsibilities – Tim Brockett, Landowner (10 min)

7. **Comment Period for Visiting Landowners**

8. **Adjournment**

9. **Next Regular Board Meeting: April 9, 2012, at St. John's Church**

Glastonbury Landowner's Association

2012 Budget Variance Report

January through February 2012

	Jan - Feb 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
104. Dwelling 2002	50.00			
108. Dwelling 2006	35.00			
111. SG Dwelling 2009	35.00			
112. NG Dwelling 2010	65.10			
112. SG Dwelling 2010	7.97			
113. NG Dwelling 2011	664.04			
113. SG Dwelling 2011	673.91			
114. NG Dwelling 2012	10,458.21	26,454.00	-15,995.79	39.5%
114. SG Dwelling 2012	9,511.87	19,195.00	-9,683.13	49.6%
128. Land 2002	50.00			
132. Land 2006	35.00			
135. SG Land 2009	35.00			
136. NG Land 2010	65.12			
136. SG Land 2010	7.97			
137. NG Land 2011	664.04			
137. SG Land 2011	491.90			
138. NG Land 2012	14,994.54	29,383.00	-14,388.46	51.0%
138. SG Land 2012	17,429.40	33,012.00	-15,582.60	52.8%
150. GAV	2,339.75	9,359.00	-7,019.25	25.0%
160. Finance Chrgs Late Accnts	67.84			
161. Penalties Late Accounts	70.64			
100. Parcel Assessment Fees - Other	60.00			
Total 100. Parcel Assessment Fees	57,812.30	117,403.00	-59,590.70	49.2%
200. Project Review Fees				
201. Application Fee	0.00	250.00	-250.00	0.0%
202. IF - House	0.00	3,075.00	-3,075.00	0.0%
Total 200. Project Review Fees	0.00	3,325.00	-3,325.00	0.0%
300. Roads				
301. CUT - Road Paving Loan	298.60	1,300.00	-1,001.40	23.0%
Total 300. Roads	298.60	1,300.00	-1,001.40	23.0%
500. Interest Earned				
501. Savings Interest	24.96			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	24.96	78.00	-53.04	32.0%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	5,239.15	16,051.00	-10,811.85	32.6%
804. ChipSeal-5 payments/land	1,686.25	2,759.00	-1,072.75	61.1%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	10,028.40	21,913.00	-11,884.60	45.8%
Total Income	68,164.26	144,019.00	-75,854.74	47.3%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	160.38			
A02B. South Glastonbury	119.92			
A02C. High South Glastonbury	760.00			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	1,040.30	8,490.00	-7,449.70	12.3%
A03. Contractors - Weed Contrl	0.00	2,000.00	-2,000.00	0.0%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,057.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,057.27	1,500.00	-442.73	70.5%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through February 2012

	Jan - Feb 12	Budget	$ Over Budget	% of Budget
A11. Miscellaneous				
A11A. Fuel	177.18	600.00	-422.82	29.5%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	327.18	1,350.00	-1,022.82	24.2%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	0.00	4,619.50	-4,619.50	0.0%
Chip Seal Investor#3	0.00	1,154.87	-1,154.87	0.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	0.00	12,720.12	-12,720.12	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,219.12	-36,219.12	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,375.00	-14,375.00	0.0%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.B I.R.S.	29.26			
Total A16. Employee Expenses	29.26			
Total A00. Roads & Weeds	11,323.33	103,674.12	-92,350.79	10.9%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 B O'Connell Lawsuit	1,171.50			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	1,171.50	3,000.00	-1,828.50	39.1%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	1,107.50	4,837.00	-3,729.50	22.9%
C00-2.02 Virtual Message/phone	29.90	180.00	-150.10	16.6%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	1,137.40	5,192.00	-4,054.60	21.9%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	50.20	500.00	-449.80	10.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	50.20	2,490.00	-2,439.80	2.0%
Total D00. Recreation	50.20	2,490.00	-2,439.80	2.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through February 2012

	Jan - Feb 12	Budget	$ Over Budget	% of Budget
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	455.00	-455.00	0.0%
G00. Liens				
G01. Lien Filing	33.75	350.00	-316.25	9.6%
G03. Administration	120.00	300.00	-180.00	40.0%
G04. Credit Report Research	0.00	500.00	-500.00	0.0%
Total G00. Liens	153.75	1,150.00	-996.25	13.4%
J00. Other Projects				
J03.Policies & Procedures	670.00	2,440.00	-1,770.00	27.5%
Total J00. Other Projects	670.00	2,440.00	-1,770.00	27.5%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	150.00	5,980.00	-5,830.00	2.5%
K02. Contractors - Bookkeeper	825.00	3,600.00	-2,775.00	22.9%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	239.86	950.00	-710.14	25.2%
K07. Postage and Delivery	164.64	1,200.00	-1,035.36	13.7%
K08. Monthly Board Meetings	910.00	2,855.00	-1,945.00	31.9%
K11. Rent				
K11B. Storage/Boxes	50.00	300.00	-250.00	16.7%
K11. Rent - Other	360.00	240.00	120.00	150.0%
Total K11. Rent	410.00	540.00	-130.00	75.9%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	165.00	950.00	-785.00	17.4%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	3,207.00	19,015.00	-15,808.00	16.9%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	7.20			
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	14.48	1,690.00	-1,675.52	0.9%
Total Expense	17,727.66	145,276.12	-127,548.46	12.2%
Net Ordinary Income	50,436.60	-1,257.12	51,693.72	-4,012.1%
Net Income	**50,436.60**	**-1,257.12**	**51,693.72**	**-4,012.1%**

GLA Administrative Services
Goal to establish GLA Office and issues to consider
February 23, 2012

Timely Goal: Establish GLA Office

The idea of a GLA office is not just a place for physical things. It is a concept of how services are offered to landowners and the board. This is a timely, and important issue because the board members who have been dealing with this have had an overwhelming burden; they need the support of the entire board. See the attached summary to become familiar with the type of activities required for basic GLA administration; it is not complete, but you'll get a sense of it.

Challenge to the GLA Board:

- Get clear on the services GLA administration requires
- Assess available funding from all areas of the budget
- Research and review options
- Make a decision by the April regular meeting

Decide what GLA needs: Explore the concept of an ideal GLA office and be prepared to discuss Monday, February 27.

Some questions to consider:

1. What do Landowners want from the GLA?
2. What services are necessary for GLA administration?
3. What level of authority is GLA comfortable giving to whoever provides those services?

   (Issue: is the person authorized to be proactively self-directed or is the work performed according to approved GLA processes with written material provided or directed by the Board? Or something in between? How much will the chosen option cost? Example: composes a letter & gets approval to send; receives draft from director and does only light editing; receives letter from director, substantially rewrites according to GLA standards, and gets approval to send; or just sends the letter received from a director.)
4. What money is already being spent for admin services from contractors and Board members?
5. How can the required admin services be streamlined, and thus less expensive?
6. Can any activities be dropped?

GLA Administration Summary

February 23, 2012

(includes general project review, bookkeeping, and admin activities)

General Admin Functions

- Communication center: receive phone calls, e-mail, faxes and physical mail; copy and forward appropriately
- Maintain current Board member contact list, committee lists, meeting schedule
- Coordinating or acting upon legal matters under the direction of the board
- Process and mail correspondence using template letters or compose new ones
- Provide copies of forms, meeting schedule and other items for Landowners
- Coordinate and process all GLA mailings, both mass and individual, including newsletter
- Documentation of policies and procedures
- Maintain the necessary hard copy and electronic files
- Website: post Landowner & Board meeting schedule and other content as requested by Board & update as needed

Board Meetings (monthly & special)

- Coordinate the meeting agenda, notification, preparation and e-mailing of materials for review prior to meeting
- Set up and break down meeting room, provide handouts, attend meeting and take minutes
- Finalize minutes and keep accessible records of motions passed and new policies
- Track Board action items from meetings

Annual Meeting & Election

- Produce & mail notice and election materials
- Plan, organize and prepare for meeting site; oversee volunteer crew
- Provide Landowner attendees with handouts (annual financial reports, budgets, etc.)

Enforcement of Covenants

- Provide support to the Project Review Committee: track project reviews & status, and prepare materials for Board review; other duties as requested by the Board
- Process complaints: research, coordinate correspondence & track communications between Landowners and Board

Accounting Functions

- Bill & collect association assessments
- Send late notices for past due assessments
- File liens for non-payment of assessments
- Process & pay approved bills
- Maintain current database of property owners
- Provide escrow agent with account balances and charges relating to new ownership
- Maintain & reconcile GLA bank accounts
- Provide Board with monthly accounting statements including: budget comparison report, balance sheet, delinquent assessment report, activity statement, copies of paid bills

GLA Budget	2012	2011		Description
	budget	budget	spent	
A09. Road and Weed Administration	155	155	540	Correspondence, Xeroxing, Mailing, etc. labor (special assessment 2011)
B01. Project Review Contractors	250	2,600	3,100	labor
B04. Project Review Administration	725	725	0	Correspondence, Postage and labor
C01. Community/Complaints - Contractors	1,800	1,800	353	Conflicts, Complaints & Disputes
C03. Community/Complaints - Administration	0	0	270	Writing, doing correspondence, etc. This could be merged w/C01.
C00-2 Subcontractors/Gen.Operations	4,217	1,800	1,375	Coordination, Oversight, Follow up, Research, Letter drafts, Contracts for Maint. & Repairs
C00-2.01 Gen.Managerial Duties	0	0	380	
F01. Web Contractors - Dev & Mtce	355	355	0	
G03. Lien Administration	300	300	405	Correspondence, Postage, Contractors
G04. Lien Credit Report/Research/Collection	500	500	2	Research & Collections
J03. Policy and Procedures project	2,440	2,440	110	labor
K01. Gen. Op. Exp: Contractors - Admin Sec	5,980	5,980	2,778	Correspondence, Mail Processing, Project Review Applications, Landowner/Board Requests, Mass Mailings
K02. Contractors - Bookkeeper	3,600	3,300	3,746	Financial accounting, landowner database
K08. Monthly Board Meetings	2,855	2,855	2,386	Meeting Minutes, Handouts, Refreshments
K19. Newsletters	950	950	510	labor, copies; postage & envelopes when nothing else is sent
K20. Motions Database	1,000	1,000	0	Board Motions & Meeting Agendas Database labor
M01. Annual Mtg/Election Contractors	0	0	360	
M03. Annual Mtg/Election Administration	890	890	1,561	Nomination & Election Packets, Meeting set-up & Coordination, Meeting Handouts
Total	$26,017	$25,650	$17,875	

GLA currently has 396 properties. One HOA management benchmark was $5 to $7 per property per month, although services can also be customized and bid. For 396 properties, that comes to between $23,670 and $33,264 annually, and will vary by services included in the bid.

HOA Benchmark for GLA: Elk Grove Community (http://www.elkgrovecommunity.org/)

West of Bozeman, MT – 300 properties, close to built out. Three elected board members; low participation, challenged by their own bylaws. HOA challenges are similar across the board. Their bylaws & covenants are available online to all site visitors. (2 more benchmarks can be forthcoming if Board desires.)

Luna Properties (http://www.lunaproperties.biz/hoa.htm) text from their website:

Are you a homeowner on the board of your HOA and find that you are spending way too much time dealing with the issues of your neighborhood? Let us run your HOA for you, so you don't have to. Take a look at our services listed below to get a better idea of what we can do for you and your HOA. References are available upon request.

Accounting Functions

- Bill & collect association assessments
- Send late notices for assessments that are past due
- File liens for non-payment of assessments and fines
- Process & pay bills
- Help draft yearly budget
- Maintain current database of property owners
- Provide escrow agent with account balances and charges relating to new ownership
- Maintain & reconcile bank accounts for the association
- Provide each board member with monthly accounting statements that would include the following:
    - Budget comparison report
    - Balance sheet
    - Delinquent assessment report
    - Activity statement
    - Copies of paid bills

Board Meetings

- Take meeting minutes; sort out motions, new policies & document
- Attend board meetings, provide data, copies of correspondence, etc.
- Answer questions pertaining to financial statements
- Advise and assist board to establish consistent Policies & Procedures
- Assist board with creating payment, collection & CC&R Enforcement Policy

Enforcement of Covenants, Conditions & Restrictions

- Track project reviews & status, do property inspections
- Perform regular inspections of the common areas & individual lots
- Send violation notices to property owners
- Provide board with copy of inspection report and violation notices
- Assist board in securing compliance of the violation
- Set up hearing with homeowner
- Refer Legal Counsel

Homeowner Meetings

- Print & mail residents notice of Homeowners meetings
- Attend Homeowners meetings
- Provide homeowners with annual financial reports and budgets
- Handles annual meeting/elections process

Miscellaneous

- Assist with maintenance, repairs & replacement of capital assets
- Mail Newsletters
- Welcome Packages for new homeowners

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

April 23, 2012 – 7:00 pm

CONFIDENTIAL – DO NOT COPY

1. **Call to order**

The meeting was called to order by Richard Bolen at 7:03 p.m. at St. John's Church. This meeting inadvertently did not have an opening prayer.

PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Kenneth Haug, Scott McBride, Paul Ranttalo; William Smith arrived at 7:26 pm; Gerald Dubiel arrived at 7:37 pm

ABSENT: Rich Spallone (aka Rich), Sean Halling

ALSO ATTENDING: Sandra Irby (Administrative Contractor); Charlene Murphy, Val and Daniel O'Connell, Lucile and Ralph Yaney, Miriam Barker, Ian Scott (Landowners); Chris Kelley (Guest)

2. **Set Agenda**

3. **Approve Meeting Minutes**

August 8, September 12, October 17, November 7, 2011; March 12, 2012

Discussion of minor edits to the March 12, 2012, minutes.

MOTION: Sheridan motioned and Scott seconded to approve March 12, 2012, minutes as amended. **Motion carried**. Abstention: William was not present.

MOTION: Sheridan motioned and Alyssa seconded to approve the August 8, 2011, minutes. **Motion carried**. Abstentions: Scott, Laura and Ken were not present.

Discussion of minor edits to the September 12, 2011, minutes.

MOTION: Sheridan motioned and Paul seconded to approve the September 12, 2011, minutes as amended. **Motion carried.** Abstentions: Scott, William and Ken were not present.

Discussion of minor edits to the October 17, 2011, minutes.

MOTION: Alyssa motioned and Sheridan seconded to approve the October 17, 2011, minutes as amended. **Motion carried.** Abstentions: Scott, Ken and William were not present.

Discussion of minor edits to the November 7, 2011, minutes.

MOTION: William motioned and Alyssa seconded to approve the November 7, 2011, minutes as amended. **Motion carried**. Abstentions: Scott, Ken, Paul, Gerald were not present.

4. **Officer and Committee Reports**

4.1 Executive Committee Report

4.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS

Sheridan presented the March 2012 reports. Sheridan noted that Chris Williams and James Emmart are new GLA employees who do snow plowing and that the GLA is on track with the budget so far this year.

MOTION: Alyssa motioned and Janet seconded to approve the budget variance, check and deposit reports. **Motion carried unanimously**.

4.1.2 Payment Plan form – SS

Sheridan said the payment plan form has been completed, as well as the new collection letter. No April newsletter went out with the quarterly statement due to lack of time and resources, but it is in draft form.

4.1.3 Collection Letter draft – RB

Richard reported that the collection letter had been worked on, and was close to completion.

ACTION ITEM: ***Sheridan*** – Reconvene the Collection Committee to complete its work.

File: MtgMins 04 23 12
Draft: 05 01 12; 05 08 12; 05 09 12
Final approval: 05 14 12

4.2 Road and Weed Committee Report – WS

William reported that the Road and Weed Committee met on Friday, April 20. Rich, Sheridan, William and Paul attended. Discussion included taking down the snow fence along Dry Creek Road; selling the GLA's snow plow truck and put the funds toward the purchase of a single-axle DOT state-owned (Wyoming) snow plow truck; using magnesium chloride on Glastonbury roads, and the need to upgrade Jupiter Way to GLA road standards.

ACTION ITEM: ***William*** – Contact Walter Wunsch about taking down the snow fence.

4.3 Managerial Committee Report

4.3.1 Meeting with HOA Management Companies – AA/LB

Alyssa reported that on April 2 Sheridan, Laura, Alyssa, Richard, Janet, Gerald, Scott, Ken and Sandra met with two HOA management company representatives to explore options and services available.

4.3.2 Meeting with Kenneth re: Sharepoint design – AA/KH

On March 21, Alyssa, Laura, Scott and Sandra met to work on the GLA Sharepoint site plan; Ken participated in a portion by phone. A few days later Laura met with Ken to convey the page design and navigation concept, which Ken will use to begin the design of the GLA's Sharepoint site.

5. UNFINISHED BUSINESS

5.1 Executive Committee

5.1.1 GLA Goals for 2012 – RB

Nothing to report at this time.

5.2 Managerial Committee

5.2.1 HOA Management – AA/LB

Discussion. Charlene Murphy reported on the current status of the 2012 GLA budget and the feasibility of doing a six-month trial period of HOA management, beginning June 1, with Minnick Management. She projected the 2013 GLA budget and said that it appears doable, since the projected cost is comparable to past GLA administrative cost. Alyssa reported on Minnick Management's references, who are directors on association boards, including Baxter Springs Condominiums OA and West Winds HOA, which has over 400 units, both in Bozeman. The general comments indicated that they are excellent to work with and are highly recommended. Minnick manages over 40 associations and has decades of experience. An HOA management research and evaluation summary was presented which listed all avenues explored, including the option of hiring an administrative employee. It became obvious that Minnick Management had more to offer the GLA than the closest competitor, Luna Properties. Alyssa noted that there is a 60-day opt-out provision in the contract.

MOTION: Alyssa motioned and Gerald seconded that the GLA enter into a preliminary contract with Minnick Management for a six-month trial, with transition details to be worked out with the President and Managerial Committee; such contract will be within the general framework of what has already been proposed by Minnick Management. **Motion carried unanimously.**

File: MtgMins 04 23 12
Draft: 05 01 12; 05 08 12; 05 09 12
Final approval: 05 14 12

5.3 Project Review

5.3.1 Parcels 90 & 91 (SG)/Erickson Preliminary Approval fulfillment of conditions – AA

Discussion, much of it regarding potential commercial use of the property. Richard thought Susan Swimley should be more specific in the wording used in the restrictions that the Ericksons would be placing on their property.

ACTION ITEM: ***Alyssa*** – Contact Susan Swimley to work out more specific wording.

6. NEW BUSINESS

6.1 Project Review Committee – AA/RS

6.1.1 Lot 35-C (NG) - Alice Marie and Jim Phipps - Garage – AA

Alyssa presented the project and Gerald confirmed that the necessary setbacks would be met. Discussion.

MOTION: Alyssa motioned and Ken seconded that the Phipps proposed garage be approved with the conditions that disturbed land be re-seeded and that the electrical permit be obtained if applicable. **Motion carried.** Abstention: Paul, who is involved with the project.

6.1.2 Parcel 71 (SG) - Walter and Regina Wunsch - Addition – AA

Alyssa and William presented the project. Discussion.

MOTION: Alyssa motioned and Scott seconded that the proposed SPECTEC addition be approved with the conditions that disturbed land be reseeded and the necessary electrical permits be obtained. **Motion carried.** Abstention: William, who is involved with the project.

6.1.3 Parcel 61 (SG) - Scott and Valerie McBride - Greenhouse – AA

Scott presented the project, and Gerald confirmed that the necessary setbacks would be met. Discussion.

MOTION: Alyssa motioned and Sheridan seconded that the McBride proposed greenhouse be approved with the condition that disturbed land be re-seeded. **Motion carried.** Abstentions: Paul, who is involved in the project; Scott, owner of the property.

Discussion. It was noted that the fee for small projects may be too high.

ACTION ITEM: ***Project Review Committee*** – Rework fee schedule for small projects and present to the Board.

6.1.4 Lot 38-B (NG) - Ralph and Lucile Yaney - Factory-built home – AA

Lucile Yaney and Alyssa presented the Yaney's proposed project that would require a variance from the height limitation of 30 feet as described in the Master Plan. The Yaneys explained that the roof design required one section of the home to have a height of 32 feet, 8 inches. Alyssa noted that the Board needs neighborhood input concerning the variance. Richard said that, since aesthetics is the issue, the Yaney's illustration needs to be accurate for the neighbors to see. William suggested the Yaneys provide drawings that show how the building will appear from different vantage points based on the topography of the surrounding area.

MOTION: Laura motioned and Scott seconded to proceed with the variance process. **Motion carried.** Abstention: Gerald, who is involved with the project.

ACTION ITEM: ***Alyssa*** – Begin the variance process by working with the Yaneys to compile the necessary materials for neighborhood review.

6.2 Community Committee

6.2.1 Chris Kelley/Ian Scott Proposal to Keep Horses on GLA Land – Chris Kelley, GAV Resident

Chris presented the proposal that he and Ian Scott be allowed to keep two horses on 14 acres of GLA land at the bottom of Sirius Drive next to Story Road and bordering the Murphy Ranch. They offered to pay for the fencing and asked to apply the fencing cost to a proposed GLA rental fee. The Board discussed the GLA covenant concerning use of common land and insurance liability issues. Richard read from the GLA Covenant 3.04 that the common land is a "non-exclusive easement" for all landowners, but it was pointed out that the land in question was not originally designated as Glastonbury common land. Chris will call Alyssa if he wants to pursue the project further.

6.3 Road Committee – WS *(added to agenda)*

6.3.1 Crack Sealing Proposal

William presented a proposal to seal cracks in the North Glastonbury paved road. Janet brought up that the Board had agreed in the past to get at least 2 or 3 bids before making decisions. Discussion.

6.3.2 Magnesium Chloride Proposal

William explained the benefits and method of improving the roads with magnesium chloride and presented a cost estimate and proposal to begin using it on Glastonbury roads. The comparison cost was from two years ago. Discussion.
ACTION ITEM: ***William*** – Get additional current bids for both proposals before requesting a Board vote.

7. Comment Period for Visiting Landowners

Daniel and Val O'Connell commented on various agenda items.

8. Adjournment – 11:24 pm

9. Next Regular Board Meeting: May 14, 2012, at St. John's Church

File: MtgMins 04 23 12
Draft: 05 01 12; 05 08 12; 05 09 12
Final approval: 05 14 12

2012-04-23_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Regular Meeting Agenda

April 23, 2012 – 7:00 pm

1. **Call to order**

2. **Set Agenda**

3. **Approve Meeting Minutes**
   August 8, September 12, October 17, November 7, 2011; March 12, 2012

4. **Officer and Committee Reports**
   4.1 Executive Committee Report
      4.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
      4.1.2 Payment Plan form – SS (1 min)
      4.1.3 Collection Letter draft – RB (1 min)

   4.2 Road and Weed Committee Report

   4.3 Managerial Committee Report
      4.3.1 Meeting with HOA Management Companies – AA/LB (1 min)
      4.3.2 Meeting with Kenneth re: Sharepoint design – AA/KH (1 min)

5. **UNFINISHED BUSINESS**
   5.1 Executive Committee
      5.1.1 GLA Goals for 2012 – RB (3 min)

   5.2 Managerial Committee
      5.2.1 HOA Management – AA/LB (15 min)

   5.3 Project Review
      5.3.1 Parcels 90 & 91 (SG)/Erickson Preliminary Approval fulfillment of conditions – AA (5 min)

6. **NEW BUSINESS**
   6.1 Project Review Committee – AA/RS
      6.1.1 Lot 35-C (NG) - Alice Marie and Jim Phipps - Garage – AA (2 min)
      6.1.2 Parcel 71 (SG) - Walter and Regina Wunsch - Addition – AA (2 min)
      6.1.3 Parcel 61 (SG) - Scott and Valerie McBride - Greenhouse – AA (2 min)
      6.1.4 Lot 38-B (NG) - Ralph and Lucile Yaney - Factory-built home – AA (5 min)

   6.2 Community Committee
      6.2.1 Chris Kelley/Ian Scott Proposal to Keep Horses on GLA Land – Chris Kelley, GAV Resident - (7 min)

7. **Comment Period for Visiting Landowners**

8. **Adjournment**

9. **Next Regular Board Meeting: May 14, 2012, at St. John's Church**

Glastonbury Landowner's Association

2012 Budget Variance Report

January through March 2012

	Jan - Mar 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	20.00			
104. Dwelling 2002	60.00			
105. Dwelling 2003	40.00			
108. Dwelling 2006	109.90			
109. Dwelling 2007	145.00			
110. SG Dwelling 2008	159.00			
111. SG Dwelling 2009	218.10			
112. NG Dwelling 2010	98.50			
112. SG Dwelling 2010	101.57			
113. NG Dwelling 2011	1,163.38			
113. SG Dwelling 2011	1,669.58			
114. NG Dwelling 2012	12,637.04	26,454.00	-13,816.96	47.8%
114. SG Dwelling 2012	10,939.03	19,195.00	-8,255.97	57.0%
125. Land Prior to 2000	20.00			
128. Land 2002	60.00			
129. Land 2003	40.00			
132. Land 2006	109.89			
133. Land 2007	145.00			
134. SG Land 2008	159.00			
135. SG Land 2009	218.09			
136. NG Land 2010	98.51			
136. SG Land 2010	101.58			
137. NG Land 2011	1,163.40			
137. SG Land 2011	1,583.07			
138. NG Land 2012	17,173.42	29,383.00	-12,209.58	58.4%
138. SG Land 2012	19,052.01	33,012.00	-13,959.99	57.7%
150. GAV	2,339.75	9,359.00	-7,019.25	25.0%
160. Finance Chrgs Late Accnts	182.31			
161. Penalties Late Accounts	180.12			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	70,067.25	117,403.00	-47,335.75	59.7%
200. Project Review Fees				
201. Application Fee	25.00	250.00	-225.00	10.0%
202. IF - House	0.00	3,075.00	-3,075.00	0.0%
209. IF - Mobile Home	200.00			
Total 200. Project Review Fees	225.00	3,325.00	-3,100.00	6.8%
300. Roads				
301. CUT - Road Paving Loan	298.60	1,300.00	-1,001.40	23.0%
Total 300. Roads	298.60	1,300.00	-1,001.40	23.0%
500. Interest Earned				
501. Savings Interest	40.14			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	40.14	78.00	-37.86	51.5%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	7,366.57	16,051.00	-8,684.43	45.9%
804. ChipSeal-5 payments/land	1,686.25	2,759.00	-1,072.75	61.1%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	12,155.82	21,913.00	-9,757.18	55.5%
Total Income	82,786.81	144,019.00	-61,232.19	57.5%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	276.51			
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	1,478.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	2,026.14	8,490.00	-6,463.86	23.9%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through March 2012

	Jan - Mar 12	Budget	$ Over Budget	% of Budget
A03. Contractors - Weed Contrl	0.00	2,000.00	-2,000.00	0.0%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	177.18	600.00	-422.82	29.5%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	327.18	1,350.00	-1,022.82	24.2%
A12. Contractors - NG Road Wrk				
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	0.00	4,619.50	-4,619.50	0.0%
Chip Seal Investor#3	0.00	1,154.87	-1,154.87	0.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	0.00	12,720.12	-12,720.12	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	0.00	36,219.12	-36,219.12	0.0%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,375.00	-14,375.00	0.0%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.B I.R.S.	29.26			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	31.26			
Total A00. Roads & Weeds	12,391.17	103,674.12	-91,282.95	12.0%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	16.50			
C00-1 B O'Connell Lawsuit	6,451.40			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	6,467.90	3,000.00	3,467.90	215.6%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	1,657.50	4,837.00	-3,179.50	34.3%
C00-2.02 Virtual Message/phone	44.85	180.00	-135.15	24.9%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	1,702.35	5,192.00	-3,489.65	32.8%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through March 2012

	Jan - Mar 12	Budget	$ Over Budget	% of Budget
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	75.30	500.00	-424.70	15.1%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	75.30	2,490.00	-2,414.70	3.0%
Total D00. Recreation	75.30	2,490.00	-2,414.70	3.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	455.00	-455.00	0.0%
G00. Liens				
G01. Lien Filing	33.75	350.00	-316.25	9.6%
G03. Administration	120.00	300.00	-180.00	40.0%
G04. Credit Report Research	15.00	500.00	-485.00	3.0%
Total G00. Liens	168.75	1,150.00	-981.25	14.7%
J00. Other Projects				
J03.Policies & Procedures	1,707.50	2,440.00	-732.50	70.0%
Total J00. Other Projects	1,707.50	2,440.00	-732.50	70.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	150.00	5,980.00	-5,830.00	2.5%
K02. Contractors - Bookkeeper	1,185.00	3,600.00	-2,415.00	32.9%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	251.66	950.00	-698.34	26.5%
K07. Postage and Delivery	164.64	1,200.00	-1,035.36	13.7%
K08. Monthly Board Meetings	1,530.00	2,855.00	-1,325.00	53.6%
K11. Rent				
K11B. Storage/Boxes	50.00	300.00	-250.00	16.7%
K11. Rent - Other	360.00	240.00	120.00	150.0%
Total K11. Rent	410.00	540.00	-130.00	75.9%
K12. Insurance				
K12A. GLA Board Liability Ins	0.00	1,342.00	-1,342.00	0.0%
Total K12. Insurance	0.00	1,342.00	-1,342.00	0.0%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	0.00	70.00	-70.00	0.0%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	165.00	950.00	-785.00	17.4%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	4,198.80	19,015.00	-14,816.20	22.1%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	7.20			
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	14.48	1,690.00	-1,675.52	0.9%
Total Expense	26,726.25	145,276.12	-118,549.87	18.4%
Net Ordinary Income	56,060.56	-1,257.12	57,317.68	-4,459.4%
Net Income	**56,060.56**	**-1,257.12**	**57,317.68**	**-4,459.4%**

MEMO

To: The GLA Board
From: Charlene Murphy
Date: April 23, 2012

Re: Minnick Management Company
Projected 6-Month Expense for Minnick Management Company
$1871.50/mo x 6 (May-Nov) = $11,229

The figures below are based on the March 2012 Budget Variance Report. At this point, the GLA is $3,467.90 over budget for legal fees, and we will no doubt spend more. The Board will need to determine how this will be paid from GLA's budget. We could potentially pay Minnick Management Company from the following money in our budget:

C00-2 Gen Sub Contractor	3,489
C00 Community Complaints	2,845
D03F Cement Pad for soccer area	1,450
G00 Liens	981 *(left over thus far for 2012 budget; some will be used by Denise for work in recent months that is not yet billed)*
K01 Admin Secy	5,830 *(Denise will use a portion of this)*
K02 Bookkeeping	2,415 *(I will use about 400 in April)*
K08 Board Meetings	1,325 *(Sandra will use some of this)*
K20 Motions Database	1,000
General Operations $ in Savings Acct	7,245 *(this could be used)*
Total	**$26,580**

Some things to consider if we hire Minnick:

- 6 months = June though November. If we also hire them for December, that will be $1,871.50 more.
- A trial of 6 months would give the company the task of completing two statement mailings, two election mailings plus processing incoming nominations and ballots, preparation for and management of most aspects of the Annual Meeting/Elections, and assisting in preparation for the Board Orientation Meeting. After 6 months, the Board could evaluate Minnick's performance and Minnick could determine if they wish to continue GLA work.
- The election mailings and incoming ballots will be happening right in the middle of the 6-month trial period. It will be challenging logistically if we have to transfer all of this timely mail to Bozeman. Do we change the PO Box to the new address during the trial period?
- Decide whether or not to change the bank account for this trial period.
- The annual budget will need to be finalized prior to the end of the trial period. (Our Covenants require us to present our projected next year budget during the Annual Meeting/Elections in November.) How is this dealt with? Do we create 2 possible budgets, one with HOA management, one without?
- The Board would need to vote to transfer the $7,245 from GLA savings and to spend $11,229 for a 6-month trial.

Proposal to keep horses on GLA land below the guard rail

For the board meeting scheduled April 17, 2012

Dear board members of the Glastonbury Landowners Association,

Please consider allowing Chris Kelley and Ian Scott, both residents in good standing of North Glastonbury, to keep two horses on the 14-acre parcel of land at the bottom of Sirius Drive.

This is the parcel of land that falls steeply away from the guard rail to the West, descends into wetlands and heavy brush next to Story Road to the East, borders Murphy's horse pasture to the North, and comes to a point at the hairpin turn to the South. (See the attached map.)

There is a large corrugated steel structure near the South entrance of the property which is used to store materials for road maintenance. This proposal would not interfere with that structure or any existing use of the property. And Chris and Ian will ensure the horses stay out of that structure.

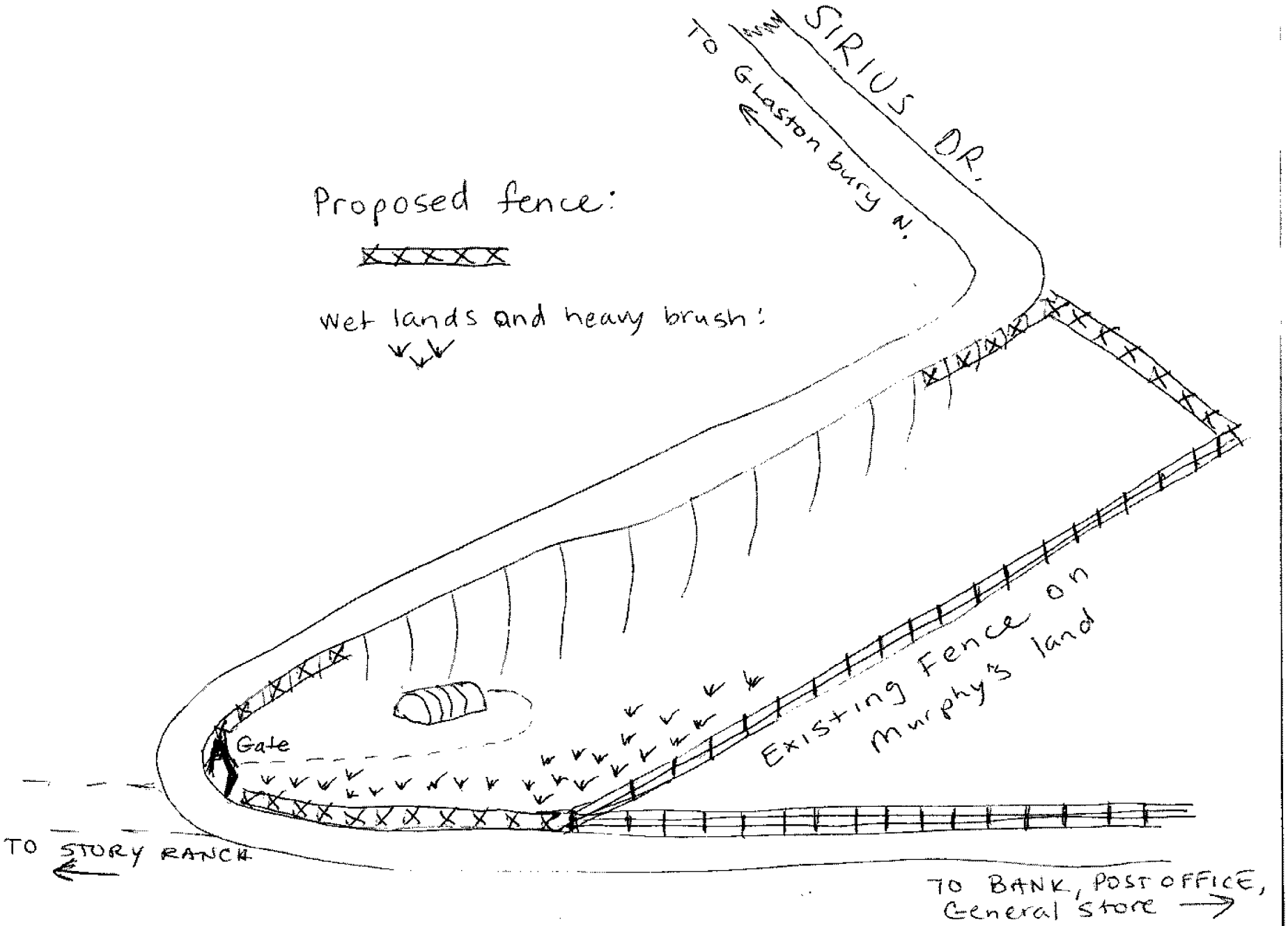
Chris and Ian plan to trailer their horses to nearby public lands to ride on their free time. They also both have teenaged children who are too young to drive a motor vehicle but would love to ride their bikes down the hill to visit, feed and groom the animals throughout the summer months. This will create a magical opportunity for these kids who have long dreamed of caring for a horse they can call their own.

Chris and Ian will incur the costs to fence and gate the property in order to keep the horses from getting out. They will also sign any documents needed to waive the GLA of all liability for the health and welfare of themselves, their families, guests and horses.

While this property seems to have limited uses because of its extreme features (a near cliff on one side descending into a swamp on the other) it would be a perfect home for a couple of horses. The animals can water in the wetlands, graze the abundant grass in the bottomlands, roam the hillside, and shelter in the heavy underbrush.

Thanks so much for your time and consideration and we hope our proposal is acceptable.

###


SIRIUS DR.
To Glaston bury Rd.
Proposed fence:
wet lands and heavy brush:
Gate
Existing Fence on Murphy's land
TO STORY RANCH
TO BANK, POST OFFICE, General store

GLA 03040

April 23, 2012 – HOA Management Research & Evaluation Summary
By Irby Enterprises USA, LLC

HOA management options explored:

1) Michelle Becker, Coldwell Banker Maverick Realty: handles property management for Bank of the Rockies; not to be a good fit for her right now, especially because of the GLA's monthly meeting schedule.
2) Above & Beyond, Bozeman: does not serve Paradise Valley.
3) Luna Properties, Bozeman: willing to serve GLA from Bozeman, but not willing to handle certain admin details such as landowner phone calls, without GLA contracting for full services.
4) Minnick Management, Bozeman: willing to serve GLA from Bozeman, doing as much virtually as possible. The 2 reasons he's willing to try a new area: 1) GLA is moving towards a virtual (i.e., ONLINE) office; 2) GLA is very specific and detailed about what is and is not included in their contract.
5) Mark Pesa, Livingston: referred by Above & Beyond; not good references
6) Ashley Kayser, Livingston: referred by Above & Beyond; doesn't do HOA management.
7) Marjorie Lombard, Pegasus: declined to bid – it would take her business in an entirely new direction and she does not currently have the resources; if Pegasus continues bookkeeping, they will raise their rate to a min of $20/hr, and be under contract.
8) Livingston Job Service consult about employee position with Skip Shiver: While he cannot advise on whether or not the GLA should hire an employee, he did offer the following suggestions.

When hiring an employee, consider carefully the added responsibilities GLA would have:

- Responsibility to provide a "safe & healthy workplace" even if in someone's home;
- Lack of security having GLA physical records in someone's home;
- Necessity to maintain awareness of changing HR law & requirements (eg. discrimination; for wrongful discharge, currently no limit on punitive damages);
- Cost and time investment for training, and ongoing nature of the need;
- Difficulty for a volunteer director to ascertain the quality of work, or even exactly what is being done and how;
- Likelihood of finding a part-time employee with appropriate skills who would proactively make GLA needs a priority;
- The employee's availability and reliability as the only person who performs all these duties without burn-out (illness, personal commitments, finding something better, etc.)

Also consider carefully the additional expenses GLA would have:

- The appropriate skill level & experience may command up to $25/hr.+30% payroll taxes;
    - @$25/hr for 20 hrs/wk = $26,000/yr., plus ~$7,800 in payroll taxes = $33,800/yr;
    - @$20/hr, it comes to $27,040/yr.
- GLA's admin job is not overtime exempt if duties go over 40 hrs/wk at any time;

- Requirement for vehicle insurance & reimbursement of expenses for travel & mileage commuting to onsite meetings or running GLA errands;
- Without benefit package, it may be difficult to attract & keep a quality employee

The following are my thoughts about what outsourcing gives the GLA:

- Access to the professional expertise of a business with years of experience managing various administrative and legal aspects of property owner associations. (Susan Swimley gave Minnick a good reference.)
- Access to a variety of skill sets from a business with 8-9 (?) employees, and keeps GLA from being vulnerable to 1 person suddenly not being available.
- Reasonable availability during normal business hours.
- Opportunity to set the level of services that GLA needs and can budget for.
- Business location for GLA files.
- GLA Board retains the right to make decisions on how business is handled.
- Board of Directors has a solid base of operations with continuity into the future.

2012-05-14_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

May 14, 2012

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:14 pm at St. John's Church. Janet gave the opening prayer.
   PRESENT: Richard Bolen (President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Ken Haug, Paul Ranttalo, Laura Boise (Vice President) arrived at 7:26 pm.
   ABSENT: Sean Halling, Scott McBride, Rich Spallone (aka Rich), William Smith
   ALSO ATTENDING: Sandra Irby (Administrative Contractor), Nathan Minnick, James Ruddy (both from Minnick Management); Dan and Val O'Connell, Landowners

2. **Introduction of Minnick Management**
   Nathan Minnick, James Ruddy and the directors introduced themselves.

3. **Set Agenda**

4. **Approve April 23, 2012 Meeting Minutes**
   MOTION: Sheridan motioned and Alyssa seconded to approve the April 23, 2012, meeting minutes. **Motion carried unanimously.**

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   The Board reviewed the Treasurer's Reports. **MOTION:** Janet motioned and Ken seconded to approve the April 2012 Treasurer's reports. **Motion carried unanimously.**
   5.1.2 President's Letter – RB
   Alyssa reported that the e-mail vote to approve the May 9, 2012 president's letter was unanimous.

   5.2 Road and Weed Committee Report – WS/RS – Tabled.

   5.3 Collection Committee Report – SS/RB
   Richard reported that the collection warning letter will be going out to the appropriate delinquent accounts.

   5.4 Managerial Committee Report – AA/LB
   Alyssa reported that someone put out a community telephone tree through Maydell Goulart, with the contact name of Sylvia, saying that the GLA was providing refreshments at a political forum. A telephone tree had to be sent out from the GLA to correct the error, saying that the GLA is not associated with any political or religious organizations and is not involved with the event.

   5.5 Website Committee Report – KH/AA
   Ken said that he gave Alyssa, Scott and Sandra Sharepoint usernames and passwords, and he will be sending these to the rest of the directors later this week. Directors can attend one of two meeting dates for training at Ken's home which should take about 30 minutes: Monday, May 21, or Thursday, May 24, at 7:00 pm. The Web Committee will meet this Thursday, May 17, to go over the page design and navigation. The GLA's online storage capacity is now 1 GB.
   ACTION ITEM: Ken will e-mail directions to his home at 18 Liberty Lane, North Glastonbury, for those attending the Sharepoint training meetings.

File: MtgMins 05 14 12
Drafts: 05 16 12; 05 24 12
Final Approval: 06 18 12

6. UNFINISHED BUSINESS

6.1 Project Review – AA/RS

6.1.1 Lot 38-B (NG) - Yaney - Factory-built home variance – AA

Alyssa reported that there have been no new developments on the project.

6.1.2 Parcels 90 & 91 (SG) - Erickson Preliminary Approval fulfillment of conditions – AA

The Board reviewed documents prepared by Susan Swimley for meeting the requirements of the conditional preliminary approval. There was concern about possible future commercial uses of the property and previous input from landowners. The wording of the Use and Development Agreement, paragraph six, was edited from the third sentence to read as follows: "*In granting the variances and project approvals, the commercial uses of the property such as for a bed and breakfast or commercial lodging facility are prohibited.* [remainder of sentence deleted] *Should the property owner(s) wish to seek removal of this prohibition, the requested change must be approved by the Board.*" The rest of the paragraph remains the same.

MOTION: Alyssa motioned and Sheridan seconded,

Whereas Article 6 Section B2 of the GLA Bylaws states that the Board has the power and duty to enter into contracts and agreements, and that conditions a, b, and c of this section which require member approval of such contracts are not all present in the conjunctive and therefore do not apply;

Whereas the Board acknowledges that the Ericksons have met the criteria of the conditional, preliminary approval granted July 14, 2011, by way of the following agreements: Acknowledgment of Road Policy, the amended Use and Development Agreement, the Declaration of Building and Transfer Restrictions Easement, and the Road Maintenance Agreement;

Be it resolved that the Ericksons residential construction project on Parcel 91, South Glastonbury, is approved with the following conditions:
1. Reseed disturbed land; and
2. Obtain necessary electrical, plumbing and septic permits.

Motion carried unanimously.

6.2 Road Management Committee – WS/RS

6.2.1 Jupiter Lane Improvements

Alyssa gave background on Sheridan's subdivision project, which the GLA approved in 2006. Jupiter Way, a Tier 3 road, has not yet been brought up to the new Park County standards. William, Chair of the Road Committee, recommends upgrading the road to fulfill GLA's responsibility to provide access. Alyssa researched with William what other Tier 3 roads exist that are not up to Park County standards; there are no others in North or South Glastonbury. Laura questioned the cost and said that the GLA budgeted only for the Jupiter Way apron off Capricorn. There is a need to check the budget for the funds before proceeding. It was also brought up that there had been only one bid on the road work. Discussion.

ACTION ITEM: ***William*** – Get 2 bids on the Jupiter Way road work to present to the Board for review.

File: MtgMins 05 14 12
Drafts: 05 16 12; 05 24 12
Final Approval: 06 18 12

7. NEW BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 Parcel 78 (SG) – Arthur and Candace Wittich Residence – AA

Alyssa presented the project. Discussion included that the Wittichs are not requesting any variances, the required setbacks are met, their application is complete and the GLA fees have been paid.

MOTION: Alyssa motioned and Sheridan seconded that the project be approved with the requirement that disturbed land be reseeded and the necessary electrical and plumbing permits be obtained. **Motion carried unanimously.**

7.2 Road Management Committee – WS/RS

7.2.1 Magnesium Chloride proposal – WS – Tabled.

7.3 Community Committee

7.3.1 Update on proposal for horses on GLA land – AA

Alyssa reported that Chris Kelley and Ian Scott are putting their project proposal on hold for now.

8. Comment Period for Visiting Landowners

Valery O'Connell made comments about various matters and asked a number of questions. Richard said no answers would be given to them at the meeting since they were involved in litigation. Daniel O'Connell also commented on various topics.

9. Adjournment – 8:56 pm

10. Next Board Meeting: June 11, 2012, at St. John's Church

File: MtgMins 05 14 12
Drafts: 05 16 12; 05 24 12
Final Approval: 06 18 12

2012-05-14_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

May 14, 2012 – 7:00 pm

1. **Call to order**

2. **Introduction of Minnick Management**

3. **Set Agenda**

4. **Approve Meeting Minutes**
   April 23, 2012

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 5.1.2 President's Letter – RB (2 min)
       (Report on e-mail vote to approve)
   - 5.2 Road and Weed Committee Report – WS/RS (2 min)
   - 5.3 Collection Committee Report – SS/RB (1 min)
   - 5.4 Managerial Committee Report – AA/LB (1 min)
   - 5.5 Website Committee Report – KH/AA (1 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Project Review – AA/RS
     - 6.1.1 Lot 38-B (NG) - Yaney - Factory-built home variance – AA (1 min)
     - 6.1.2 Parcels 90 & 91 (SG) - Erickson Preliminary Approval fulfillment of conditions – AA (5 min)
   - 6.2 Road & Weed Mgmt Committee – WS/RS
     - 6.2.1 Jupiter Lane Improvements

7. **NEW BUSINESS**
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcel 78 (SG) – Arthur and Candace Wittich Residence – AA (5 min)
   - 7.2 Road & Weed Mgmt Committee – WS/RS
     - 7.2.1 Magnesium Chloride proposal – WS (1 min)
   - 7.3 Community Committee
     - 7.3.1 Update on proposal for horses on GLA land – AA (1 min)

8. **Comment Period for Visiting Landowners**

9. **Adjournment**

10. **Next Regular Board Meeting: June 11, 2012, at St. John's Church**

Glastonbury Landowner's Association

2012 Budget Variance Report

January through April 2012

	Jan - Apr 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	50.00			
104. Dwelling 2002	60.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	20.00			
108. Dwelling 2006	109.90			
109. Dwelling 2007	145.00			
110. SG Dwelling 2008	159.00			
111. SG Dwelling 2009	218.10			
112. NG Dwelling 2010	124.31			
112. SG Dwelling 2010	164.07			
113. NG Dwelling 2011	1,532.31			
113. SG Dwelling 2011	1,923.26			
114. NG Dwelling 2012	13,917.56	26,454.00	-12,536.44	52.6%
114. SG Dwelling 2012	12,685.95	19,195.00	-6,509.05	66.1%
125. Land Prior to 2000	50.00			
128. Land 2002	60.00			
129. Land 2003	120.00			
130. Land 2004	20.00			
132. Land 2006	109.89			
133. Land 2007	145.00			
134. SG Land 2008	159.00			
135. SG Land 2009	218.09			
136. NG Land 2010	124.33			
136. SG Land 2010	214.08			
137. NG Land 2011	1,532.30			
137. SG Land 2011	2,272.92			
138. NG Land 2012	18,982.38	29,383.00	-10,400.62	64.6%
138. SG Land 2012	21,369.32	33,012.00	-11,642.68	64.7%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	199.93			
161. Penalties Late Accounts	255.30			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	81,821.50	117,403.00	-35,581.50	69.7%
200. Project Review Fees				
201. Application Fee	25.00	250.00	-225.00	10.0%
202. IF - House	0.00	3,075.00	-3,075.00	0.0%
209. IF - Mobile Home	200.00			
Total 200. Project Review Fees	225.00	3,325.00	-3,100.00	6.8%
300. Roads				
301. CUT - Road Paving Loan	298.60	1,300.00	-1,001.40	23.0%
Total 300. Roads	298.60	1,300.00	-1,001.40	23.0%
400. Liens				
401. Landowner Filing Fee	56.82			
Total 400. Liens	56.82			
500. Interest Earned				
501. Savings Interest	56.36			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	56.36	78.00	-21.64	72.3%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	8,419.40	16,051.00	-7,631.60	52.5%
804. ChipSeal-5 payments/land	1,803.39	2,759.00	-955.61	65.4%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	13,325.79	21,913.00	-8,587.21	60.8%
Total Income	95,784.07	144,019.00	-48,234.93	66.5%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	380.29			

Glastonbury Landowner's Association

2012 Budget Variance Report

January through April 2012

	Jan - Apr 12	Budget	$ Over Budget	% of Budget
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	1,478.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	2,129.92	8,490.00	-6,360.08	25.1%
A03. Contractors - Weed Contrl	0.00	2,000.00	-2,000.00	0.0%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	7,556.32	30,225.00	-22,668.68	25.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	177.18	600.00	-422.82	29.5%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11C. Sign Posts	223.00			
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	550.18	1,350.00	-799.82	40.8%
A12. Contractors - NG Road Wrk				
A12J. Sirius Drive	75.00			
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	0.00	4,619.50	-4,619.50	0.0%
Chip Seal Investor#3	0.00	1,154.87	-1,154.87	0.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	0.00	12,720.12	-12,720.12	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	75.00	36,219.12	-36,144.12	0.2%
A13. Contractors - SG Road Wrk				
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	0.00	14,375.00	-14,375.00	0.0%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.B I.R.S.	127.68			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	129.68			
Total A00. Roads & Weeds	12,891.37	103,674.12	-90,782.75	12.4%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	16.50			
C00-1 B O'Connell Lawsuit	6,808.15			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	6,824.65	3,000.00	3,824.65	227.5%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	2,397.50	4,837.00	-2,439.50	49.6%
C00-2.02 Virtual Message/phone	59.80	180.00	-120.20	33.2%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	2,457.30	5,192.00	-2,734.70	47.3%
C00. Community/Complaints				

Glastonbury Landowner's Association

2012 Budget Variance Report

January through April 2012

	Jan - Apr 12	Budget	$ Over Budget	% of Budget
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	100.40	500.00	-399.60	20.1%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	100.40	2,490.00	-2,389.60	4.0%
Total D00. Recreation	100.40	2,490.00	-2,389.60	4.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
Total F00. Website	0.00	455.00	-455.00	0.0%
G00. Liens				
G01. Lien Filing	84.76	350.00	-265.24	24.2%
G03. Administration	120.00	300.00	-180.00	40.0%
G04. Credit Report Research	60.00	500.00	-440.00	12.0%
Total G00. Liens	264.76	1,150.00	-885.24	23.0%
J00. Other Projects				
J03.Policies & Procedures	2,443.50	2,440.00	3.50	100.1%
Total J00. Other Projects	2,443.50	2,440.00	3.50	100.1%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	150.00	5,980.00	-5,830.00	2.5%
K02. Contractors - Bookkeeper	1,522.50	3,600.00	-2,077.50	42.3%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	530.04	950.00	-419.96	55.8%
K07. Postage and Delivery	254.64	1,200.00	-945.36	21.2%
K08. Monthly Board Meetings	1,785.00	2,855.00	-1,070.00	62.5%
K11. Rent				
K11B. Storage/Boxes	50.00	300.00	-250.00	16.7%
K11. Rent - Other	375.00	240.00	135.00	156.3%
Total K11. Rent	425.00	540.00	-115.00	78.7%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	165.00	950.00	-785.00	17.4%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	6,530.68	19,015.00	-12,484.32	34.3%
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	7.20			
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	14.48	1,690.00	-1,675.52	0.9%
Total Expense	31,527.14	145,276.12	-113,748.98	21.7%
Net Ordinary Income	64,256.93	-1,257.12	65,514.05	-5,111.4%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through April 2012

	Jan - Apr 12	Budget	$ Over Budget	% of Budget
Net Income	64,256.93	-1,257.12	65,514.05	-5,111.4%

2012-06-18_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

June 18, 2012

CONFIDENTIAL – DO NOT COPY

1. **Call to order**
   The meeting was called to order by Richard Bolen at 7:06 p.m. at St. John's Church. William Smith gave the opening prayer.
   PRESENT: Richard Bolen (President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Sean Halling, Paul Ranttalo, William Smith, Rich Spallone (aka Rich).
   ABSENT: Scott McBride, Laura Boise (Vice President), Ken Haug
   ALSO ATTENDING: Nathan Minnick and James Ruddy (Minnick Management), Landowners: Charlene Murphy, Timothy Murphy, Ron Wartman, Kristi Sones, Bob Sones, Tom Barry, Darryl Windorski, Tim Brockett, Jeanne Campbell (Ombudsman), James Kozlik, Val O'Connell (arrived at 9:00 p.m.).
   Neighbor: Danilie Howe.

2. **Introduction of Minnick Management**
   Richard Bolen introduced James Ruddy and Nathan Minnick, describing that a 6-month trial period has begun in June with Minnick Management who will be handling administrative duties for the GLA.

3. **Board Meeting Conduct Policy**
   Janet Naclerio read the Board Meeting Conduct Policy.

4. **Set Agenda**

5. **Approve Meeting Minutes**
   Sheridan motioned and Gerald seconded to approve the May 14, 2012, meeting minutes. **Motion carried unanimously**. Abstentions: William, Rich and Sean who were not present May 14.

6. **Officer and Committee Reports**
   6.1 Executive Committee Report
   6.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the May 2012 Treasurer's Reports. **MOTION:** Alyssa motioned and William seconded to approve the May 2012 Treasurer's reports. **Motion carried unanimously.**

   6.2 Managerial Committee Report – AA/LB
   Alyssa reported the committee's progress on transitioning administrative duties to Minnick Management and how items such as voice mail, post mail, communications, bookkeeping and payment processing, and other communications are handled. Alyssa also discussed the major task of organizing and then electronically indexing GLA records. It has been determined that working with Sandra Irby is the most beneficial option to handle this process.

   6.3 Project Review Committee Report – AA/RB
   Alyssa has been performing the administrative duties for project reviews (under a matter of necessity) and discussed how the basic administrative duties involved in processing applications is now being passed onto Minnick Management. For variances or other projects that require extra time it was determined that a modification of the Management Contract to allow Minnick Management to be paid for this additional level of work if needed. **MOTION:** Alyssa motioned and Sheridan seconded that project reviews

requiring an administration of variances or unusual circumstances will be billed by Minnick Management to the GLA at the rate of $20/hour. **Motion carried unanimously.**

6.4 Road and Weed Mgmt Committee Report – WS/RS
William reported that missing signs in SG on Arcturus and Virgo Way have been ordered. 2 to 3 gradings of Hercules have been competed at the expense of the Ericksons, not the GLA.

6.5 Website Committee Report – KH/AA
Alyssa reported the continued work by Kenneth Haug to prepare the GLA's SharePoint service. Alyssa discussed her review and findings to propose a cost effective solution to bring the GLA website current through Rudy Parker as well as hosting through Dream Host. **MOTION:** Alyssa motioned and William seconded to approve having the GLA-MT.org website hosted on Dream Host for $5/month and have Rudy Parker make the basic changes so that the website can be brought current until the GLA no longer needs the site. Rudy is to be paid the customary amount of $20/hour. **Motion carried unanimously.**

7. UNFINISHED BUSINESS

7.1 Project Review – AA/RS

7.1.1 Lot 38-B (NG) - Yaney – Revised Factory-built home – AA
Alyssa reported that the Yaneys have decided not to pursue a variance and have elected to redesign to meet the 30-foot building height restriction. Existing mobile home dwelling of less than 1200 sq/ft on site will remain and be for occasional guest use only. William mentioned that the property would need to meet DEQ sanitation standards and that a note should be given on approval regarding the DEQ approved COSA restrictions to the Yaneys. It is not within the GLA's authority to determine DEQ qualifications.

Alyssa motioned and Sean seconded that the residence application for Ralph and Lucile Yaney, Lot 38-B NG, be approved with the following conditions: 1) electrical and plumbing permits be acquired, and septic if necessary; 2) disturbed land be reseeded; 3) the existing trailer home on the site be designated as occasional guest use only in accordance with the Land Use Master Plan. A note will be added to advise the Yaneys of the DEQ COSA restrictions to a single family residence dated November 1998. **Motion carried unanimously.** Abstentions: Gerald.

7.1.2 Dwelling Assessment – Covenant 11.03 – AA
Alyssa brought discussion on how Covenant 11.03 requires that each dwelling unit be assessed, and this is currently being applied to lots with 2nd residences, but not to guesthouses. Discussion on whether or not guesthouses should potentially be assessed in some fashion based not on the usages of a dwelling but on the existence of a dwelling as stated in the covenants.
ACTION ITEM: ***Alyssa/William*** – Determine if Land Use Master Plan review is due.

7.2 Road & Weed Mgmt Committee – WS/RS

7.2.1 Jupiter Way Improvements – WS
William reported on the status of the required upgrade to County standards of Jupiter Way and approach to Capricorn Drive. Richard noted that Sheridan's

discussion in this matter would only be as landowner and not in a board capacity. In order to be sure of competitive pricing and to ensure equal opportunity amongst contractors William requested bids from three contractors. Two estimates were received and one respectfully declined to bid. Mike Adkins Construction bid $11,100 (Jupiter Way Road Work) & $1,500 (Jupiter Way Intersection Landing). Bainter Construction bid $21,742 (Jupiter Way Road Work) & $735 (Jupiter Way Intersection Landing). Discussion continued as to the GLA's responsibility to upgrade to County standards and, based on precedent with Tim Brockett, the potential to share costs of the project based on Sheridan's contract with Mike Adkins to have the work done at a lesser cost. Further discussion on how Mike Adkins' "bid" was nearly twice as high as his preferential customer price. Nathan pointed out that most of the associations he manages have found they get a better price when they stick with a contractor who has established a good track record of quality service at a good price, and is not asked to draw up bids on a continual basis. **MOTION:** Alyssa motioned and Janet seconded that the GLA will reimburse Sheridan 50% of the cost of the Jupiter Way improvements based on the quote from Mike Adkins of $5,900 and the apron work will be paid for by the GLA out of the NG chip seal funds as previously established. **Motion carried unanimously**. Abstentions: Gerald and Sheridan.

7.2.2 Crack Sealing for NG Asphalt – WS

Report from William regarding obtaining estimates for crack sealing asphalt in NG. Determination by committee that Paul's original bid of $14,500 is the best value. William recommended that Paul's bid of $14,500 be accepted for the crack sealing project of NG. Charlene Murphy, bookkeeper, reported that the budgeted funds are available for this project. **MOTION**: by William seconded by Sheridan that we accept Paul's bid to crack seal NG paved roads and use NG chip seal funds to pay. **Motion carried unanimously**. Abstentions: Paul.

8. NEW BUSINESS

8.1 Minnick Management – Details for working together – AA/NM

8.1.1 Nathan discussed the need to designate a GLA Director as main contact for Minnick Management to ensure efficient communication. Discussion on the process of bill payment/approval and the Treasurer's continued role of approval of payments. **MOTION:** Sheridan motioned and Gerald seconded to designate Alyssa to be the designated director to Minnick Management. **Motion carried unanimously.**

Discussion on more workflow items and how the board and management will work together. Nathan recommended the establishment of a petty cash fund to be held by Treasurer for incidentals. **MOTION:** Alyssa motioned and William seconded that the GLA establish a petty cash fund of $200 to be in the possession of the Treasurer. **Motion carried unanimously.**

8.2 Debit Card Usage Limit Adjustments – SS

Discussion. **MOTION:** Sheridan motioned and Sean seconded $0 for ATM use, $500 for point-of-sale use, and $500 for online use with the provision that if a larger amount is needed, the authorized signers on the bank account, (i.e. President, Vice President, Treasurer, Secretary) may request a temporary limit increase from the bank. **Motion carried unanimously.**

8.3 Credit/Debit card processing via Minnick Mgmt – NM

Nathan reported that Minnick Management has the ability to accept credit card payments and asked the board if they would like this option. Nathan suggested that the board take into consideration the 3.25% processing fee and recommended potential conditions for accepting payments. **MOTION**: Sheridan motioned and Janet seconded to authorize Minnick Management to accept debit/cc payments in situations of arrears where there is a 12-month delinquency or a lien on a property. **Motion carried unanimously.**

8.4 July Newsletter content – AA
Alyssa noted newsletter items to include: 1) announce the 6-month trial period of Minnick Management and provide contact info; 2) 2013 GLA collection of assessments either one payment by the end of January or quarterly payments; 3) Lawsuit update.

8.5 Letter from Darryl Windorski – RB
Acknowledgement of Darryl's questions and concerns based on his interpretation of how the board and budget work as well as discussion with Darryl of general GLA operations.

9. Comment Period for Visiting Landowners
Tim Brockett spoke on how the board is elected by the landowners to be in charge of operations and this process is concurrent with the GLA's governing documents. Tim also spoke of how the landowners took away the power they loaned to one of the O'Connells by removing Daniel O'Connell from the board. He is concerned that the O'Connell's intent in suing the association is to gain control and take away the power loaned to the board from the landowners.

Valery O'Connell made comments about various matters.

10. Adjournment - 10:35 p.m.

11. Next Board Meeting: July 9, 2012, at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

June 18, 2012 – 7:00 pm

1. **Call to order**

2. **Introduction of Minnick Management**

3. **Board Meeting Conduct Policy**

4. **Set Agenda**

5. **Approve Meeting Minutes**
   May 14, 2012

6. **Officer and Committee Reports**
   - 6.1 Executive Committee Report
     - 6.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 6.2 Managerial Committee Report – AA/LB (1 min)
   - 6.3 Project Review Committee Report – AA/RB (1 min)
   - 6.4 Road and Weed Mgmt Committee Report – WS/RS (1 min)
   - 6.5 Website Committee Report – KH/AA (1 min)

7. **UNFINISHED BUSINESS**
   - 7.1 Project Review – AA/RS
     - 7.1.1 Lot 38-B (NG) - Yaney – Revised Factory-built home – AA (3 min)
     - 7.1.2 Dwelling Assessment – Covenant 11.03 – AA (5 min)
   - 7.2 Road & Weed Mgmt Committee – WS/RS
     - 7.2.1 Jupiter Lane Improvements – WS (5 min)
     - 7.2.2 Crack Sealing for NG Asphalt – WS (5 min)

8. **NEW BUSINESS**
   - 8.1 Minnick Management – Details for working together
     - 8.1.1 Designate Director as main contact for Minnick
   - 8.2 Debit Card Usage Limit Adjustments – SS (3 min)
   - 8.3 Credit/Debit card processing via Minnick Mgmt – NM (5 min)
   - 8.4 July Newsletter content – AA (3 min)
   - 8.5 Letter from Darryl Windorski – RB (10 min)

9. **Comment Period for Visiting Landowners**

10. **Adjournment**

11. **Next Board Meeting: July 9, 2012, at St. John's Church**

06/15/12

Glastonbury Landowner's Association

2012 Budget Variance Report

January through May 2012

	Jan - May 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	80.00			
104. Dwelling 2002	60.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	70.00			
108. Dwelling 2006	109.90			
109. Dwelling 2007	145.00			
110. SG Dwelling 2008	159.00			
111. SG Dwelling 2009	218.10			
112. NG Dwelling 2010	332.00			
112. SG Dwelling 2010	318.82			
113. NG Dwelling 2011	1,778.59			
113. SG Dwelling 2011	1,974.43			
114. NG Dwelling 2012	16,667.90	26,454.00	-9,786.10	63.0%
114. SG Dwelling 2012	12,838.95	19,195.00	-6,356.05	66.9%
125. Land Prior to 2000	80.00			
128. Land 2002	60.00			
129. Land 2003	120.00			
130. Land 2004	70.00			
132. Land 2006	109.89			
133. Land 2007	145.00			
134. SG Land 2008	159.00			
135. SG Land 2009	218.09			
136. NG Land 2010	332.02			
136. SG Land 2010	368.83			
137. NG Land 2011	1,778.79			
137. SG Land 2011	2,357.09			
138. NG Land 2012	22,047.89	29,383.00	-7,335.11	75.0%
138. SG Land 2012	22,525.07	33,012.00	-10,486.93	68.2%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	282.23			
161. Penalties Late Accounts	291.16			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	90,577.25	117,403.00	-26,825.75	77.2%
200. Project Review Fees				
201. Application Fee	50.00	250.00	-200.00	20.0%
202. IF - House	0.00	3,075.00	-3,075.00	0.0%
203. IF - Structures 200/800sf	100.00			
209. IF - Mobile Home	200.00			
Total 200. Project Review Fees	350.00	3,325.00	-2,975.00	10.5%
300. Roads				
301. CUT - Road Paving Loan	578.17	1,300.00	-721.83	44.5%
Total 300. Roads	578.17	1,300.00	-721.83	44.5%
400. Liens				
401. Landowner Filing Fee	56.82			
Total 400. Liens	56.82			
500. Interest Earned				
501. Savings Interest	72.95			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	72.95	78.00	-5.05	93.5%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	11,301.85	16,051.00	-4,749.15	70.4%
804. ChipSeal-5 payments/land	2,026.61	2,759.00	-732.39	73.5%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	16,431.46	21,913.00	-5,481.54	75.0%
Total Income	108,066.65	144,019.00	-35,952.35	75.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through May 2012

	Jan - May 12	Budget	$ Over Budget	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	380.29			
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	1,478.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	2,129.92	8,490.00	-6,360.08	25.1%
A03. Contractors - Weed Contrl	0.00	2,000.00	-2,000.00	0.0%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	177.18	600.00	-422.82	29.5%
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A12J. Sirius Drive	75.00			
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	0.00	4,619.50	-4,619.50	0.0%
Chip Seal Investor#3	0.00	1,154.87	-1,154.87	0.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
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Total A13. Contractors - SG Road Wrk	0.00	14,375.00	-14,375.00	0.0%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.B I.R.S.	127.68			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	129.68			
Total A00. Roads & Weeds	20,447.69	103,674.12	-83,226.43	19.7%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	16.50			
C00-1 B O'Connell Lawsuit	7,088.15			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	7,104.65	3,000.00	4,104.65	236.8%

GLA 03061

Glastonbury Landowner's Association

2012 Budget Variance Report

January through May 2012

	Jan - May 12	Budget	$ Over Budget	% of Budget
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	4,002.50	4,837.00	-834.50	82.7%
C00-2.02 Virtual Message/phone	74.75	180.00	-105.25	41.5%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	4,077.25	5,192.00	-1,114.75	78.5%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	125.50	500.00	-374.50	25.1%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	125.50	2,490.00	-2,364.50	5.0%
Total D00. Recreation	125.50	2,490.00	-2,364.50	5.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
F03. Software	22.75			
F04. Miscellaneous	25.06			
Total F00. Website	47.81	455.00	-407.19	10.5%
G00. Liens				
G01. Lien Filing	84.76	350.00	-265.24	24.2%
G03. Administration	375.00	300.00	75.00	125.0%
G04. Credit Report Research	60.00	500.00	-440.00	12.0%
Total G00. Liens	519.76	1,150.00	-630.24	45.2%
J00. Other Projects				
J03.Policies & Procedures	2,643.50	2,440.00	203.50	108.3%
Total J00. Other Projects	2,643.50	2,440.00	203.50	108.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	270.00	5,980.00	-5,710.00	4.5%
K02. Contractors - Bookkeeper	1,980.00	3,600.00	-1,620.00	55.0%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	565.49	950.00	-384.51	59.5%
K07. Postage and Delivery	362.64	1,200.00	-837.36	30.2%
K08. Monthly Board Meetings	1,985.00	2,855.00	-870.00	69.5%
K11. Rent				
K11B. Storage/Boxes	125.00	300.00	-175.00	41.7%
K11. Rent - Other	375.00	240.00	135.00	156.3%
Total K11. Rent	500.00	540.00	-40.00	92.6%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	165.00	950.00	-785.00	17.4%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	7,526.63	19,015.00	-11,488.37	39.6%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through May 2012

	Jan - May 12	Budget	$ Over Budget	% of Budget
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	7.20			
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	14.48	1,690.00	-1,675.52	0.9%
Total Expense	42,507.27	145,276.12	-102,768.85	29.3%
Net Ordinary Income	65,559.38	-1,257.12	66,816.50	-5,215.0%
Net Income	65,559.38	-1,257.12	66,816.50	-5,215.0%

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

July 9, 2012 – 7:00 pm

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1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:04 p.m. at St. John's Church. Janet Naclerio gave the opening prayer.
   PRESENT: Richard Bolen (President) aka Richard, Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Sean Halling, Paul Ranttalo, William Smith, Rich Spallone (aka Rich), Laura Boise (Vice President) arrived at 7:30.
   ABSENT: Scott McBride, Ken Haug
   ALSO ATTENDING: Nathan Minnick and James Ruddy (Minnick Management), Landowners: Timothy Murphy, Jeff and Jerry Ladewig, Daniel and Valery O'Connell.

2. **Introduction of Minnick Management**
   Richard Bolen introduced James Ruddy and Nathan Minnick with Minnick Management, Inc.

3. **Board Meeting Policies**
   3.1 Board Meeting Conduct Policy – read by Janet
   3.2 Length of Meeting Time
   Richard noted that meetings will adjourn at 9:00 p.m. and rescheduling may happen in order to accommodate agenda items not covered within the meeting time frame.
   3.3 Protocol for Acceptance of Agenda Items
   Alyssa discussed updating of agenda item submission forms with current contact information for Minnick Management, and how it would be beneficial for issues to first be handled through the appropriate committee for review prior to being placed on the agenda. Richard noted that this progression would help meetings run more efficiently.
   Action item: ***Alyssa*** – Proposal for agenda item procedures to be presented at the next meeting.

4. **Set Agenda**

5. **Approve Meeting Minutes**
   Sheridan motioned and Gerald seconded to approve the June 18, 2012, meeting minutes. **Motion carried unanimously**. Abstentions: Laura who was not present June 18.

6. **Officer and Committee Reports**
   6.1 Executive Committee Report
   6.1.1 Treasurer's Reports: Budget Variance, Check & Deposit - SS
   Sheridan presented the June 2012 Treasurer's Reports. Rich noted the Ericksons paid for additional road maintenance on Hercules Drive. Richard asked for clarification of how checks are distributed. Nathan reported that once bills are approved, checks are sent to the Treasurer for signature and submittal. **MOTION:** Janet motioned and Paul seconded to approve the June 2012 Treasurer's reports. **Motion carried unanimously.**

   6.2 Managerial Committee Report – AA/LB
   6.2.1 Fireworks Ban – e-mail/phone voting results
   Alyssa noted that the board unanimously approved banning fireworks through an e-mail vote due to the emergency nature of the situation and recommendation by the state fire marshal.

   6.2.2 Update on Various Issues
   Alyssa discussed how things are going with Minnick Management and how processes are being updated. Voice Nation could become unnecessary at some

GLA 03065

point with Minnick Management in place to handle inquiries. Alyssa noted the coordination of a meeting in August to work on updating forms and organizing files with willing directors, Sandra, and Denise.

6.3 Project Review Committee Report – AA/RB

Alyssa discussed how Project Review forms need updating and reworking for simplification and ease of use, and suggested that each form could be devoted to a single project type. Alyssa reported that Sandra could do this work in about 10 hours. Gerald mentioned that he would like to provide a site checklist for landowners so they know what is required for the site inspection. **MOTION:** Alyssa motioned and William seconded that the GLA contract with Irby Enterprises to revise and update the project review forms and process with a budget of $200 or less. Sandra will be supervised by the Project Review Committee and incorporate their changes and direction. Discussion: William noted the importance of not imposing review items that are above the GLA's oversight and duty. Laura mentioned the idea that updating be done in concurrence with state and country standards. **Motion carried unanimously.**

Action item: ***Alyssa*** – Work with Sandra on updating Project Review forms.

Action item: ***Gerald*** – Create a site inspection checklist for Alyssa to incorporate into new forms.

6.4 Road and Weed Mgmt Committee Report – WS/RS

Update by William that signs have been received for Arcturus and Virgo, and will be installed. Paul updated the board on the status of the crack sealing repair and that he will be obtaining the necessary equipment to commence work.

6.4.1 Parcel 81 SG Hansard weed infestation

Rich reported that upon inspection he saw that debris that had been on Parcel 81 previously has been cleaned properly by Mike Adkins, but there is a big problem with a heavy infestation of Knapweed that should be take care of. William noted that it would be best to simply turn this over to the County Weed Supervisor since the GLA encourages owners to control weeds but does not provide for the mitigation of them on individual owner's property. **MOTION**: Alyssa motioned and Gerald seconded that the GLA provide owner contact information for Parcel 81 SG to Clay Williams, the Park County weed supervisor, in order to address the Knapweed infestation issue. Discussion noted that ownership records are public record and accessible through the county. **Motion carried unanimously.**

6.5 Website Committee Report – KH/AA

Alyssa updated the board on work with Rudy Parker and that they are making progress on the GLA-MT.org website. Updating may possibly be done by the end of this week.

7. UNFINISHED BUSINESS

7.1 July Newsletter Draft – AA

Alyssa provided a draft of the newsletter for review and the board commenced a general discussion about the document.

ACTION ITEM: ***Alyssa*** – E-mail the latest Newsletter draft to the board with instructions to reply with comments or edits.

8. NEW BUSINESS

8.1 Project Review – AA/RS

8.1.1 Lot 33-C (SG) - Ladewig – Residence - AA

Alyssa presented the Ladewig Project Review Application and noted that the Ladewigs and their architect have worked hard to ensure that the project is in compliance with all requirements. Gerald reported that the necessary setbacks are being met. **MOTION**: Alyssa motioned and Sheridan seconded that preliminary approval be given to Jeff and Jerry Ladewig, Lot 33-C (SG) for their residence, well, driveway and septic with the conditions that disturbed land be reseeded, and that the necessary electrical, plumbing and septic permits be acquired. Discussion: Paul inquired about the disposal of existing concrete foundation. William noted his recollection about a shared well and that all DEQ requirements would need to be followed for sharing or drilling of a new well. **Motion carried unanimously.**

8.2 Managerial Committee – AA/LB

8.2.1 Create Master Plan Committee – AA

Alyssa proposed that the board re-establish the Master Plan Committee due to the necessity of it being reviewed within five years according to Secton 5.2 of the Master Plan.

MOTION: Alyssa motioned and William seconded to reestablish and form the Master Plan Committee. **Motion carried unanimously.**

Alyssa then suggested that the committee be populated, and the board commenced a discussion on who would be willing to serve on the committee, recommending possible landowners who were previously involved and could be contacted. Laura volunteered to chair the committee and would ask Scott McBride if he would be willing to serve on the committee as well.

ACTION ITEM: ***Laura*** – Contact Scott McBride and landowners to find out if they are willing to serve on the committee.

General discussion by the board about potentially reviewing the GLA covenants through a committee. Board may look into this at the next meeting.

8.2.2 Review & Update Committee Membership – AA

Alyssa presented the existing committee list, and discussed the complications of having the entire board as members of a committee. Laura suggested smaller committees to promote interest by members. Alyssa noted that according to the Bylaws, a committee needs 2 directors, and only one would be required to be the chairperson. Richard expressed that the budget committee and executive committee should not be populated with the exact same members. William expressed that due to the road budget being a major share of the overall budget, a road committee member should be on the budget committee. General discussion and streamlining process commenced for each committee and an updated list of committees and members was drafted. **MOTION**: Alyssa motioned and Sheridan seconded that the board adopt the revised board committee membership and chairperson designations as discussed and edited. **Motion carried unanimously.**

ACTION ITEM: ***Alyssa*** – Revise and distribute new committee membership list to board via e-mail.

9. **Comment Period for Visiting Landowners**
   Daniel and Valery O'Connell made comments about various matters.

10. **Adjournment at 8:55 p.m.**

11. **Next Board Meeting: August 13, 2012, at St. John's Church**

2012-07-09_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

July 9, 2012 – 7:00 pm

1. **Call to Order**

2. **Introduction of Minnick Management**

3. **Board Meeting Policies**
   - 3.1 Board Meeting Conduct Policy
   - 3.2 Length of Meeting Time
   - 3.3 Protocol for Acceptance of Agenda Items

4. **Set Agenda**

5. **Approve Meeting Minutes**
   June 18, 2012

6. **Officer and Committee Reports**
   - 6.1 Executive Committee Report
     - 6.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (5 min)
   - 6.2 Managerial Committee Report – AA/LB (5 min)
     - 6.2.1 Fireworks Ban – e-mail/phone voting results
   - 6.3 Project Review Committee Report – AA/RB (1 min)
   - 6.4 Road and Weed Mgmt Committee Report – WS/RS (3 min)
     - 6.4.1 Parcel 81 SG Hansard weed infestation
   - 6.5 Website Committee Report – KH/AA (1 min)

7. **UNFINISHED BUSINESS**
   - 7.1 July Newsletter Draft – AA (5 min)

8. **NEW BUSINESS**
   - 8.1 Project Review – AA/RS
     - 8.1.1 Lot 33-C (SG) - Ladewig – Residence – AA (5 min)
   - 8.2 Managerial Committee – AA/LB
     - 8.2.1 Create Master Plan Committee – AA (3 min)
     - 8.2.2 Review & Update Committee Membership – AA (5 min)

9. **Comment Period for Visiting Landowners**

10. **Adjournment**

11. **Next Board Meeting: August 13, 2012, at St. John's Church**

Glastonbury Landowner's Association

2012 Budget Variance Report

January through June 2012

	Jan - Jun 12	Budget	$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	80.00			
104. Dwelling 2002	60.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	70.00			
108. Dwelling 2006	109.90			
109. Dwelling 2007	145.00			
110. SG Dwelling 2008	159.00			
111. SG Dwelling 2009	218.10			
112. NG Dwelling 2010	332.00			
112. SG Dwelling 2010	343.97			
113. NG Dwelling 2011	1,905.33			
113. SG Dwelling 2011	2,070.10			
114. NG Dwelling 2012	17,164.47	26,454.00	-9,289.53	64.9%
114. SG Dwelling 2012	13,152.40	19,195.00	-6,042.60	68.5%
125. Land Prior to 2000	80.00			
128. Land 2002	60.00			
129. Land 2003	120.00			
130. Land 2004	70.00			
132. Land 2006	109.89			
133. Land 2007	145.00			
134. SG Land 2008	159.00			
135. SG Land 2009	218.09			
136. NG Land 2010	332.02			
136. SG Land 2010	404.83			
137. NG Land 2011	1,905.55			
137. SG Land 2011	2,540.50			
138. NG Land 2012	22,544.46	29,383.00	-6,838.54	76.7%
138. SG Land 2012	23,219.02	33,012.00	-9,792.98	70.3%
150. GAV	4,679.50	9,359.00	-4,679.50	50.0%
160. Finance Chrgs Late Accnts	282.23			
161. Penalties Late Accounts	304.03			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	93,184.39	117,403.00	-24,218.61	79.4%
200. Project Review Fees				
201. Application Fee	50.00	250.00	-200.00	20.0%
202. IF - House	0.00	3,075.00	-3,075.00	0.0%
203. IF - Structures 200/800sf	100.00			
209. IF - Mobile Home	200.00			
Total 200. Project Review Fees	350.00	3,325.00	-2,975.00	10.5%
300. Roads				
301. CUT - Road Paving Loan	578.17	1,300.00	-721.83	44.5%
Total 300. Roads	578.17	1,300.00	-721.83	44.5%
400. Liens				
401. Landowner Filing Fee	56.82			
Total 400. Liens	56.82			
500. Interest Earned				
501. Savings Interest	89.04			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	89.04	78.00	11.04	114.2%
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	11,922.50	16,051.00	-4,128.50	74.3%
804. ChipSeal-5 payments/land	2,026.61	2,759.00	-732.39	73.5%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	17,052.11	21,913.00	-4,860.89	77.8%
Total Income	111,310.53	144,019.00	-32,708.47	77.3%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through June 2012

	Jan - Jun 12	Budget	$ Over Bud...	% of Budget
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	380.29			
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	1,478.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	2,129.92	8,490.00	-6,360.08	25.1%
A03. Contractors - Weed Contrl	0.00	2,000.00	-2,000.00	0.0%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	177.18	600.00	-422.82	29.5%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11C. Sign Posts	223.00			
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	550.18	1,350.00	-799.82	40.8%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	303.33			
A12F. Gemini Road	308.00			
A12I. Pisces Way	616.00			
A12J. Sirius Drive	378.33			
A12K. Taurus Road	611.34			
A12L. Venus Way	308.00			
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	0.00	4,619.50	-4,619.50	0.0%
Chip Seal Investor#3	0.00	1,154.87	-1,154.87	0.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	0.00	12,720.12	-12,720.12	0.0%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	2,525.00	36,219.12	-33,694.12	7.0%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,810.00			
A13E. Leo Lane	740.00			
A13G. Hercules Road	2,230.00			
A13J. Sagittarius Skyway	770.00			
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	5,550.00	14,375.00	-8,825.00	38.6%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.B I.R.S.	127.68			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	129.68			
Total A00. Roads & Weeds	28,447.69	103,674.12	-75,226.43	27.4%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through June 2012

	Jan - Jun 12	Budget	$ Over Bud...	% of Budget
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	16.50			
C00-1 B O'Connell Lawsuit	10,003.43			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	10,019.93	3,000.00	7,019.93	334.0%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	4,002.50	4,837.00	-834.50	82.7%
C00-2.02 Virtual Message/phone	89.70	180.00	-90.30	49.8%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	4,092.20	5,192.00	-1,099.80	78.8%
C00. Community/Complaints				
C01. Contractors	0.00	1,800.00	-1,800.00	0.0%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	0.00	2,845.00	-2,845.00	0.0%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	125.50	500.00	-374.50	25.1%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	125.50	2,490.00	-2,364.50	5.0%
Total D00. Recreation	125.50	2,490.00	-2,364.50	5.0%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
F03. Software	31.70			
F04. Miscellaneous	25.06			
Total F00. Website	56.76	455.00	-398.24	12.5%
G00. Liens				
G01. Lien Filing	84.76	350.00	-265.24	24.2%
G03. Administration	375.00	300.00	75.00	125.0%
G04. Credit Report Research	60.00	500.00	-440.00	12.0%
Total G00. Liens	519.76	1,150.00	-630.24	45.2%
J00. Other Projects				
J03.Policies & Procedures	2,813.50	2,440.00	373.50	115.3%
Total J00. Other Projects	2,813.50	2,440.00	373.50	115.3%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	270.00	5,980.00	-5,710.00	4.5%
K02. Contractors - Bookkeeper	1,980.00	3,600.00	-1,620.00	55.0%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	565.49	950.00	-384.51	59.5%
K07. Postage and Delivery	369.59	1,200.00	-830.41	30.8%
K08. Monthly Board Meetings	2,270.00	2,855.00	-585.00	79.5%
K11. Rent				
K11B. Storage/Boxes	125.00	300.00	-175.00	41.7%
K11. Rent - Other	375.00	240.00	135.00	156.3%
Total K11. Rent	500.00	540.00	-40.00	92.6%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous	99.00			

Glastonbury Landowner's Association

2012 Budget Variance Report

January through June 2012

	Jan - Jun 12	Budget	$ Over Bud...	% of Budget
K19. Quarterly Newsletter	165.00	950.00	-785.00	17.4%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
Total K00. General Operating Expenses	7,818.58	19,015.00	-11,196.42	41.1%
L00. Other Expenses				
L01. Miscellaneous	0.00			
Total L00. Other Expenses	0.00			
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	7.20			
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	14.48	1,690.00	-1,675.52	0.9%
Total Expense	53,908.40	145,276.12	-91,367.72	37.1%
Net Ordinary Income	57,402.13	-1,257.12	58,659.25	-4,566.2%
Net Income	**57,402.13**	**-1,257.12**	**58,659.25**	**-4,566.2%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

August 20, 2012

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1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:07 p.m. at St. John's Church. William gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President, arrived at 7:24 p.m.), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel (arrived at 7:20 p.m.), Ken Haug, Paul Ranttalo, William Smith, Rich Spallone (aka Rich, arrived at 7:12 p.m.).
   ABSENT: Sean Halling, Scott McBride,
   ALSO ATTENDING: Nathan Minnick and James Ruddy (Minnick Management).
   Landowners: Sandra Irby, Daniel and Valery O'Connell.

2. **Set Agenda**

3. **Approve July 9, 2012 Meeting Minutes**
   MOTION: Sheridan motioned and William seconded to approve the July 9, 2012, meeting minutes. **Motion carried unanimously**. Abstentions: Ken Haug who was not present July 9.

4. **Officer and Committee Reports**
   4.1 Executive Committee Report
   4.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports. **MOTION:** Janet motioned and William seconded to approve the July 2012 Treasurer's reports. **Motion carried unanimously.**
   4.1.2 General Liability Policy renewed through Key Insurance – JN
   Janet reported that our General Liability Policy has been renewed through Key Insurance and that they have been given permission to communicate with Minnick Management directly regarding insurance information and payments.

   4.2 Managerial Committee Report
   4.2.1 General items and various projects; Newsletter, Revised Committee List - AA
   Alyssa reported that the newsletter had gone out, and that GLA contact information has been clarified as described in the newsletter. Alyssa mentioned how the GLA's usual voicemail and e-mail address will continue to be used. Alyssa has updated and distributed the latest committee list to the board.

   4.2.2 Document Organizing Project Report – AA
   Alyssa reported on the progress of the organization process and the object of establishing a well-structured, useful system that can be maintained and accessed efficiently while ensuring that important documents are preserved and are accessible to those who need them. A File Organization Project Plan with phases has been drafted with Phase I (gathering and organizing) currently in process. Sandra was invited to discuss the project and share her experience in the field of document organization. Sandra discussed the benefits of how this project will help assist in the operations of the GLA. The Board discussed the locations and gathering of the current GLA documents. Alyssa recommended that the initial phase of scanning and uploading documents should start with the project review files as that is the most manageable and useful category as a first step. The board discussed using the most reliable and secure format for scanning documents. Search-ability for text will be based on cost and reliability. It was noted by Alyssa that some of the original records which were on floppy disks had been disposed of

by the then responsible party due to the belief of the disks were an antiquated, unusable media. Alyssa also reported that the potential timeline for the Board to be able to start searching some of these uploaded documents could be in the next 2–3 months.

4.3 Project Review Committee Report – AA/RB

4.3.1 Forms updating project – AA

Alyssa reported on revisions of the project review forms. Irby Enterprises was contracted to help with this large revamping as approved by the board, however the project is taking longer than initially anticipated due to the complexity of the forms and level of re-working required. Sandra graciously donated $110 of her work through Irby Enterprises to help keep project costs down.
MOTION: Alyssa motioned and Laura second that the project review form updating budget be increased from $200 to $300. Discussion: William questioned if another $100 would take care of finishing the project and Laura agreed. The board discussed the importance of getting this work completed. **AMENDMENT TO THE MOTION**: William motioned and Alyssa seconded to amend the previous motion to increase the budget from $200 to $400. **Motion and Amendment Carried Unanimously.**

4.4 Road and Weed Mgmt Committee Report – WS/RS

Rich reported that there is a weed growth issue in high SG where the Erickson project road work was completed. Rich suggested that two to three sprayings should be done. Rich estimates the cost to be around $1000.00-1500.00 ($500 per application). William suggested a broadleaf mix product to be used once so that grass is not killed as well. William noted that generally, those landowners who do not want to have their property along the GLA road easements sprayed are under obligation to control the weeds themselves. If they fail to do so, the GLA will spray. Laura suggested that information be added to the newsletter to help educate the landowners about this situation. The board discussed that weed control is an ongoing process that needs to be addressed based on the weed growth for specific areas.

William provided an update on crack sealing for NG Asphalt. Materials and Equipment are here and now Paul is awaiting the manpower needed to do the work. The intersection of Jupiter into Capricorn has been completed as well as many road edges to date.

William reported that approximately half of what is typically spent on grading was spent this Spring. With the Spring grading cut short, the committee will need meet to assess the extent of the Fall grading needed in order to be prepared for the weather change in October.

ACTION ITEM: ***Alyssa*** – Contact the Erickson's regarding the need for additional sprayings to be completed at their expense.

4.5 Master Plan Committee Report – LB

Laura gave an update that they are not yet ready to bring in owner involvement pre-mature to the Master Plan document being reviewed by the committee. Laura suggested that the committee bring suggestions to the board to gain the Board's consensus prior to reviewing community input.

4.6 Website Committee Report – KH/AA

Alyssa reported about the update work being done by Rudy Parker and how the basic

File: Mtg Mins 08 20 12
Final Approval 09 20 12

information on the GLA website has now been brought current, and certain areas corrected.

5. UNFINISHED BUSINESS

5.1 Managerial Committee

5.1.1 Board Member Agenda Item Request Form – AA

Alyssa presented the new agenda item request form for use by the board.

5.1.2 Landowner Comments / Questions / Concerns Form – AA

Alyssa reviewed the recommendation that issues brought to the board from landowners be submitted to the appropriate committees for review prior to such items being placed on an agenda. Alyssa presented a new "Landowner Comments/Questions/Concerns" form to be used for this purpose. Richard noted that this procedure is in-line with the goal of making decisions at Board meetings on items that have been worked through by the appropriate committee. William suggested that the form be simplified to one page. **MOTION**: Alyssa motioned and Ken seconded to adopt the Landowner Comments/Questions/Concerns Form as presented with the modifications suggested by William that it be a one-page form. **Motion carried Unanimously.**
ACTION ITEM: ***Alyssa*** – Revise the Landowner Comments/Questions/Concerns form to one page.

6. NEW BUSINESS

6.1 Executive Committee

6.1.1 Set Date for 2013 Budget Meeting – SS

Meeting set for September 6, 2012 at 7:00 p.m. at Sheridan's House.
ACTION ITEM: ***Alyssa*** – Get 2011 Budget from Denise and forward to Board.

6.2 Election Committee – SS

6.2.1 Review timelines for election mailings and materials – AA

Alyssa reported that the initial nomination letter is going out on August 28th.

6.2.2 Updating needed for election materials – AA

The election committee is revising the documents to bring everything current prior to the mail out. Discussion on simplifying candidate information form. Janet noted that all the members up for re-election must submit their forms within the deadline.

6.2.3 Eligibility requirements for voting – AA

Alyssa reported on voting eligibility based on the covenants which state that a member must be in good standing to vote. Alyssa posed the question of whether or not members on payment plans are to be considered eligible or is the interpretation strictly that all dues current means good standing. Alyssa cited covenant section 3.19 "a member in good standing is a member of the association that is current in the payment of all assessments to the association and not in violation of the covenants." Richard noted that being current in the payment of assessments does not apply to payment plans for dues in arrears, but to those who are following the covenants by quarterly payments. Alyssa cited the covenants' definition of how to pay assessments and that they "either be payable as an annual payment by January 31st or quarterly in four equal increments." **MOTION:** William motioned and Sheridan seconded that in order to adhere strictly and specifically to the covenants that we identify a member in good standing as one who is current in the payment of all assessments according to section 3.19 of the covenants. **Motion carried**

unanimously.
ACTION ITEM: ***Laura*** – Contact those on payment plans to explain eligibility requirements based on the covenants.

6.3 Managerial Committee – AA

6.3.1 Policy for Disposition of Original Documents – AA
Alyssa proposed that original documents are not kept by board members and are instead turned into management for safe-keeping of documents. **MOTION**: Alyssa motioned and Sheridan seconded that a policy is adopted for directors to not be storing original GLA documents in their personal possession. **Motion carried unanimously.**

6.3.2 Policy for Setting up URL's and Various Accounts – AA
Alyssa discussed the need to keep accounts owned by the GLA not in personal names but in the Corporation's name. **MOTION**: Alyssa motioned and Gerald seconded that the GLA adopt a policy that various accounts including credit cards, URL's, and other types of accounts be set up in the corporation's name. **Motion carried unanimously.**

6.4 Project Review Committee – AA/RS

6.4.1 Proposal: Project Applications Be Required for Dwellings Regardless of Size
Alyssa discussed the board's current policy that any structure under 200 s.f. is not reviewed by the board, yet this may not be the correct policy for any structure that is to be used as a dwelling due to issues of shared well limitations, etc. **MOTION**: Alyssa motioned and William seconded that a project application be required for all proposed dwellings regardless of size. Discussion on the definitions and requirements of a dwelling including foundations or not. William asked for the citing of Covenant 6.01 which Alyssa read "a site plan and building plan satisfactory to the association must be submitted by a landowner to the association for review and approval prior to beginning construction of any structure, the placing of any mobile home on a parcel or the carrying out of any other project for which review is required by the master plan, these covenants, or any rule or regulation adopted in accordance there with." Discussion by board on the need to look further into this during the review of covenants by the board at a future time. **MOTION Tabled.**

6.5 Payment Plan Proposal - SS.
Sheridan reported on landowner Elizabeth Thorpe's (NG 6-1B) request to waive penalties and interest in exchange for full payment of assessments. **MOTION**: Motion by Sheridan and second by Ken to accept Elizabeth Thorpe's (NG 6-1B) proposal to pay her back dues which became delinquent in 2009 due to mental and physical hardship and hospitalization and that the GLA waive accrued finance charges and accept her payment of actual incurred assessments including lien filing and recording costs. **Motion carried unanimously.**

7. Comment Period for Visiting Landowners
Daniel and Valery O'Connell made comments about various matters.

8. Adjournment at 9:20 p.m

9. Next Board Meeting: September 10, 2012, at St. John's Church

2012-08-20_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 20, 2012 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes**
   July 9, 2012

4. **Officer and Committee Reports**
   - 4.1 Executive Committee Report
     - 4.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (3 min)
     - 4.1.2 General Liability Policy renewed through Key Insurance – JN (1 min)
   - 4.2 Managerial Committee Report
     - 4.2.1 General items, various projects; Newsletter, Revised Committee List – AA (2 min)
     - 4.2.2 Document Organizing Project Report – AA (5 min)
   - 4.3 Project Review Committee Report – AA/RB
     - 4.3.1 Forms updating project – AA (2 min)
   - 4.4 Road and Weed Mgmt Committee Report – WS/RS (3 min)
   - 4.5 Master Plan Committee Report – LB (1 min)
   - 4.6 Website Committee Report – KH/AA (1 min)

5. **UNFINISHED BUSINESS**
   - 5.1 Managerial Committee
     - 5.1.1 Board Member Agenda Item Request Form – AA (1 min)
     - 5.1.2 Landowner Comments/Questions/Concerns Form – AA (1 min)

6. **NEW BUSINESS**
   - 6.1 Executive Committee
     - 6.1.1 Set Date for 2013 Budget Meeting – SS (1 min)
   - 6.2 Election Committee – SS
     - 6.2.1 Review timelines for election mailings and materials – AA (1 min)
     - 6.2.2 Updating needed for election materials – AA (1 min)
     - 6.2.3 Eligibility requirements for voting – SS (2 min)
   - 6.3 Managerial Committee – AA
     - 6.3.1 Policy for Disposition of Original Documents – AA (2 min)
     - 6.3.2 Policy for Setting up URL's and Various Accounts – AA (2 min)
   - 6.4 Project Review Committee – AA/RS
     - 6.4.1 Proposal: Project Applications Be Required for Dwellings Regardless of Size – AA (2 min)

7. **Comment Period for Visiting Landowners**

8. **Adjournment**

9. **Next Board Meeting: September 10, 2012, at St. John's Church**

Glastonbury Landowner's Association

2012 Budget Variance Report

January through July 2012

	Jan - Jul 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	110.00			
104. Dwelling 2002	60.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	120.00			
108. Dwelling 2006	109.90			
109. Dwelling 2007	262.81			
110. SG Dwelling 2008	318.00			
111. SG Dwelling 2009	392.10			
112. NG Dwelling 2010	405.69			
112. SG Dwelling 2010	433.97			
113. NG Dwelling 2011	2,181.39			
113. SG Dwelling 2011	2,205.53			
114. NG Dwelling 2012	18,704.87	26,454.00	-7,749.13	70.7%
114. SG Dwelling 2012	14,463.65	19,195.00	-4,731.35	75.4%
125. Land Prior to 2000	110.00			
128. Land 2002	60.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
132. Land 2006	109.89			
133. Land 2007	262.81			
134. SG Land 2008	477.00			
135. SG Land 2009	685.53			
136. NG Land 2010	405.71			
136. SG Land 2010	848.81			
137. NG Land 2011	2,181.58			
137. SG Land 2011	3,173.17			
138. NG Land 2012	24,247.25	29,383.00	-5,135.75	82.5%
138. SG Land 2012	25,771.77	33,012.00	-7,240.23	78.1%
150. GAV	7,019.25	9,359.00	-2,339.75	75.0%
160. Finance Chrgs Late Accnts	1,581.05			
161. Penalties Late Accounts	430.55			
180. Bad Debt	-1,567.56			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	106,004.72	117,403.00	-11,398.28	90.3%
200. Project Review Fees				
201. Application Fee	146.35	250.00	-103.65	58.5%
202. IF - House	1,076.83	3,075.00	-1,998.17	35.0%
203. IF - Structures 200/800sf	150.00			
205. IF - Well	75.00			
206. IF - Driveway	139.02			
207. IF - Septic	150.00			
209. IF - Mobile Home	200.00			
218. Mileage Impact Fee	314.02			
Total 200. Project Review Fees	2,251.22	3,325.00	-1,073.78	67.7%
300. Roads				
301. CUT - Road Paving Loan	578.17	1,300.00	-721.83	44.5%
Total 300. Roads	578.17	1,300.00	-721.83	44.5%
400. Liens				
401. Landowner Filing Fee	356.82			
Total 400. Liens	356.82			
500. Interest Earned				
501. Savings Interest	105.65			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	105.65	78.00	27.65	135.4%

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Glastonbury Landowner's Association

2012 Budget Variance Report

January through July 2012

	Jan - Jul 12	Budget	$ Over Budget	% of Budget
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	13,459.54	16,051.00	-2,591.46	83.9%
804. ChipSeal-5 payments/land	2,135.83	2,759.00	-623.17	77.4%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	18,698.37	21,913.00	-3,214.63	85.3%
Total Income	127,994.95	144,019.00	-16,024.05	88.9%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	380.29			
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	1,478.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	2,129.92	8,490.00	-6,360.08	25.1%
A03. Contractors - Weed Contrl	0.00	2,000.00	-2,000.00	0.0%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	177.18	600.00	-422.82	29.5%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11C. Sign Posts	315.08			
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	642.26	1,350.00	-707.74	47.6%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	303.33			
A12F. Gemini Road	308.00			
A12I. Pisces Way	616.00			
A12J. Sirius Drive	378.33			
A12K. Taurus Road	611.34			
A12L. Venus Way	308.00			
A12R. NG Crack Sealing	4,000.00			
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	4,619.50	4,619.50	0.00	100.0%
Chip Seal Investor#3	1,154.87	1,154.87	0.00	100.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	5,774.37	12,720.12	-6,945.75	45.4%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	12,299.37	36,219.12	-23,919.75	34.0%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,810.00			
A13E. Leo Lane	740.00			
A13G. Hercules Road	2,230.00			
A13J. Sagittarius Skyway	770.00			
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	5,550.00	14,375.00	-8,825.00	38.6%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through July 2012

	Jan - Jul 12	Budget	$ Over Budget	% of Budget
A16. Employee Expenses				
A16.B I.R.S.	127.68			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	129.68			
Total A00. Roads & Weeds	38,314.14	103,674.12	-65,359.98	37.0%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	16.50			
C00-1 B O'Connell Lawsuit	15,587.06			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	15,603.56	3,000.00	12,603.56	520.1%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	4,642.50	4,837.00	-194.50	96.0%
C00-2.02 Virtual Message/phone	104.65	180.00	-75.35	58.1%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	4,747.15	5,192.00	-444.85	91.4%
C00. Community/Complaints				
C01. Contractors	75.00	1,800.00	-1,725.00	4.2%
C04. Legal Fees	0.00	870.00	-670.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	75.00	2,845.00	-2,770.00	2.6%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	219.78	500.00	-280.22	44.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	219.78	2,490.00	-2,270.22	8.8%
Total D00. Recreation	219.78	2,490.00	-2,270.22	8.8%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
F03. Software	40.65			
F04. Miscellaneous	25.06			
Total F00. Website	65.71	455.00	-389.29	14.4%
G00. Liens				
G01. Lien Filing	84.76	350.00	-265.24	24.2%
G03. Administration	375.00	300.00	75.00	125.0%
G04. Credit Report Research	60.00	500.00	-440.00	12.0%
Total G00. Liens	519.76	1,150.00	-630.24	45.2%
J00. Other Projects				
J03.Policies & Procedures	3,073.50	2,440.00	633.50	126.0%
Total J00. Other Projects	3,073.50	2,440.00	633.50	126.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	270.00	5,980.00	-5,710.00	4.5%
K02. Contractors - Bookkeeper	2,227.50	3,600.00	-1,372.50	61.9%
K03. Contractors - Accountant	0.00	125.00	-125.00	0.0%
K06. Office Supplies	610.99	950.00	-339.01	64.3%
K07. Postage and Delivery	379.79	1,200.00	-820.21	31.6%
K08. Monthly Board Meetings				
K08. Monthly Board Meetings - Other	2,270.00	2,855.00	-585.00	79.5%
Total K08. Monthly Board Meetings	2,270.00	2,855.00	-585.00	79.5%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through July 2012

	Jan - Jul 12	Budget	$ Over Budget	% of Budget
K11. Rent				
K11B. Storage/Boxes	125.00	300.00	-175.00	41.7%
K11. Rent - Other	375.00	240.00	135.00	156.3%
Total K11. Rent	500.00	540.00	-40.00	92.6%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits				
K14. Licenses and Permits - Other	15.00	70.00	-55.00	21.4%
Total K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous				
K18. Miscellaneous - Other	99.00			
Total K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	165.00	950.00	-785.00	17.4%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
K30. Management Expense	1,881.00			
Total K00. General Operating Expenses	10,002.78	19,015.00	-9,012.22	52.6%
L00. Other Expenses				
L01. Miscellaneous	0.00			
Total L00. Other Expenses	0.00			
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	7.20			
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	14.48	1,690.00	-1,675.52	0.9%
Total Expense	72,635.86	145,276.12	-72,640.26	50.0%
Net Ordinary Income	55,359.09	-1,257.12	56,616.21	-4,403.6%
Net Income	**55,359.09**	**-1,257.12**	**56,616.21**	**-4,403.6%**

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5.1.3 Dwelling Assessment per Covenant 11.03 – SS
Sheridan brought up the complaint from Charlene Murphy regarding how the covenants require that all dwellings be assessed, yet guesthouses, which are also dwellings, are not currently being assessed and that this should be corrected. Charlene reported that there are seven lots in South and seven in North that have two homes which were grandfathered in prior to the master plan which are paying their two dwelling assessments. Laura noted that in the case of multiple dwellings on a lot, there would still only be one land assessment. Alyssa mentioned that assessments on dwellings are not based on use. Alyssa recommended that the board include information about this in the October mailing to the membership according to Bylaw Section 11-C - Due Process. Landowner Valery O'Connell spoke from the floor and stated that the Master Plan gives a definition of a guesthouse, and therefore, it is not a dwelling and cannot be assessed. Laura suggested that the assessment allocation be reviewed by legal counsel prior to any action. Richard stated that this item will be tabled in order to gather more information before proceeding.

5.2 Project Review Committee – AA/RS

5.2.1 Revised Project Review Forms – AA
Item tabled.

6. NEW BUSINESS

6.1 Executive Committee

6.1.1 Proposal to form a nominating committee – RB
Richard reported that the board has the power to form a nomination committee to help find qualified candidates for the board. Alyssa stated the bylaws (Article VI, section C) call for the committee to be announced at annual meeting and would consist of 2 directors and 3 members in good standing appointed by the board. Richard noted that if the board likes the idea of utilizing a nominating committee they could look into forming it and finding interested members.

6.2 Managerial Committee – AA

6.2.1 Proposal for Informational Mailing in October – AA
Alyssa reported on the due process required to inform the membership of the board's plans and that at the October meeting, the board will discuss and vote on a draft letter containing information to be sent out to owners regarding items such as the assessment policy and payments, dwelling assessments per covenant 11.03, and the topic of businesses with employees possibly being charged assessments. Laura suggested that time be dedicated at the annual meeting to get owner feedback on these items.

7. Comment Period for Visiting Landowners
Charlene Murphy commented on dwelling assessments and that it sounded like a good idea to get owner feedback at the meeting.

Jeff Ladewig had a question regarding dwelling assessments and if a dwelling was clearly defined in the covenants. Valery O'Connell pointed out covenant 3.12 that defines a dwelling. Jerry Ladewig commented on businesses being charged assessments.

Daniel and Valery O'Connell made comments about various matters and threatened another lawsuit if the board chose to continue working with Minnick Management.

8. **Closed session**
   Further discussion on the recent meeting with the O'Connell's. Updates regarding the O'Connell lawsuits.

   Approval of the August 20, 2012 closed session minutes was tabled for the next meeting.

9. **Adjournment at 9:46 p.m. at St John's Church**

10. **Next Board Meeting: October 15th, 2012, at St. John's Church (Please note: the originally-scheduled meeting for October 15 was rescheduled for October 8, 2012.)**

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

September 17, 2012 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes**
   August 20, 2012

4. **Officer and Committee Reports**
   - 4.1 Executive Committee Report
     - 4.1.1 President's Report: Protocol for Open and Closed Session Meetings – RB (2 min)
     - 4.1.2 Parcel 97 SG – Easement – RB (2 min)
     - 4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS (3 min)
     - 4.1.4 Budget Meeting for 2013 Budget – SS (1 min)
   - 4.2 Managerial Committee Report – AA (5 min)
     - 4.2.1 Update on Document Organizing Project – AA (1 min)
   - 4.3 Project Review Committee Report – AA/RB
     - 4.3.1 Update on Forms Updating Project – AA (1 min)
   - 4.4 Road and Weed Mgmt Committee Report – WS/RS (3 min)
   - 4.5 Election Committee Report – SS (1 min)

5. **UNFINISHED BUSINESS**
   - 5.1 Executive Committee
     - 5.1.1 2013 Draft Budget – SS (5 min)
     - 5.1.2 Assessment Policy – SS (2 min)
     - 5.1.3 Dwelling Assessment per Covenant 11.03 – SS (2 min)
   - 5.2 Project Review Committee – AA/RS
     - 5.2.1 Revised Project Review Forms – AA (2 min)

6. **NEW BUSINESS**
   - 6.1 Executive Committee
     - 6.1.1 Proposal to form a nomination committee – RB (2 min)
   - 6.2 Managerial Committee – AA
     - 6.2.1 Proposal for Informational Mailing in October – AA (2 min)

7. **Comment Period for Visiting Landowners**

8. **Closed session begins**

9. **Adjournment**

10. **Next Board Meeting: October 15, 2012, at St. John's Church**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

September 17, 2012

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1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:21 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Paul Ranttalo, Gerald Dubiel (arrived at 7:20 p.m.)
   ABSENT: Sean Halling, Ken Haug, Scott McBride, William Smith, Rich Spallone.
   ALSO ATTENDING: Nathan Minnick and James Ruddy (Minnick Management).
   Landowners: Jeff & Jerry Ladewig, Charlene Murphy, Ronald Wartman, Daniel and Valery O'Connell; Guest: Danilee Howe.

2. **Set Agenda**

3. **Approve August 20, 2012 Meeting Minutes**
   Janet recalled that under section 4.4, Rich had mentioned needing two to three sprayings at an estimated cost of $1000.00 to $1500.00 based on $500.00 per application. General discussion and concurrence by Board to approve the edit. **MOTION**: Sheridan motioned and Laura seconded to approve the August 20, 2012 meeting minutes with noted edit. **Motion carried unanimously**.

4. **Officer and Committee Reports**
   4.1 Executive Committee Report
   4.1.1 President's Report: Protocol for Open and Closed Session Meetings – RB
   Richard reported that the closed session meeting will now become a continuation of the regular meeting, as advised by attorney, and will be reflected within the regular meeting agenda and minutes.
   Richard reported on a meeting requested by the O'Connells which he and Alyssa attended where they discussed several differences the O'Connells have with the board in the interpretation of the bylaws, and some options to resolve them. There was nothing that the O'Connells had provided in writing, and nothing to report in the form of agreements; further research would have to be done.

   4.1.2 Parcel 97 SG – Easement – RB
   Richard gave a brief history on the easement issue and reported that the board had approved pursuing legal action using attorney Alanah Griffith in order to rectify the access issue at the 8-20-12 closed session. Recent progress is that Alanah has confirmed that the GLA easement is valid and she has issued a demand letter.

   4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports. Sheridan and Richard discussed how bills are reviewed and approved by them prior to payment. **MOTION:** Alyssa motioned and Gerald seconded to approve the August 2012 Treasurer's reports. **Motion carried unanimously.**
   Sheridan also reported that she had visited with Noreen Kaminsky (NG 10-B) and discussed that a lien would need to be filed on her property due to her past due account. The results of the board's e-mail vote to approve the lien filing was 9 in favor and 3 abstentions, and a lien was then filed.

   4.1.4 Budget Meeting for 2013 Budget – SS
   Sheridan reported that the budget meeting held on 9-6-12 was attended by herself,

Alyssa, and Charlene. Alyssa noted that a draft of the budget is to be reviewed later in the meeting.

4.2 Managerial Committee Report – AA

4.2.1 Update on Document Organizing Project – AA

Alyssa reported that the project is moving forward. Denise is getting election procedures drafted to be given to Nathan. Alyssa noted the covenants and bylaws are being studied during the overall project to be sure documents and procedures are in compliance with the governing documents.

4.3 Project Review Committee Report – AA/RB

4.3.1 Update on Forms Updating Project – AA

Alyssa reported that this is a big project, not yet complete but things are going well. When ready, a draft of the new forms will be e-mailed to the board for review.

4.4 Road and Weed Mgmt Committee Report – WS/RS

Paul reported that the material used for crack sealing has been obtained, but work is on hold due to fire restrictions for applying hot tar since high temperatures must be reached. Alyssa reported that she spoke with Rich who said that Adkins Construction is on standby for grading work to be performed once we have had some rain to provide moisture to the road surface.

4.5 Election Committee Report – SS

Sheridan reported that the initial election materials were updated and sent out on August 28 by Minnick Management. Sheridan noted that nominations must be received by September 28 and the next mailing will be going out the first week of October. Nathan reported that to date, one nomination has come in.

5. UNFINISHED BUSINESS

5.1 Executive Committee

5.1.1 2013 Draft Budget – SS

Sheridan presented and Alyssa reviewed the draft 2013 budget. Various differences were discussed and compared with the previous year's budget. The project review category will no longer show income and expenses since these are variable and cannot be projected accurately. The legal section has been increased from $3000 to $5000 to reflect increased activity. Laura noted a storage facility could be needed to house the lawn mower at the recreation land. Paul mentioned that the Quonset hut could be utilized for this purpose. Sheridan and Alyssa reported on the new budgeted management expense that now replaces many of the subcontractor expenses from last year's budget. Richard noted that this is a draft budget for initial review by the board prior to approving a final draft that will be presented at the next meeting.

5.1.2 Assessment Policy – SS

Sheridan and Alyssa reported that the assessment policy drafted in the spring will need to be reviewed at the next board meeting so that this draft policy can be presented to the membership for landowner input. Richard noted that previous boards' interpretations of the covenants regarding how assessments are to be paid are in the process of being updated to more meticulously conform with the covenants.

Glastonbury Landowner's Association

2012 Budget Variance Report

January through August 2012

	Jan - Aug 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	110.00			
104. Dwelling 2002	60.00			
105. Dwelling 2003	120.00			
106. Dwelling 2004	120.00			
108. Dwelling 2006	109.90			
109. Dwelling 2007	262.81			
110. SG Dwelling 2008	318.00			
111. SG Dwelling 2009	392.10			
112. NG Dwelling 2010	509.68			
112. SG Dwelling 2010	433.97			
113. NG Dwelling 2011	2,248.50			
113. SG Dwelling 2011	2,258.87			
114. NG Dwelling 2012	19,861.03	26,454.00	-6,592.97	75.1%
114. SG Dwelling 2012	15,425.92	19,195.00	-3,769.08	80.4%
125. Land Prior to 2000	110.00			
128. Land 2002	60.00			
129. Land 2003	120.00			
130. Land 2004	120.00			
132. Land 2006	109.89			
133. Land 2007	262.81			
134. SG Land 2008	477.00			
135. SG Land 2009	685.53			
136. NG Land 2010	405.71			
136. SG Land 2010	848.81			
137. NG Land 2011	2,352.70			
137. SG Land 2011	3,252.50			
138. NG Land 2012	25,499.02	29,383.00	-3,883.98	86.8%
138. SG Land 2012	28,068.62	33,012.00	-4,943.38	85.0%
150. GAV	7,019.25	9,359.00	-2,339.75	75.0%
160. Finance Chrgs Late Accnts	1,694.49			
161. Penalties Late Accounts	475.42			
180. Bad Debt	-1,567.56			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	112,304.97	117,403.00	-5,098.03	95.7%
200. Project Review Fees				
201. Application Fee	175.00	250.00	-75.00	70.0%
202. IF - House	1,100.00	3,075.00	-1,975.00	35.8%
203. IF - Structures 200/800sf	150.00			
204. IF - Structures Over 800sf	150.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
207. IF - Septic	150.00			
209. IF - Mobile Home	200.00			
218. Mileage Impact Fee	325.00			
Total 200. Project Review Fees	2,475.00	3,325.00	-850.00	74.4%
300. Roads				
301. CUT - Road Paving Loan	578.17	1,300.00	-721.83	44.5%
Total 300. Roads	578.17	1,300.00	-721.83	44.5%
400. Liens				
401. Landowner Filing Fee	406.82			
Total 400. Liens	406.82			
500. Interest Earned				
501. Savings Interest	105.65			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	105.65	78.00	27.65	135.4%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through August 2012

	Jan - Aug 12	Budget	$ Over Budget	% of Budget
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	14,207.39	16,051.00	-1,843.61	88.5%
804. ChipSeal-5 payments/land	2,183.27	2,759.00	-575.73	79.1%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	19,493.66	21,913.00	-2,419.34	89.0%
Total Income	135,364.27	144,019.00	-8,654.73	94.0%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	380.29			
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	1,478.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	2,129.92	8,490.00	-6,360.08	25.1%
A03. Contractors - Weed Contrl	2,568.20	2,000.00	568.20	128.4%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	15,112.64	30,225.00	-15,112.36	50.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	177.18	600.00	-422.82	29.5%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11C. Sign Posts	315.08			
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	642.26	1,350.00	-707.74	47.6%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	303.33			
A12F. Gemini Road	308.00			
A12I. Pisces Way	616.00			
A12J. Sirius Drive	378.33			
A12K. Taurus Road	611.34			
A12L. Venus Way	308.00			
A12R. NG Crack Sealing	4,000.00			
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	4,619.50	4,619.50	0.00	100.0%
Chip Seal Investor#3	1,154.87	1,154.87	0.00	100.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	5,774.37	12,720.12	-6,945.75	45.4%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	12,299.37	36,219.12	-23,919.75	34.0%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	1,810.00			
A13E. Leo Lane	740.00			
A13G. Hercules Road	2,230.00			
A13J. Sagittarius Skyway	770.00			
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	5,550.00	14,375.00	-8,825.00	38.6%
A14. Roads/Common Land Ins	0.00	5,500.00	-5,500.00	0.0%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through August 2012

	Jan - Aug 12	Budget	$ Over Budget	% of Budget
A16. Employee Expenses				
A16.B I.R.S.	143.60			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	145.60			
Total A00. Roads & Weeds	40,898.26	103,674.12	-62,775.86	39.4%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	16.50			
C00-1 B O'Connell Lawsuit	18,288.95			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	18,305.45	3,000.00	15,305.45	610.2%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	5,182.50	4,837.00	345.50	107.1%
C00-2.02 Virtual Message/phone	119.60	180.00	-60.40	66.4%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	5,302.10	5,192.00	110.10	102.1%
C00. Community/Complaints				
C01. Contractors	75.00	1,800.00	-1,725.00	4.2%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	75.00	2,845.00	-2,770.00	2.6%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	219.78	500.00	-280.22	44.0%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	219.78	2,490.00	-2,270.22	8.8%
Total D00. Recreation	219.78	2,490.00	-2,270.22	8.8%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
F03. Software	49.60			
F04. Miscellaneous	25.06			
Total F00. Website	74.66	455.00	-380.34	16.4%
G00. Liens				
G01. Lien Filing	154.76	350.00	-195.24	44.2%
G03. Administration	375.00	300.00	75.00	125.0%
G04. Credit Report Research	60.00	500.00	-440.00	12.0%
Total G00. Liens	589.76	1,150.00	-560.24	51.3%
J00. Other Projects				
J03.Policies & Procedures	3,073.50	2,440.00	633.50	126.0%
Total J00. Other Projects	3,073.50	2,440.00	633.50	126.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	270.00	5,980.00	-5,710.00	4.5%
K02. Contractors - Bookkeeper	2,227.50	3,600.00	-1,372.50	61.9%
K03. Contractors - Accountant	130.17	125.00	5.17	104.1%
K06. Office Supplies	730.09	950.00	-219.91	76.9%
K07. Postage and Delivery	620.84	1,200.00	-579.16	51.7%
K08. Monthly Board Meetings	2,270.00	2,855.00	-585.00	79.5%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through August 2012

	Jan - Aug 12	Budget	$ Over Budget	% of Budget
K11. Rent				
K11B. Storage/Boxes	125.00	300.00	-175.00	41.7%
K11. Rent - Other	375.00	240.00	135.00	156.3%
Total K11. Rent	500.00	540.00	-40.00	92.6%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
K12. Insurance - Other	4,852.76			
Total K12. Insurance	6,193.76	1,342.00	4,851.76	461.5%
K13. Taxes	0.00	317.00	-317.00	0.0%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	345.00	950.00	-605.00	36.3%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
K30. Management Expense	3,827.70			
Total K00. General Operating Expenses	17,472.56	19,015.00	-1,542.44	91.9%
L00. Other Expenses				
L01. Miscellaneous	0.00			
Total L00. Other Expenses	0.00			
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	0.00	400.00	-400.00	0.0%
M05. Refreshments	7.28	200.00	-192.72	3.6%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	7.20			
M08. Copies	0.00	125.00	-125.00	0.0%
Total M00. Annual Meeting/Elections	14.48	1,690.00	-1,675.52	0.9%
Total Expense	86,025.55	145,276.12	-59,250.57	59.2%
Net Ordinary Income	49,338.72	-1,257.12	50,595.84	-3,924.7%
Net Income	**49,338.72**	**-1,257.12**	**50,595.84**	**-3,924.7%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

October 8, 2012

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1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:11 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Gerald Dubiel, Sean Halling, Ken Haug, Paul Ranttalo.
   ABSENT: Scott McBride, Rich Spallone (aka Rich), William Smith
   ALSO ATTENDING: Nathan Minnick and James Ruddy (Minnick Management).
   Landowners: Charlene Murphy, Frances Owen, Daniel and Valery O'Connell.
   Guest: Danilee Howe.

2. **Set Agenda**

3. **Approve September 17, 2012 Meeting Minutes**
   MOTION: Sheridan motioned and Gerald seconded to approve the September 17, 2012 meeting minutes. **Motion carried**. Abstentions: Ken and Sean who were not present September 17th.

4. **Officer and Committee Reports**
   4.1 Executive Committee Report
   4.1.1 President's Report: How landowner document requests are handled – RB
   Richard clarified the process for handing landowner document requests. In accordance with state law and legal counsel, landowners pay for labor and material costs incurred by the GLA in producing requested documents. The current rate for processing these requests through Minnick Management is $25/hr and copies are charged at 10 cents/copy. Alyssa noted that according to state law, landowners must state the particularity of their requests and the information provided to them must be used for such stated purpose by the requesting landowner.

   4.1.2 Parcel 97 SG – Easement – RB
   Richard reported on the progress of the easement access issue being handled with the assistance of Alanah Griffith. Alanah has not yet received a written response to the initial letter of demand however there have been some verbal communications.

   4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports. **MOTION:** Laura motioned and Paul seconded to approve the September 2012 Treasurer's reports. **Motion carried unanimously.**

   4.2 Managerial Committee Report – AA
   4.2.1 Update on Projects – AA
   Alyssa reported that the current focus is getting all the election materials and instructions updated.

   4.3 Project Review Committee Report – AA/RB
   4.3.1 Update on Forms Updating Project – AA
   Alyssa Reported that the project is in process. Due to the big push with the election mailings and annual meeting there is not much to report at this time.

GLA 03099

4.4 Road and Weed Mgmt Committee Report – WS/RS

Paul reported that it is time to take care of grading, however, due to the lack of moisture a water truck will need to be utilized. Road work is a necessity and budgeted funds are available. Paul also reported that at this time approximately 5 to 10 percent of the crack sealing has been completed. The board discussed that due to fire danger grass cutting along roads will not be completed this late in the season.

4.5 Election Committee Report – SS

Sheridan reported that 6 Nominations were received for NG and 4 for SG. The election mailing will be mailed out October 10th and will include the proposed 2013 budget. She also reported that the 2011 receipts/expenditure report will be included in the mailing, and noted that to vote in November owners must be current with assessments and not be on payment plans. She also reported that the O'Connells have requested to be on the Annual Meeting Agenda and this is intended to be reviewed at the November board meeting at which time the agenda will be finalized. Richard inquired about the current set up procedures to which Sheridan noted that set up will occur the night before and all are welcome to help at 7 p.m. at the Emigrant Hall.

5. UNFINISHED BUSINESS

5.1 Executive Committee

5.1.1 2013 Draft Budget – SS

Richard reported that the rough draft of the proposed budget, which was presented at the last meeting, will need to be reviewed and approved at this meeting. **MOTION:** Gerald motioned and Sheridan seconded to approve the proposed 2013 budget. **Motion carried unanimously.**

5.1.2 2011 Receipts and Expenditures report – SS

Sheridan presented the 2011 Receipts and Expenditures report which will be sent to the membership in the October 10th mailing, pointing out that this type of report will now be sent to the membership in January each year in accordance with the Bylaws Article 8-F. Richard discussed the citation at the end of the report which discloses the amount paid on behalf of the association to defend the board members as provided for by state law. **MOTION:** Sheridan motioned and Sean seconded to approve the 2011 Receipts and Expenditures report. **Motion carried unanimously.**

5.1.3 Dwelling Assessment per Covenant 11.03 – SS

Sheridan reported on the review of the complaint from Charlene Murphy regarding dwelling assessments needed for guesthouses which was discussed at the last meeting. Sheridan discussed that legal counsel confirmed that the Covenants define a dwelling and the Master Plan does not change that definition, therefore, a guesthouse qualifies as a dwelling. Sheridan noted that the Bylaws article 12-D state the covenants control in the case of a conflict with the Master Plan. Sheridan discussed that it is in compliance with the Covenants to charge a dwelling assessment for guesthouses because they fit the criteria of a dwelling unit per covenant 3.12. **MOTION:** Sheridan motioned and Gerald seconded that all guesthouses are to be assessed one dwelling assessment per dwelling unit per covenant 11.03 to take effect January 1st, 2013 and to be announced in the November mailing. **Motion carried.** (Abstentions: Laura Boise.) Alyssa noted that this is going out in the mail for the purpose of gathering feedback from the membership prior to being put in place.

GLA 03100

5.2 Project Review Committee – AA/RS

5.2.1 Revised Project Review Forms – AA

Item tabled.

5.3 Managerial Committee – AA

5.3.1 Details of Informational Mailing in November – AA

Alyssa reported that an informational mailing will be sent out to the membership that will announce the new directors as well as provide information regarding the draft assessment policy so that the membership knows what is coming up for 2013. This mailing would also provide information on the guesthouse dwelling assessment in order to allow for owner feedback prior to the assessment being put in place. This informational mailing will be discussed further at the November board meeting prior to anything being sent out to the membership after the election.

5.4 PVRC Update – LB

Laura reported that the sprinklers had been scheduled for winterization ahead of time, and she is in communication with the contractor who performs this service already; the GLA is on the waiting list. Laura also discussed the need for a small storage shed for the lawn mower, and there are budgeted funds available for this. A small storage unit could be purchased and delivered.

ACTION ITEM: ***Laura*** – Research storage shed options and e-mail the board with details in order for a vote to be taken on the item.

6. NEW BUSINESS

6.1 Project Review Committee

6.1.1 Ross and Monique Brunson (10-E NG) – Addition to residence – AA

Alyssa described the project and how the fees from the Brunson's previous project submittal will be applied to this project since they were not able to proceed with the initial plans of removing the single-wide manufactured home and replacing it with a double-wide. The existing single-wide home will be added onto instead. Alyssa verified that there are no variances being requesting for this project.

MOTION: Alyssa motioned and Sean seconded that the application for Ross and Monique Brunson, Lot 10-E NG, be approved with the conditions that: 1) disturbed land be reseeded, 2) electrical permits be acquired, and that the GLA refunds the overpayment of their project fees in the amount of $50.00. **Motion carried.** Abstentions: Paul.

6.1.2 Barbara Dowbenko (1-B NG) residence – AA

Alyssa presented the project application describing how the previous home had burned down and the new house will be located in the same area using the same septic, drainfield and utilities. Alyssa noted that there could be an application for a garage in the future that would be subject to a new project review. **MOTION:** Alyssa motioned and Sean seconded that the residence application for Barbara Dowbenko, Lot 1-B NG, be approved with the following conditions: 1) the necessary permits be acquired; 2) disturbed land be reseeded. **Motion carried.** Abstentions: Paul.

7. **Comment Period for Visiting Landowners**

   Frances commented about livestock that had come onto her property and she had gotten help with fencing repair.

   Daniel & Valery O'Connell made comments about various matters.

8. **Closed session**

   Richard reported on the O'Connell lawsuits.

   The board discussed the annual meeting and Alanah's possible attendance.

9. **Adjournment at 9:46 p.m.**

10. **Next Board Meeting: November 5, 2012, at St. John's Church (Please note: the originally-scheduled meeting for November 5 was rescheduled for November 7, 2012.)**

2012-10-08_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

October 8, 2012 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes**
   September 17, 2012

4. **Officer and Committee Reports**
   - 4.1 Executive Committee Report
     - 4.1.1 President's Report: How landowner document requests are handled – RB (2 min)
     - 4.1.2 Parcel 97 SG – Easement – RB (1 min)
     - 4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 4.2 Managerial Committee Report – AA (5 min)
     - 4.2.1 Update on Projects – AA (1 min)
   - 4.3 Project Review Committee Report – AA/RB
     - 4.3.1 Update on Forms Updating Project – AA (1 min)
   - 4.4 Road and Weed Mgmt Committee Report – WS/RS (3 min)
   - 4.5 Election Committee Report – SS (1 min)

5. **UNFINISHED BUSINESS**
   - 5.1 Executive Committee
     - 5.1.1 2013 Draft Budget – SS (5 min)
     - 5.1.2 2011 Receipts and Expenditures report – SS (2 min)
     - 5.1.3 Dwelling Assessment per Covenant 11.03 – SS (2 min)
   - 5.2 Project Review Committee – AA/RS
     - 5.2.1 Revised Project Review Forms – AA (1 min)
   - 5.3 Managerial Committee – AA
     - 5.3.1 Details of Informational Mailing in November – AA (2 min)

6. **NEW BUSINESS**
   - 6.1 Project Review Committee
     - 6.1.1 Ross and Monique Brunson (10-E NG) – Addition to residence – AA (2 min)
     - 6.1.2 Barbara Dowbenko (1-B NG) residence – AA (2 min)

7. **Comment Period for Visiting Landowners**

8. **Closed session begins**

9. **Adjournment**

10. **Next Board Meeting: November 5, 2012, at St. John's Church**

2012-11-07_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *FINAL*

November 7, 2012

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:02 p.m. at St. John's Church. Laura gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Rich Spallone (aka Rich), Scott McBride, Paul Ranttalo, Gerald Dubiel (arrived at 7:26 p.m.)
   ABSENT: William Smith, Sean Halling, Ken Haug.
   ALSO ATTENDING: Nathan & Lindsay Minnick (Minnick Management, Inc).
   Landowners: Charlene Murphy, Frances Owen, Daniel and Valery O'Connell.
   Guest: Danilee Howe.

2. **Set Agenda**

3. **Approve October 8, 2012 Meeting Minutes**
   Motion: Sheridan motioned and Laura seconded to approve the October 8, 2012 minutes with grammatical edits. **Motion carried.** Abstentions: Scott and Rich who were not present October 8th.

4. **Officer and Committee Reports**
   4.1 Executive Committee Report
   4.1.1 October 24, 2012 President's Letter to Members – RB
   Richard noted that there had been a unanimous vote and approval via e-mail by the Board to send out the Presidents Letter to the membership.

   4.1.2 Professional Liability Insurance – RB
   Richard noted that there had been a unanimous vote and approval via e-mail by the Board to submit the latest lawsuits to the liability insurance adjuster.

   4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports. **MOTION:** Alyssa motioned and Laura seconded to approve the October 2012 Treasurer's reports. **Motion carried unanimously.**

   4.2 Managerial Committee Report – AA
   4.2.1 Update on Projects – AA
   Alyssa reported on the election materials being put together and training of Minnick Management in handling the annual meeting and elections.

   4.2.2 Minnick Trial Period – AA
   Alyssa reported that the management trial period was due to expire at the end of November and that a vote on continuing service would be made at December's meeting. Various board members reflected that they have had a positive experience to date working with Minnick Management.

   4.2.3 James Kozlik request to streamline covenants and bylaws – AA
   Alyssa reported on a conversation with James Kozlick regarding his expressed interest in helping with the process of streamlining covenants and bylaws. She noted that he would be contacted by the committee after the process is reviewed.

   4.3 Project Review Committee Report – AA/RS
   4.3.1 Parcels 90 & 91 SG – Erickson Variance Withdrawal – AA
   Alyssa reported that the Erickson's have withdrawn their variance project and will now just complete the two allowed houses in accordance with the master plan. Currently they have no plans for construction on Parcel 90. She noted that now that

GLA 03106

there is no longer a variance, the association has lost the conditions and requirements that had previously been negotiated. Richard noted that with the two current homes there are no variances.

4.4 Road and Weed Mgmt Committee Report – WS/RS

4.4.1 Grading Update – WS

Rich reported that the grading work has been completed.

4.4.2 Crack Sealing Update – WS

Paul reported that the crack sealing has been completed.

4.4.3 Request from Tim Brockett to discuss road problems in High South – RB

Richard reported that Tim had requested to discuss road problems in High South at the board meeting. Richard spoke to Tim about needing to first speak with the road committee prior to bringing the issue to the entire board, and that he understood the process. Rich noted that he has had an initial conversion with Tim and that he will be notified when the next road committee meeting takes place.

4.5 Recreation Land Update – LB

Laura presented storage shed options that could be purchased for use at the recreation land for lawnmower & utility storage. Two sizes were discussed by the Board, and with a current sale price on the larger one, the costs were comparable. Laura recommended the larger version as it would provide more utility for the cost. Alyssa noted that the larger version would better fit the current architectural style of the already existing building. The board discussed the best type of foundation to assure longevity of the structure. **MOTION:** Laura motioned and Sheridan seconded that the amount the PVRC has left in the budget for 2012 to be allocated to the purchase and installation of the larger 8' x 12' storage shed. **Motion carried unanimously.**

5. UNFINISHED BUSINESS

5.1 Executive Committee

5.1.1 Parcel 97 - Kathleen Ramp - Easement Issues – RB

Richard reported on the easement currently blocked and the progress being made. Kathleen's attorney passed on her concern of weeds along the easement and her desire for abatement to be done by the GLA. Rich noted that the entire property is infested with Russian thistle. The board discussed that Kathleen would need to get control over the weeds currently on her land. The board discussed parking and if it is possible to turn a vehicle around once through the easement and on forest service property. It was noted that the purpose of the easement is to access GLA common land and forest service property. Richard discussed that Kathleen desired to keep a combination lock on the gate that would be changed periodically. Richard gained the consensus of the Board to have our attorney respond that the GLA agrees to handle weed abatement in the easement, and that a combination lock is to be used on the gate with the code being changed once a year, and the membership will be informed of the code in the annual January mailing.

5.1.2 Assessment Policy Draft – SS

Sheridan presented the assessment policy draft that was initially discussed in February and March. Alyssa reported this current draft is more complete and clear and is an example of what could be sent out to the membership for feedback. Alyssa reviewed the various points in the draft, bringing attention to how a 30-day period would be more appropriate than one week for a collection warning letter to be sent after a lien is filed. There was general consensus by the board to make this

change. Additional edits recommended were "that landowners must resubmit annually to qualify for hardship reductions" and that accounts qualifying for collections would be "turned over to a collection process". **MOTION:** Alyssa motioned and Paul seconded that the assessment policy draft for November 7th, 2012 be accepted as a form to be presented to the membership for input prior to adoption and will include the edits made at this meeting. **Motion carried unanimously. (Note unanimous agreement to amend edit under item 6.1.2.)**

5.2 Managerial Committee

5.2.1 Informational Mailing in November – AA

Alyssa reported on the information mailing being sent to the ownership and noted how it will cite the covenants regarding the assessment of dwelling units.

6. NEW BUSINESS

6.1 Executive Committee

6.1.1 Lot 24-B NG - Gail and Robert Quarles - Lien Payoff Proposal – SS

Sheridan presented the proposal regarding the Quarles past due account of $11,337.45 and how there is an offer to bring the account current by paying off the principal, $4,970 and a reduced amount of interest. Alyssa used a cost-of-living analysis to figure the adjusted value of the past due principal plus actual costs, which gave a total of $7,070. The board discussed how it would be in the best interest of the association to make this collection rather than risk potentially losing the association's funds. **MOTION:** Scott motioned and Laura seconded to accept $7,070 as it is in the best interest of the association. This would be $4,970 principal, a $2,000 cost of living addition, and $100 for lien filing and release fees. **Motion carried with 7 in favor, 2 opposed.**

6.1.2 Frances Owen - Parcel 95 SG - Assessment Reduction Request – SS

Sheridan presented Frances Owen's request for assessment reduction and her qualification from the county for an 80% reduction in her property taxes. The board discussed how the GLA has not previously granted any more than a 50% reduction in assessments. **MOTION:** Sheridan motioned and Alyssa seconded to grant Frances Owen a 50% reduction in her assessments with the proof that she qualifies for an 80% reduction in county taxes and to reapply annually to qualify for the reduction. It was noted that many of the membership qualifies for reductions in property taxes and that using this as a basis to reduce assessment fees would be detrimental to the association. It was noted that because of the importance of this issue further research and counsel should be sought prior to making a decision on this issue. **Sheridan withdrew her motion and the item was tabled.** The board unanimously agreed to remove the reduction request information from the assessment policy draft until research and advice from counsel is complete.

6.2 Election Committee – Annual Meeting

6.2.1 Review/discuss reports to be given at Annual Meeting – SS

The board discussed and reviewed the presentation of reports to be given at the annual meeting.

6.2.2 Annual Meeting Agenda – RB

The board reviewed the agenda and discussed the flow of items to be presented as well as the best timing for candidate presentations. The board concurred to edit agenda item #4 to allow candidates 3 minutes each for presentations. The board discussed the O'Connell's request to be allowed time on the agenda and concurred to add their item as #10.

6.2.3 Review assignments for Minnick, board and volunteers – SS/NM
Sheridan discussed how the sign-in and ballot process will be conducted as well as the flow of operations related to volunteers and management to help conduct the meeting.

6.2.4 Review handouts for meeting and timeline for submitting for copies to be made – SS/NM
Alyssa noted that handouts for committee reports must be submitted to management to make copies by Friday morning.

6.3 Project Review Committee – AA/RS

6.3.1 Lot 32-A-2 SG – Pinardo Storage Building – AA
Alyssa presented Pedro Pinardo's project review application for the installation of a storage building adjacent to the existing house on Lot 32-A-2 SG. She noted Pedro's request for the sanitation bond to be reduced from $200 to $100 due to the small scope of the project. Gerald reported that all setbacks have been met under this proposed application. **MOTION:** Alyssa motioned and Sheridan seconded to approve the storage building for Perdo Pinardo Lot 32-A-2 SG and variance request with the conditions that disturbed land be reseeded and that if electrical were to be installed in the future, he would obtain an electrical permit. **Motion carried unanimously.**

6.4 Managerial Committee

6.4.1 Information requests - develop form – AA
Alyssa requested the permission of the board to develop an information request form, to be reviewed and approved by the board before use, for owners to fill out when requesting information from the GLA. The form would include basic information about the request and the particularity of the purpose the information was to be used for. Richard called the question and it was noted that it was the will of the board to proceed with a draft.

6.4.2 Purpose of Newsletter and content; contributions from landowners – AA
Alyssa asked for clarification of the board's position on the intended use of the newsletter and noted that some owners, from time to time, have requested to add personal announcements to the newsletter. The board concurred that it is to be used only to send information related to the association's operations and updated information to the membership.

7. Comment Period for Visiting Landowners
Daniel and Valery O'Connell made comments on various matters.

8. Adjournment at 9:29 PM

9. Closed session
Richard reported on the Liability Insurance policy's coverage and the O'Connell lawsuits.

10. Next Board Meeting: December 10, 2012, at St. John's Church (Please note: the originally-scheduled meeting for December 10 was rescheduled for December 17, 2012.)

2012-11-07_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

November 7, 2012 – 7:00 pm

1. **Call to Order**
2. **Set Agenda**
3. **Approve Meeting Minutes** - October 8, 2012
4. **Officer and Committee Reports**
   - 4.1 Executive Committee Report
     - 4.1.1 October 24, 2012 President's Letter to Members – RB (2 min)
     - 4.1.2 Professional Liability Insurance – RB (3 min)
     - 4.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 4.2 Managerial Committee Report – AA
     - 4.2.1 Update on Projects – AA (2 min)
     - 4.2.2 Minnick Trial Period – AA (1 min)
     - 4.2.3 James Kozlik request to streamline covenants and bylaws – AA (1 min)
   - 4.3 Project Review Committee Report – AA/RS
     - 4.3.1 Parcels 90 & 91 SG – Erickson Variance Withdrawal – AA (1 min)
   - 4.4 Road and Weed Mgmt Committee Report – WS/RS
     - 4.4.1 Grading Update – WS (1 min)
     - 4.4.2 Crack Sealing Update – WS (1 min)
     - 4.4.3 Request from Tim Brockett to discuss road problems in High South – RB (1 min)
   - 4.5 Recreation Land Update – LB (2 min)
5. **UNFINISHED BUSINESS**
   - 5.1 Executive Committee
     - 5.1.1 Parcel 97 - Kathleen Ramp - Easement Issues – RB (3 min)
     - 5.1.2 Assessment Policy Draft – SS (5 min)
   - 5.2 Managerial Committee
     - 5.2.1 Informational Mailing in November – AA (3 min)
6. **NEW BUSINESS**
   - 6.1 Executive Committee
     - 6.1.1 Lot 24-B NG - Gail and Robert Quarles - Lien Payoff Proposal – SS (4 min)
     - 6.1.2 Frances Owen - Parcel 95 SG - Assessment Reduction Request – SS (2 min)
   - 6.2 Election Committee – Annual Meeting
     - 6.2.1 Review/discuss reports to be given at Annual Meeting – SS (2 min)
     - 6.2.2 Annual Meeting Agenda – RB (2 min)
     - 6.2.3 Review assignments for Minnick, board and volunteers – SS/NM (3 min)
     - 6.2.4 Review handouts for meeting and timeline for submitting for copies to be made – SS/NM (1 min)
   - 6.3 Project Review Committee – AA/RS
     - 6.3.1 Lot 32-A-2 SG – Pinardo Storage Building – AA (2 min)
   - 6.4 Managerial Committee
     - 6.4.1 Information requests - develop form – AA (1 min)
     - 6.4.2 Purpose of Newsletter and content; contributions from landowners – AA (2 min)
7. **Comment Period for Visiting Landowners**
8. **Adjournment**
9. **Closed session**
10. **Next Board Meeting: December 10, 2012, at St. John's Church**

2012-12-17_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

December 17, 2012

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1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:07 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Laura Boise (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Alyssa Allen, Rich Spallone (aka Rich), William Smith, Paul Ranttalo, Gerald Dubiel.
   ABSENT: Sean Halling, Ken Haug, Scott McBride.
   ALSO ATTENDING: Nathan & James (Minnick Management, Inc.)
   Landowners: Charlene Murphy, Daniel and Valery O'Connell, Ron Wartman, Kristy & Alan Peake. Guest: Ed Dobrowski.

2. **Set Agenda**

3. **Approve November 7, 2012 Meeting Minutes**
   Motion: Sheridan motioned and Laura seconded to approve the November 7th, 2012 minutes with grammatical edits. **Motion carried.** Abstentions: William who was not present Nov. 7th.

4. **Officer and Committee Reports**
   4.1 Executive Committee Report
   4.1.1 Change of Lawyers to Brown Law Firm – RB
   Richard reported that there had been a unanimous vote of approval by the board via e-mail to change legal representation for the two most recent O'Connell lawsuits to the Brown Law Firm.

   4.1.2 Proposed Insurance Agent change to Key Ins. for USLI and RPS – RB
   Alyssa presented the request to have Key Insurance, the current insurance agent for the GLA's general liability policy with RPS, become the agent for the policy with USLI as well. The proposed administrative change will not alter the actual policies. **MOTION:** Janet motioned and Sheridan seconded to approve Key Insurance as the designated agent for both the USLI and RPS Insurance policies. **Motion carried unanimously.**

   4.1.3 Parcel 97 SG - Kathleen Ramp - Easement Update – RB
   Richard noted that there were no new updates at this time to report.

   4.1.4 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports. **MOTION:** Alyssa motioned and William seconded to approve the November 2012 Treasurer's reports. **Motion carried unanimously.**

   4.1.5 Lot 10-B NG – Kaminski Sale & Past Due Balance Collected – SS
   Sheridan reported that Norene Kaminiski's property had sold and the GLA was able to collect the full $1,389.36 owed at closing due to the property lien filed.

   4.2 Election Committee – Review Annual Meeting and Election Results – SS
   Sheridan reported that the election process and volunteer crew efforts went well. Alyssa noted that there was a lot of good landowner input. Richard noted that the election results should be attached to the minutes and the board concurred. **(Attachment)**

   4.3 Managerial Committee Report
   4.3.1 VoiceNation Setup & Possible Additional Extensions – AA
   In an effort to increase communication with landowners, Alyssa reported that she researched options available with the VoiceNation service and was able to setup extensions whereby snowplow operators can now post announcements that may be accessed by landowners for timely road condition information and meeting dates.

GLA 03113

Alyssa informed the board that other extensions could be setup as the board deemed necessary in the future.

4.3.2 November Newsletter & Assessment Policy – AA
Alyssa reported that the November newsletter went out to the membership, mentioning the plan to assess guesthouses starting in 2013, and included the assessment policy draft for the purpose gaining landowner feedback prior to enacting these policies. It was noted that no landowner feedback has been received.

4.4 Road and Weed Mgmt Committee Report – WS/RS
William reported on the Road Committee meeting held on December 17th, 2012 at 6 p.m. at which Sheridan, Paul, Rich & William were in attendance as well as Charlene Murphy. The following topics were discussed:

a) Sand is stored in the Quonset building and trucks are being loaded with sand on a regular basis.
b) William reported on a landowner inquiry regarding Rich Spallone's hourly rate of $75/hour for snow removal. He discussed how the rate is based on a contractor providing and repairing their own equipment, carrying insurance, etc. vs. the GLA paying an employee an hourly rate, covering insurance, repairs, operating expenses, and payroll taxes which is approximately a wash. He noted the savings of time in regard to Rich's ability to start on site and plow down from high South vs. paying time for employees to travel up to high South to start. He contacted the owner with this information and they understood the difference and were satisfied with the choice to hire a contractor for the reasons described.
c) William reported on an invoice submitted by a landowner for shoveling sand onto a stretch of road without securing prior approval of the Road Committee. It was noted that in addition to needing prior approval, workers must meet the qualifications of either a general contractor or employee for liability reasons.
It was suggested that George Hurst, a mechanic, be hired to make repairs to plow equipment and vehicles and it be brought to the GLA Board. **MOTION by GLA Board:** William motioned and Alyssa seconded to hire George Hurst as a GLA employee for the purpose of maintaining snow plow trucks at the rate of $12/hour as a seasonal employee. **Motion carried unanimously.** The board noted that they will also offer information regarding this position and it's availability to the community.
d) William reported that after a review of expenditures, they would request that any remaining road budget funds for 2012 be earmarked for road fund savings in preparation of upcoming expenses. **MOTION by GLA Board:** William motioned and Rich seconded that any unspent 2012 road budget funds remain earmarked for road projects in the 2013 season. **Motion carried unanimously.**
e) William reported that magnesium chloride and road gravel estimates will be looked into for upcoming road maintenance.
f) William reported that the Road Committee would like to schedule a community wide road meeting to gain input from the landowners which could be announced in the GLA newsletter once scheduling is completed.

4.5 Recreation Land Report – LB
Laura reported that a letter was received regarding the current involuntary dissolution status of the PVRC as noted from the Secretary of the State. She also reported that due to the cold, the storage building has not yet been installed.

5. UNFINISHED BUSINESS

5.1 Executive Committee

5.1.1 Parcel 95 SG – Owen Assessment Reduction Request – SS

The board continued discussion on Frances Owen's assessment reduction request that had been tabled at the previous meeting until more findings could be presented. Alyssa reviewed how the board had considered allowing a reduction of assessments if the applicant qualified for a reduction in their property taxes, yet it had become clear that is a category that many would qualify for. It was noted that an assessment reduction is not standard practice for homeowners associations and could be a harmful precedent to set for the GLA. The board discussed that it would not be in the best interest of the GLA to have an open policy for reductions. **MOTION:** Alyssa motioned and Rich seconded that the GLA not approve Frances Owen's request for an assessment reduction due to the fact that it would be injurious to the rest of the community to do so per covenant 12.01. **Motion carried unanimously.**

5.1.2 Parcel 103 SG – Determine if Easement Access Blocked - AA
Alyssa reported that there may be a fence or gate blocking this easement and this should be verified. William noted the reason this easement exists was that prior to Hercules Drive being built, it was the access route to high south. At this time, there may not be any concern with this easement being blocked as it does not provide access to an existing road.

5.2 Managerial Committee

5.2.1 Minnick Trial Period and Renewal – AA
Richard noted that the trail period with Minnick Management, Inc. has passed. Alyssa presented the draft of the renewal contract. Richard noted that the last contract was for a 6-month period and the renewal is ongoing with a 60-day termination clause to rescind the contract. Alyssa reported that if the contract is renewed, in order to provide efficiency, an additional checking account would be opened in Bozeman for deposits with officers being the signers. Minnick Management will continue not to be signers on accounts. She discussed how management should be CC'd on e-mail discussions to keep them in the loop and to communicate new items to them to assist the GLA in the preparation of agendas. Richard noted that part of the original purpose to hire management was to consolidate all the hired administrative contractors. **MOTION:** Sheridan motioned and Paul seconded to approve the proposed Minnick Management contract for renewal. **Motion carried unanimously.**

6. NEW BUSINESS

6.1 Orientation for New Board

6.1.1 Establish Officers, Committees, Committee Chairs and Members – RB
The Board reviewed the current committee list. **MOTION:** Alyssa motioned and Sheridan seconded that the board continue with the existing committees as outlined in the July 10, 2012 committee list with the change that Janet Naclerio be co-chair with Laura Boise on the community committee. **Motion carried unanimously.**
Richard was nominated to continue as President. Alyssa was nominated as Vice President. Sheridan was nominated to continue as Treasurer. Janet was nominated to continue as Secretary. Laura, acting as chair, called for the vote of approval for the nominated officers. **Nominations carried unanimously.**
MOTION: William motioned and Rich seconded that the executive committee be edited to reflect the change in Vice Presidency. **Motion carried unanimously.**

6.1.2 Determine Board Meeting Dates for 2013 and Annual Meeting – AA
The board reviewed the proposed meeting dates for 2013. **MOTION:** Laura motioned and Alyssa seconded to approve the following meeting dates for the 2013 board meetings: Jan 14, Feb 11, March 11, April 8, May 13, June 10, July 15,

Aug 12, Sept 9, Oct 7, Nov 4, Dec 9 AND November 9th for the annual meeting at Emigrant Hall. **Motion carried unanimously.** William and Rich then set the community road meeting for Monday, January 21st with the board's approval.

6.2 Executive Committee

6.2.1 Year-end Bank Totals Report – SS/AA

With the board's approval, Alyssa invited Charlene Murphy to present a historical year-end bank total report she produced on her own time which showed … for the designated savings fund balances which could be used for passing on more information to landowners.

6.3 Managerial Committee

6.3.1 Proposal for landowner input at meetings and time keeper – AA

Alyssa recollected that at the annual meeting, landowners had requested the option of being able to give input to the board at the beginning of the meeting. As a way to make this feasible without using up too much time as this had in the past, Alyssa presented the option of using a timer for each landowner's input, and demonstrated a timing device that the GLA could purchase. However, if seeking an agenda item or discussion, landowners will still need to submit the inquiry a couple of weeks ahead of the meeting so it may first be handled by the appropriate committee. Richard expressed the importance of allowing requests to be handled at committee level so items which end up on the agenda are fully researched prior to board meetings. **MOTION:** Sheridan motioned and William seconded that the board accept the proposal to purchase the timer and to provide landowner input not to exceed 3 minutes each at the beginning of the board meeting. **Motion carried unanimously.**

6.3.2 Updating of records for accurate assessments – AA

Alyssa presented the need to keep updated landowner records and that if a property is in question, board members are to get the information to management for initial county record research. The board mentioned some new landowners and the status of Welcome Packets. **Action Item – Janet & Laura** to work on welcome packets.

6.3.3 Linda Ulrich proposal for meeting to discuss governing documents – AA

Alyssa reported on Linda Ulrich's request regarding landowners interested in meeting with the board and reviewing the GLA governing documents. Ron Wartman stated that he is part of the group and that they may first need to have specific ideas to bring to the board. The board agreed on the importance of the group first solidifying their thoughts. **Action item - Laura** to respond back to Linda to have the group solidify their thoughts prior to requesting a meeting.

7. Comment Period for Visiting Landowners

Ed Dobrowski asked about bidding on future work to the Quonset hut.
Ron Wartman inquired about indicating other financial amounts in the January newsletter.
Alan Peake inquired about getting his assessment statements via e-mail.
Daniel and Valery O'Connell made comments on various matters.

8. Adjournment at 10:10 p.m.

9. Closed session.

9.1 Discussion of lawsuits – RB/Board

Richard reported on and the board discussed the O'Connell lawsuits.

10. Next Board Meeting: January 14, 2013, at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

December 17, 2012 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** - November 7, 2012

4. **Officer and Committee Reports**
   - 4.1 Executive Committee Report
     - 4.1.1 Change of Lawyers to Brown Law Firm – RB (1 min)
     - 4.1.2 Proposed Insurance Agent change to Key Ins. for USLI and RPS – RB (2 min)
     - 4.1.3 Parcel 97 SG - Kathleen Ramp - Easement Update – RB (1 min)
     - 4.1.4 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 4.1.5 Lot 10-B NG – Kaminski Sale & Past Due Balance Collected – SS (1 min)
   - 4.2 Election Committee – Review Annual Meeting and Election Results – SS (2 min)
   - 4.3 Managerial Committee Report
     - 4.3.1 VoiceNation Setup & Possible Additional Extensions – AA (2 min)
     - 4.3.2 November Newsletter & Assessment Policy – AA (1 min)
   - 4.4 Road and Weed Mgmt Committee Report – WS/RS (8 min)
   - 4.5 Recreation Land Report – LB (2 min)

5. **UNFINISHED BUSINESS**
   - 5.1 Executive Committee
     - 5.1.1 Parcel 95 SG – Owen Assessment Reduction Request – SS (2 min)
     - 5.1.2 Parcel 103 SG – Determine if Easement Access Blocked - AA (1 min)
   - 5.2 Managerial Committee
     - 5.2.1 Minnick Trial Period and Renewal – AA (5 min)

6. **NEW BUSINESS**
   - 6.1 Orientation for New Board
     - 6.1.1 Establish Officers, Committees, Committee Chairs and Members – RB (2 min)
     - 6.1.2 Determine Board Meeting Dates for 2013 and Annual Meeting – AA (2 min)
   - 6.2 Executive Committee
     - 6.2.1 Year-end Bank Totals Report – SS/AA – 3 min
   - 6.3 Managerial Committee
     - 6.3.1 Proposal for landowner input at meetings and time keeper – AA (3 min)
     - 6.3.2 Updating of records for accurate assessments – AA (2 min)
     - 6.3.3 Linda Ulrich proposal for meeting to discuss governing documents – AA (2 min)

7. **Comment Period for Visiting Landowners**

8. **Adjournment**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Next Board Meeting: January ___(TBD), 2013, at St. John's Church**

Glastonbury Landowners Association

Newsletter ~ November 2012

Annual Meeting & Elections Update

Despite snowy conditions, our November 10, 2012 Annual Meeting and Elections was well attended. Minnick Management assisted in handling the many duties required to hold the meeting and run the elections, along with board members and numerous volunteers. We offer our sincere appreciation and thanks for all of their hard work and community spirit!

We welcome the following directors and ombudsmen who were elected to serve two-year terms on the Glastonbury Board of Directors, and one-year terms for Ombudsmen:

North Glastonbury	South Glastonbury
Gerald Dubiel	Alyssa Allen
Janet Naclerio	Laura Boise
Sheridan Stenberg	Rich Spallone

Specific voting results for directors are as follows:

Donna Andersen: 52	Alyssa Allen: 65
Gerald Dubiel: 64	Laura Boise: 45
Janet Naclerio: 62	Tim Brockett: 31
Daniel O'Connell: 9	Rich Spallone: 55
Valery O'Connell: 8	
Sheridan Stenberg: 68	
Bob Wallace: 1	
Ron Wartman: 1	

Ombudsmen elected are:

Miriam Barker: 58 (1 write-in received 1 vote for SG)
Hettie Wortelboer: 75 (no write-in votes for NG)

These volunteer positions are a way that landowners can participate in bettering our community, and we thank all who ran for election for being willing to serve.

Kenneth Haug, Paul Ranttalo and William Smith from North Glastonbury; and Richard Bolen, Sean Halling and Scott McBride from South Glastonbury are completing the remainder of their two-year terms.

Officer and committee chair positions as well as the 2013 Board Meeting Schedule will be announced in our next newsletter.

Note: Each membership interest is allowed to cast one ballot whereby 3 unique candidates may be selected for each of the 3 director positions, and 1 candidate for the ombudsman position. Voting has been done this way since the GLA's inception, and is consistent with voting practices among many other corporations.

Assessment Payment Policy

As mentioned in our July 2012 Newsletter, starting in January 2013, assessments are to be paid in the following manner in order to be in strict compliance with the Covenants:

1) Paid in full by the end of January, or
2) Paid in equal quarterly payments by January 31, April 31, July 31, and October 31.

As stated in the Covenants, there is a 30-day grace period for payments, after which a 5 percent penalty and 1.5 percent monthly interest will begin to accrue.

To ensure that the timing of how assessments are to be paid is clear and the consequences when they are not paid, we have enclosed an assessment payment policy for your review.

Guesthouse Assessment

The Covenants state that an assessment is charged for each division of land and for each dwelling unit (11.03), and the association has been charging assessments accordingly to the best of its ability.

Since guesthouses fulfill the description of a dwelling unit (3.12), and the Covenants do not base assessments on usage (nor is the association able to monitor such a thing), the board has determined that guesthouses are to be assessed as dwelling units. Landowners with guesthouses will see this reflected on their January 2013 statements.

Phone Announcements for Meeting Schedule and Road Condition Information

Exciting news! We are now set up with our VoiceNation PBX Assistant service to provide timely road condition reports during snowstorms, as well as meeting date announcements for those who wish to call in.

If you are interested, simply dial the GLA's voicemail phone number: 406-451-0033, and press the appropriate extension to hear the announcement.

Road information will be provided with a separate extension for each of the three areas: North Glastonbury – Ext. 107; Lower South Glastonbury – Ext. 108; Upper South Glastonbury – Ext. 109. Meeting date information will be provided on Ext. 105.

Road conditions will be periodically reported during snowstorms by our snow removal employees and contractors as progress is made. Please do not call these people directly as this would become burdensome and distracting to them as they attempt to do their work. For future reference, you may cut off the bottom of this page and keep the phone and extension numbers handy.

Note: If you wish to receive monthly board meeting agendas and scheduling information via e-mail, please contact us with your name and e-mail address (which will be kept confidential).

GLASTONBURY VOICEMAIL ANNOUNCEMENTS: 406-451-0033

Meeting Schedule Announcements: Ext. 105

North Glastonbury Road Information: Ext. 107
Lower South Glastonbury Road Information: Ext. 108
Upper South Glastonbury Road Information: Ext. 109

PO Box 1862 • Bozeman, Montana 59771 • (406) 556-7187 • (406) 451-0033 • www.GLA-MT.org • admin@GLA-MT.org

Glastonbury Landowner's Association

2012 Budget Variance Report

January through November 2012

	Jan - Nov 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	310.00			
102. Dwelling 2000	140.00			
103. Dwelling 2001	120.00			
104. Dwelling 2002	180.00			
105. Dwelling 2003	240.00			
106. Dwelling 2004	240.00			
107. Dwelling 2005	132.00			
108. Dwelling 2006	241.90			
109. Dwelling 2007	407.81			
110. NG Dwelling 2008	255.26			
110. SG Dwelling 2008	318.00			
111. NG Dwelling 2009	348.00			
111. SG Dwelling 2009	392.10			
112. NG Dwelling 2010	1,028.56			
112. SG Dwelling 2010	537.37			
113. NG Dwelling 2011	3,089.44			
113. SG Dwelling 2011	2,498.78			
114. NG Dwelling 2012	23,299.18	26,454.00	-3,154.82	88.1%
114. SG Dwelling 2012	18,093.36	19,195.00	-1,101.64	94.3%
125. Land Prior to 2000	310.00			
126. Land 2000	140.00			
127. Land 2001	120.00			
128. Land 2002	180.00			
129. Land 2003	240.00			
130. Land 2004	240.00			
131. Land 2005	132.00			
132. Land 2006	241.89			
133. Land 2007	407.81			
134. NG Land 2008	255.27			
134. SG Land 2008	477.00			
135. NG Land 2009	348.00			
135. SG Land 2009	685.53			
136. NG Land 2010	854.42			
136. SG Land 2010	952.20			
137. NG Land 2011	3,072.77			
137. SG Land 2011	3,683.43			
138. NG Land 2012	29,411.16	29,383.00	28.16	100.1%
138. SG Land 2012	31,152.17	33,012.00	-1,859.83	94.4%
150. GAV	9,359.00	9,359.00	0.00	100.0%
160. Finance Chrgs Late Accnts	4,029.85			
161. Penalties Late Accounts	918.39			
180. Bad Debt	-1,567.56			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	137,595.09	117,403.00	20,192.09	117.2%
200. Project Review Fees				
201. Application Fee	200.00	250.00	-50.00	80.0%
202. IF - House	1,100.00	3,075.00	-1,975.00	35.8%
203. IF - Structures 200/800sf	250.00			
204. IF - Structures Over 800sf	150.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
207. IF - Septic	150.00			
209. IF - Mobile Home	150.00			
218. Mileage Impact Fee	325.00			
Total 200. Project Review Fees	2,550.00	3,325.00	-775.00	76.7%
300. Roads				
301. CUT - Road Paving Loan	1,109.86	1,300.00	-190.14	85.4%
Total 300. Roads	1,109.86	1,300.00	-190.14	85.4%
400. Liens				
401. Landowner Filing Fee	734.82			
Total 400. Liens	734.82			

Glastonbury Landowner's Association

2012 Budget Variance Report

January through November 2012

	Jan - Nov 12	Budget	$ Over Budget	% of Budget
500. Interest Earned				
501. Savings Interest	145.94			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	145.94	78.00	67.94	187.1%
700. Other Income				
701. Miscellaneous	85.00			
Total 700. Other Income	85.00			
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	18,675.62	16,051.00	2,624.62	116.4%
804. ChipSeal-5 payments/land	2,470.00	2,759.00	-289.00	89.5%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	24,248.62	21,913.00	2,335.62	110.7%
Total Income	166,469.33	144,019.00	22,450.33	115.6%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	680.29			
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	1,478.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	2,429.92	8,490.00	-6,060.08	28.6%
A03. Contractors - Weed Contrl	2,568.20	2,000.00	568.20	128.4%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	463.18	600.00	-136.82	77.2%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11C. Sign Posts	315.08			
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	928.26	1,350.00	-421.74	68.8%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	672.50			
A12C. Capricorn Drive	707.50			
A12F. Gemini Road	677.17			
A12G. Jupiter Way	5,050.00			
A12H. Orion Way	369.16			
A12I. Pisces Way	879.33			
A12J. Sirius Drive	747.50			
A12K. Taurus Road	980.51			
A12L. Venus Way	571.33			
A12R. NG Crack Sealing	14,000.00			
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	4,619.50	4,619.50	0.00	100.0%
Chip Seal Investor#3	1,154.87	1,154.87	0.00	100.0%
Chip Seal Investor#5	0.00	6,945.75	-6,945.75	0.0%
Total A12Y. ChSeal Investors payments	5,774.37	12,720.12	-6,945.75	45.4%
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	30,429.37	36,219.12	-5,789.75	84.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through November 2012

	Jan - Nov 12	Budget	$ Over Budget	% of Budget
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	3,602.50			
A13E. Leo Lane	1,107.50			
A13G. Hercules Road	3,606.66			
A13J. Sagittarius Skyway	1,106.67			
A13K. Scorpio Way	336.67			
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	9,760.00	14,375.00	-4,615.00	67.9%
A14. Roads/Common Land Ins	5,375.16	5,500.00	-124.84	97.7%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.B I.R.S.	143.60			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	145.60			
Total A00. Roads & Weeds	84,312.06	103,674.12	-19,362.06	81.3%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	330.00			
C00-1 B O'Connell Lawsuit	24,033.70			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	24,363.70	3,000.00	21,363.70	812.1%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	6,100.00	4,837.00	1,263.00	126.1%
C00-2.02 Virtual Message/phone	164.45	180.00	-15.55	91.4%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	6,264.45	5,192.00	1,072.45	120.7%
C00. Community/Complaints				
C01. Contractors	75.00	1,800.00	-1,725.00	4.2%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	75.00	2,845.00	-2,770.00	2.6%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	625.99	500.00	125.99	125.2%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	625.99	2,490.00	-1,864.01	25.1%
D06. Miscellaneous	85.00			
Total D00. Recreation	710.99	2,490.00	-1,779.01	28.6%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
F03. Software	76.45			
F04. Miscellaneous	25.06			
Total F00. Website	101.51	455.00	-353.49	22.3%
G00. Liens				
G01. Lien Filing	211.76	350.00	-138.24	60.5%
G03. Administration	375.00	300.00	75.00	125.0%
G04. Credit Report Research	60.00	500.00	-440.00	12.0%
Total G00. Liens	646.76	1,150.00	-503.24	56.2%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through November 2012

	Jan - Nov 12	Budget	$ Over Budget	% of Budget
J00. Other Projects				
J03.Policies & Procedures	4,048.50	2,440.00	1,608.50	165.9%
Total J00. Other Projects	4,048.50	2,440.00	1,608.50	165.9%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	285.00	5,980.00	-5,695.00	4.8%
K02. Contractors - Bookkeeper	2,227.50	3,600.00	-1,372.50	61.9%
K03. Contractors - Accountant	130.17	125.00	5.17	104.1%
K06. Office Supplies	1,085.47	950.00	135.47	114.3%
K07. Postage and Delivery	923.58	1,200.00	-276.42	77.0%
K08. Monthly Board Meetings	2,270.00	2,855.00	-585.00	79.5%
K09. Bank Service Charges	1.00			
K11. Rent				
K11B. Storage/Boxes	125.00	300.00	-175.00	41.7%
K11. Rent - Other	375.00	240.00	135.00	156.3%
Total K11. Rent	500.00	540.00	-40.00	92.6%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	336.60	317.00	19.60	106.2%
K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	345.00	950.00	-605.00	36.3%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
K30. Management Expense	9,556.46			
Total K00. General Operating Expenses	19,359.28	19,015.00	344.28	101.8%
L00. Other Expenses				
L01. Miscellaneous	0.00			
Total L00. Other Expenses	0.00			
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	370.85	400.00	-29.15	92.7%
M05. Refreshments	205.34	200.00	5.34	102.7%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	10.20			
M08. Copies	530.00	125.00	405.00	424.0%
M00. Annual Meeting/Elections - Other	75.00			
Total M00. Annual Meeting/Elections	1,191.39	1,690.00	-498.61	70.5%
Total Expense	141,073.64	145,276.12	-4,202.48	97.1%
Net Ordinary Income	25,395.69	-1,257.12	26,652.81	-2,020.1%
Net Income	25,395.69	-1,257.12	26,652.81	-2,020.1%

2013

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

January 14, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:07 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Alyssa Allen (Vice President), Sheridan Stenberg (Treasurer), Laura Boise, Rich Spallone (aka Rich), William Smith, Paul Ranttalo, Gerald Dubiel, Ken Haug, Sean Halling.
   ABSENT: Janet Naclerio (Secretary), Scott McBride.
   ALSO ATTENDING: Nathan & James (Minnick Management, Inc.)

2. **Set Agenda**

3. **Approve Meeting Minutes** – December 17, 2012
   Motion: Sheridan motioned and William seconded to approve the December 17th, 2012 minutes. **Motion carried.** Abstentions: Ken and Sean who were not present the 17th.

4. **Visiting Landowner Input Period**
   No landowners present to offer input.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB
   Richard noted that the GLA is working on getting the lock combination for access.

   5.1.2 Lot 6-A NG – One West Bank Foreclosure Proceedings – AA
   Alyssa reported that the GLA received notice from One West Bank of their intent to proceed with foreclosure on a lot. She noted that this is a standard notice the GLA would see as they currently have a lien against the property to secure past due assessments and that it has been forwarded to Alanah Griffith.

   5.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports. **MOTION:** William motioned and Gerald seconded to approve the December 2012 Treasurer's reports. **Motion carried unanimously.**

   5.2 Managerial Committee Report – AA
   Alyssa reported that the Newsletter and 2013 Statements will be sent out this week. She also noted that the Managerial Committee handles landowner document requests and that there is currently a request from the O'Connell's of which the status is pending due to the non-payment of a previous document request and will be fulfilled once payment is received as advised by legal counsel.
   Alyssa noted that the bylaws state that committees are to keep their own meeting minutes. In order for these minutes to become part of the GLA records Alyssa described that each committee provides a report at the regular monthly meeting which then becomes part of the minutes and therefore this requirement is met.

   5.3 Road and Weed Mgmt Committee Report – WS/RS
   William reported that other than a battery issue, the snow plowing equipment is running well and that there is a sufficient number of plow truck operators. Rich reported that it is more cost effective and less time consuming to pick up sand from Mike Adkins as needed

rather than coordinating a contractor to load sand from the Quonset. Alyssa mentioned giving notice of the February 25th community wide road meeting in the January newsletter. The board discussed the installation of the snow fences, working with volunteers to do so, and making sure those who help are thanked.
***Action Item – Alyssa** to relay telephone tree information for the February 25th telephone tree information to Minnick Management to relay to Maydell Goulart.*
Alyssa also mentioned that notice will be included in the newsletter regarding the GLA having seasonal mechanic work in order to allow qualified individuals to have a chance to bid.

5.4 Master Plan Committee Report – LB/AA

Laura reported that she spoke with Linda Ulrich regarding the group of landowners who would like to present some ideas to the board regarding the governing documents. They had not had a meeting yet in order to formulate their ideas however, some of the thoughts they have relate to potentially streamlining the covenants, taking into consideration people on fixed incomes, maintaining the original intention of the development, addressing high traffic areas in relation to rentals, cost effectiveness of operations, and other matters. Laura suggested that the group meet so that they can formulate exactly what items they would like changed and why. Laura noted that this will be first addressed on a committee level in order to bring specific items to the board.
The board discussed how best to look into the governing documents, in relation to the board's obligation to do so, and considering what is in the best interest of the landowners, for the purpose of reviewing and potentially revising these documents. **MOTION:** Laura motioned and Alyssa seconded that the Master Plan Committee is now to become the Governing Document Committee for the purpose of reviewing the bylaws, covenants, and master plan and make recommendations to the board for possible changes.
Discussion: William suggested that the first order of business for the committee would be to establish a charter. **Motion carried unanimously.** The committee members will be Richard, Alyssa, Sheridan, Laura, Scott, and Ken.

6. UNFINISHED BUSINESS

6.1 Executive Committee

6.1.1 Assessment Policy for 2013 – AA

Alyssa reported that the draft assessment policy went out to the membership, there has not been additional feedback, and there has been due process in its establishment. **MOTION**: Alyssa motioned and Sheridan seconded that the GLA assessment policy be implemented starting January 1st 2013. **Motion carried unanimously.**

6.1.2 Parcel 95 SG – Owen Assessment Reduction Request – AA

Alyssa reviewed the previous request and vote regarding it at the December 17th meeting. Alyssa reported that through research they have identified that many landowners would qualify for a county reduction in property taxes and that regarding assessments, the practice of reducing dues is not a common practice for other associations. As part of the research of this request it was discovered that there are two land divisions that make up Frances Owen's property. However, this land division is a court-ordered division and Frances indicated that the additional lot was not to be taxed as a separate lot until it was sold. The board discussed the validity of the lot and it was the consensus of the board that more research will need to be done.

7. **NEW BUSINESS**
   - **7.1 Project Review Committee – AA/RS**
     - **7.1.1 Parcel 55 SG – Blanton Garage / Dwelling – AA/RS**

       Alyssa presented the Blanton project application for Parcel 55 for the construction of a garage with small apartment. As part of this application there is a request for a setback variance due to a previous boundary line adjustment and a desired build site given the current development of the parcel. Alyssa noted that the adjoining landowners, the Kremers, had been contacted and were not opposed to the setback reduction. **MOTION:** Alyssa motioned and William seconded that the garage/shop with one bedroom apartment for Bill and Patricia Blanton Parcel 55 SG be approved with the following conditions; that the necessary electrical, septic, and pluming permits be obtained, any disturbed land be reseeded, and that the Blanton's ensure that the DEQ's sanitary restrictions are compatible with the new building. **Motion carried unanimously.**

   - **7.2 Managerial Committee**
     - **7.2.1 January Newsletter & Mailing– AA**

       Alyssa presented the newsletter for review by the board and the board collaborated on it's content.

8. **Comment Period for Visiting Landowners**
   No landowners present to offer input.

9. **Closed session**
   9.1 Discussion of lawsuits – RB/Board

10. **Meeting Adjourned at 9:21**

11. **Next Board Meeting: February 11th, 2013 at St. John's Church**

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

January 14, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – December 17, 2012

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB (1 min)
     - 5.1.2 Lot 6-A NG – One West Bank Foreclosure Proceedings – AA (1 min)
     - 5.1.3 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 5.2 Managerial Committee Report – AA (2 min)
   - 5.3 Road and Weed Mgmt Committee Report – WS/RS (2 min)
   - 5.4 Master Plan Committee Report – LB/AA (1min)

6. **UNFINISHED BUSINESS**
   - 6.1 Executive Committee
     - 6.1.1 Assessment Policy for 2013 – AA (2 min)
     - 6.1.2 Parcel 95 SG – Owen Assessment Reduction Request – AA (2 min)

7. **NEW BUSINESS**
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcel 55 SG – Blanton Garage / Dwelling – AA/RS (3 min)
   - 7.2 Managerial Committee
     - 7.2.1 January Newsletter & Mailing– AA (3 min)

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: February 11th, 2013 at St. John's Church**

Glastonbury Landowner's Association

2012 Budget Variance Report

January through December 2012

	Jan - Dec 12	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100. Parcel Assessment Fees				
101. Dwelling Prior to 2000	310.00			
102. Dwelling 2000	140.00			
103. Dwelling 2001	120.00			
104. Dwelling 2002	180.00			
105. Dwelling 2003	240.00			
106. Dwelling 2004	240.00			
107. Dwelling 2005	132.00			
108. Dwelling 2006	241.90			
109. Dwelling 2007	407.81			
110. NG Dwelling 2008	255.26			
110. SG Dwelling 2008	318.00			
111. NG Dwelling 2009	348.00			
111. SG Dwelling 2009	392.10			
112. NG Dwelling 2010	1,028.56			
112. SG Dwelling 2010	537.37			
113. NG Dwelling 2011	3,089.44			
113. SG Dwelling 2011	2,325.26			
114. NG Dwelling 2012	23,874.00	26,454.00	-2,580.00	90.2%
114. SG Dwelling 2012	18,402.41	19,195.00	-792.59	95.9%
125. Land Prior to 2000	310.00			
126. Land 2000	140.00			
127. Land 2001	120.00			
128. Land 2002	180.00			
129. Land 2003	240.00			
130. Land 2004	240.00			
131. Land 2005	132.00			
132. Land 2006	241.89			
133. Land 2007	407.81			
134. NG Land 2008	255.27			
134. SG Land 2008	477.00			
135. NG Land 2009	348.00			
135. SG Land 2009	685.53			
136. NG Land 2010	854.42			
136. SG Land 2010	952.20			
137. NG Land 2011	3,072.77			
137. SG Land 2011	3,691.90			
138. NG Land 2012	29,985.97	29,383.00	602.97	102.1%
138. SG Land 2012	31,692.67	33,012.00	-1,319.33	96.0%
150. GAV	9,359.00	9,359.00	0.00	100.0%
160. Finance Chrgs Late Accnts	4,141.72			
161. Penalties Late Accounts	947.03			
180. Bad Debt	-1,567.56			
100. Parcel Assessment Fees - Other	80.00			
Total 100. Parcel Assessment Fees	139,569.73	117,403.00	22,166.73	118.9%
200. Project Review Fees				
201. Application Fee	250.00	250.00	0.00	100.0%
202. IF - House	1,400.00	3,075.00	-1,675.00	45.5%
203. IF - Structures 200/800sf	250.00			
204. IF - Structures Over 800sf	500.00			
205. IF - Well	75.00			
206. IF - Driveway	150.00			
207. IF - Septic	225.00			
209. IF - Mobile Home	150.00			
213. IF - Minor Variance	50.00			
218. Mileage Impact Fee	410.00			
Total 200. Project Review Fees	3,460.00	3,325.00	135.00	104.1%
300. Roads				
301. CUT - Road Paving Loan	1,109.86	1,300.00	-190.14	85.4%
Total 300. Roads	1,109.86	1,300.00	-190.14	85.4%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through December 2012

	Jan - Dec 12	Budget	$ Over Budget	% of Budget
400. Liens				
401. Landowner Filing Fee	734.82			
Total 400. Liens	734.82			
500. Interest Earned				
501. Savings Interest	145.94			
500. Interest Earned - Other	0.00	78.00	-78.00	0.0%
Total 500. Interest Earned	145.94	78.00	67.94	187.1%
700. Other Income				
701. Miscellaneous	329.80			
Total 700. Other Income	329.80			
800. NG Chip Seal Income				
803. ChipSeal- 5 payments/dwel	19,057.44	16,051.00	3,006.44	118.7%
804. ChipSeal-5 payments/land	2,470.00	2,759.00	-289.00	89.5%
805. ChipSeal GAV- 5 payments	3,103.00	3,103.00	0.00	100.0%
Total 800. NG Chip Seal Income	24,630.44	21,913.00	2,717.44	112.4%
Total Income	169,980.59	144,019.00	25,961.59	118.0%
Expense				
A00. Roads & Weeds				
A02. Contractors - Snow Removal				
A02A. North Glastonbury	1,417.79			
A02B. South Glastonbury	270.88			
A02C. High South Glastonbury	2,353.75			
A02. Contractors - Snow Removal - Other	0.00	8,490.00	-8,490.00	0.0%
Total A02. Contractors - Snow Removal	4,042.42	8,490.00	-4,447.58	47.6%
A03. Contractors - Weed Contrl	2,568.20	2,000.00	568.20	128.4%
A05. Equipment Reg & Ins	1,313.00	2,360.00	-1,047.00	55.6%
A06. Equipment Mtce				
A06. Truck #1	1,137.27			
A06. Equipment Mtce - Other	0.00	1,500.00	-1,500.00	0.0%
Total A06. Equipment Mtce	1,137.27	1,500.00	-362.73	75.8%
A08. Road Improvement Loan	30,225.28	30,225.00	0.28	100.0%
A09. Administration	0.00	155.00	-155.00	0.0%
A11. Miscellaneous				
A11A. Fuel	463.18	600.00	-136.82	77.2%
A11B. Sand	150.00	250.00	-100.00	60.0%
A11C. Sign Posts	315.08			
A11E. Quonset Hut Asset Expense	0.00	500.00	-500.00	0.0%
Total A11. Miscellaneous	928.26	1,350.00	-421.74	68.8%
A12. Contractors - NG Road Wrk				
A12B. Aries Drive	672.50			
A12C. Capricorn Drive	707.50			
A12F. Gemini Road	677.17			
A12G. Jupiter Way	5,050.00			
A12H. Orion Way	369.16			
A12I. Pisces Way	879.33			
A12J. Sirius Drive	747.50			
A12K. Taurus Road	980.51			
A12L. Venus Way	571.33			
A12R. NG Crack Sealing	14,000.00			
A12W. Mowing North Glastonbury	0.00	375.00	-375.00	0.0%
A12X. Payback general fund	0.00	2,000.00	-2,000.00	0.0%
A12XX. NG Work ChipSeal Income	0.00	9,124.00	-9,124.00	0.0%
A12Y. ChSeal Investors payments				
Chip Seal Investor#2	4,619.50	4,619.50	0.00	100.0%
Chip Seal Investor#3	1,154.87	1,154.87	0.00	100.0%
Chip Seal Investor#5	6,945.75	6,945.75	0.00	100.0%
Total A12Y. ChSeal Investors payments	12,720.12	12,720.12	0.00	100.0%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through December 2012

	Jan - Dec 12	Budget	$ Over Budget	% of Budget
A12. Contractors - NG Road Wrk - Other	0.00	12,000.00	-12,000.00	0.0%
Total A12. Contractors - NG Road Wrk	37,375.12	36,219.12	1,156.00	103.2%
A13. Contractors - SG Road Wrk				
A13B. Arcturus Drive	3,602.50			
A13E. Leo Lane	1,107.50			
A13G. Hercules Road	3,606.66			
A13J. Sagittarius Skyway	1,106.67			
A13K. Scorpio Way	336.67			
A13W. Mowing South Glastonbury	0.00	375.00	-375.00	0.0%
A13. Contractors - SG Road Wrk - Other	0.00	14,000.00	-14,000.00	0.0%
Total A13. Contractors - SG Road Wrk	9,760.00	14,375.00	-4,615.00	67.9%
A14. Roads/Common Land Ins	5,375.16	5,500.00	-124.84	97.7%
A15. Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
A16. Employee Expenses				
A16.A MontananState Fund	394.36			
A16.B I.R.S.	143.60			
A16C. Department of Revenue MT	2.00			
Total A16. Employee Expenses	539.96			
Total A00. Roads & Weeds	93,264.67	103,674.12	-10,409.45	90.0%
B00. Project Review				
B01. Contractors	0.00	250.00	-250.00	0.0%
B04. Administration	0.00	725.00	-725.00	0.0%
B07. Impact Fees used for roads	0.00	2,350.00	-2,350.00	0.0%
Total B00. Project Review	0.00	3,325.00	-3,325.00	0.0%
C00-1 Legal Fees Contingency Fu				
C00-1 A General Legal /Services	1,402.50			
C00-1 B O'Connell Lawsuit	24,198.70			
C00-1 Legal Fees Contingency Fu - Other	0.00	3,000.00	-3,000.00	0.0%
Total C00-1 Legal Fees Contingency Fu	25,601.20	3,000.00	22,601.20	853.4%
C00-2 Gen Op/Subcontractors				
C00-2.01 Gen. Managerial Duties	6,835.00	4,837.00	1,998.00	141.3%
C00-2.02 Virtual Message/phone	179.40	180.00	-0.60	99.7%
C00-2.04 copies & postage	0.00	175.00	-175.00	0.0%
Total C00-2 Gen Op/Subcontractors	7,014.40	5,192.00	1,822.40	135.1%
C00. Community/Complaints				
C01. Contractors	75.00	1,800.00	-1,725.00	4.2%
C04. Legal Fees	0.00	870.00	-870.00	0.0%
C05. Miscellaneous/copies	0.00	175.00	-175.00	0.0%
Total C00. Community/Complaints	75.00	2,845.00	-2,770.00	2.6%
D00. Recreation				
D03. Parkland/Recreation				
D03A. Parkland Electricity	651.09	500.00	151.09	130.2%
D03D. Lawn Mower Maint.	0.00	240.00	-240.00	0.0%
D03F. Cement Pad	0.00	1,450.00	-1,450.00	0.0%
D03G. Gen. Maint. & Repairs	0.00	300.00	-300.00	0.0%
Total D03. Parkland/Recreation	651.09	2,490.00	-1,838.91	26.1%
D06. Miscellaneous	85.00			
Total D00. Recreation	736.09	2,490.00	-1,753.91	29.6%
F00. Website				
F01. Contractors - Dev & Mtce	0.00	355.00	-355.00	0.0%
F02. URL/Domain Fee	0.00	100.00	-100.00	0.0%
F03. Software	85.40			
F04. Miscellaneous	25.06			
Total F00. Website	110.46	455.00	-344.54	24.3%

Glastonbury Landowner's Association

2012 Budget Variance Report

January through December 2012

	Jan - Dec 12	Budget	$ Over Budget	% of Budget
G00. Liens				
G01. Lien Filing	336.76	350.00	-13.24	96.2%
G03. Administration	375.00	300.00	75.00	125.0%
G04. Credit Report Research	60.00	500.00	-440.00	12.0%
Total G00. Liens	771.76	1,150.00	-378.24	67.1%
J00. Other Projects				
J03.Policies & Procedures	4,368.50	2,440.00	1,928.50	179.0%
Total J00. Other Projects	4,368.50	2,440.00	1,928.50	179.0%
K00. General Operating Expenses				
K01. Contractors - Admin Sec	285.00	5,980.00	-5,695.00	4.8%
K02. Contractors - Bookkeeper	2,227.50	3,600.00	-1,372.50	61.9%
K03. Contractors - Accountant	130.17	125.00	5.17	104.1%
K06. Office Supplies	1,308.03	950.00	358.03	137.7%
K07. Postage and Delivery	1,121.43	1,200.00	-78.57	93.5%
K08. Monthly Board Meetings				
K08. Monthly Board Meetings - Other	2,270.00	2,855.00	-585.00	79.5%
Total K08. Monthly Board Meetings	2,270.00	2,855.00	-585.00	79.5%
K09. Bank Service Charges	31.00			
K11. Rent				
K11B. Storage/Boxes	125.00	300.00	-175.00	41.7%
K11. Rent - Other	375.00	240.00	135.00	156.3%
Total K11. Rent	500.00	540.00	-40.00	92.6%
K12. Insurance				
K12A. GLA Board Liability Ins	1,341.00	1,342.00	-1.00	99.9%
Total K12. Insurance	1,341.00	1,342.00	-1.00	99.9%
K13. Taxes	336.60	317.00	19.60	106.2%
K14. Licenses and Permits				
K14. Licenses and Permits - Other	15.00	70.00	-55.00	21.4%
Total K14. Licenses and Permits	15.00	70.00	-55.00	21.4%
K15. Equipment Repair & Mtce	0.00	86.00	-86.00	0.0%
K17. Equipment Purchases	243.50			
K18. Miscellaneous				
K18. Miscellaneous - Other	99.00			
Total K18. Miscellaneous	99.00			
K19. Quarterly Newsletter	425.00	950.00	-525.00	44.7%
K20. Motions Database	0.00	1,000.00	-1,000.00	0.0%
K30. Management Expense	13,232.70			
K31. MGMNT Late Fee Collection	136.55			
Total K00. General Operating Expenses	23,702.48	19,015.00	4,687.48	124.7%
L00. Other Expenses				
L01. Miscellaneous	0.00			
Total L00. Other Expenses	0.00			
M00. Annual Meeting/Elections				
M03. Administration	0.00	890.00	-890.00	0.0%
M04. Postage and Delivery	370.85	400.00	-29.15	92.7%
M05. Refreshments	205.34	200.00	5.34	102.7%
M06. Rent	0.00	75.00	-75.00	0.0%
M07. Miscellaneous	15.20			
M08. Copies	714.85	125.00	589.85	571.9%
M00. Annual Meeting/Elections - Other	75.00			
Total M00. Annual Meeting/Elections	1,381.24	1,690.00	-308.76	81.7%
Total Expense	157,025.80	145,276.12	11,749.68	108.1%
Net Ordinary Income	12,954.79	-1,257.12	14,211.91	-1,030.5%
Net Income	**12,954.79**	**-1,257.12**	**14,211.91**	**-1,030.5%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

February 11, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:25 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Alyssa Allen (Vice President), Sheridan Stenberg (Treasurer), William Smith, Paul Ranttalo, Gerald Dubiel, Scott McBride
   ABSENT: Sean Halling, Ken Haug. Rich Spallone (aka Rich), Janet Naclerio (Secretary), Laura Boise
   ALSO ATTENDING: Nathan & James (Minnick Management, Inc.)
   Landowners: Charlene Murphy, Dennis Kight

2. **Set Agenda**

3. **Visiting Landowner Input Period**
   Dennis Kight introduced himself as a new landowner.

4. **Approve January 14, 2013 Meeting Minutes**
   Motion: Sheridan motioned and William seconded to approve the January 14th, 2013 minutes with grammatical edits. **Motion carried.** Abstentions: Scott McBride who was not present on the 14th.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB
   Richard reported that the combination to the locked gate had not yet been received from Kathleen and that a 10-day notice would be given to provide the combination to the GLA, or the lock would be cut since it is the GLA's right to access the easement.

   5.1.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports and noted that assessment payment receipts for this time period are similar to what has been typically received in comparison to the last three years. It was noted that as a result of our Assessment Policy, there have been a number of inquiries by landowners wanting to make sure they were paying on time. **MOTION:** Alyssa motioned and Gerald seconded to approve the January 2013 Treasurer's reports. **Motion carried unanimously.**

   5.2 Managerial Committee Report – AA
   Alyssa reported that Minnick Management has been taking a proactive approach to assisting the board with administrative items and noted that communications should be CC'd to Minnick Management in an effort to keep them informed. She also noted that with their assistance, response time for e-mail requests and voicemail messages have also improved. Denise is continuing to work on organizing the association's document boxes and files as well as fulfilling requests when needed. Alyssa reported that William Holder's parcel, NG 39, had not obtained fee simple from the Church. As such, because the taxes and assessments have not been paid, there is potential that the Church may be getting the land back and if so, would work with the GLA to rectify the past due balance of $11,609.68. She also reported on a complaint received by the Laverty's regarding noise, dogs at large, and manure smell generated from their neighbors property that will be handled by the Community Committee in order to assist with a resolution between the neighbors. Alyssa inquired to the road committee regarding a second invoice submitted by Monte Lynch for work that was not approved and if a letter should be sent. William suggested that Monte be contacted and invited to attend the community road meeting. ***Action Item – Alyssa*** *to write a letter to Monte Lynch describing how the GLA cannot pay for services unless authorized.*

5.3 Road and Weed Mgmt Committee Report – WS/RS

William reported that both GLA plow trucks are currently down but are in the process of being repaired in order to keep them up and running. Sanding is being done, however the temperature shifts have made it difficult to keep ahead of slick roads as the sand gets absorbed into the ice during melts. The board discussed the validity and process of being able to expect plow drivers to keep the phoned-in road condition announcements up-to-date as part of the job they are expected to do. William noted that plowing is done when there is at least 2" of snow accumulation on the asphalt roads and over 4" on gravel roads, and that regarding Dry Creek which is maintained by the County, the County has not been clearing snow beyond the end of the asphalt due to the type of snowplow truck they are using.

5.4 Governing Document Committee Report – LB/AA

Richard reported that due to scheduling and illnesses there has not yet been a meeting with the group of owners interested in reviewing the covenants. Alyssa reported that she had a positive discussion with Linda Ulrich and was able to help answer several questions, and provided her with a copy of the contract with Minnick Management which Linda requested.

5.5 Website Committee Report – AA

Alyssa reported that she has communicated with Scott and Ken that due to her workload and commitments she will need to resign from the committee. Scott has agreed to take her place and has started working on updates to the website. She also reported that due to the importance of making information available to landowners, the SharePoint work that Ken is doing will first focus on building an interface for landowners so they can access information.

6. UNFINISHED BUSINESS

6.1 Miscellaneous Managerial Committee – AA *(Added to Agenda)*

Alyssa discussed the process by which messages and announcements can be left with the VoiceNation service, and that an extension could be set up to forward directly to Minnick Management. Should there be some type of road emergency situation, an extension could also be set up to forward to Minnick's emergency-only contact number and then the appropriate Director would be called to handle it. By general consensus, the board agreed to have extension "0" forward to Minnick and extension "211" forward to Minnick's emergency number. Alyssa pointed out that some mail continues to come to the GLA's Emigrant PO Box, and that the Postal Service does not forward business mail as a policy. The board discussed the importance of retaining the local PO Box to be sure to catch all mail sent to the Emigrant address, and the need to highlight the new address to those who continue to send mail to the box in Emigrant. ***Action Item – Alyssa** will instruct Minnick Management on the process of leaving recorded messages on VoiceNation for upcoming board meeting dates and setup the new extensions.*

7. NEW BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 North Glastonbury Power Line Renovation – AA/RS

Alyssa and William reported on a section of power line that Park Electric has slated as necessary for replacement that runs the perimeter of Golden Age Village and then continues to carry power beyond to Bradford Way. Some options for replacement have been presented by Park Electric that use either overhead lines or underground lines as well as potentially increasing the phasing of power carried on from Sirius. Park Electric would replace the section at their cost if lines are

installed overhead. Due to developments within GAV that have encroached on Park Electric's current utility easement, the options for a buried line involve either the excavation of a "bench" around GAV which may additionally require obtaining new utility easements from adjoining landowners or moving structures built on top of the easement within GAV in order to use the existing easement. Both of the buried line options would require that the additional costs be paid by the Church who owns GAV and potentially the GLA. The board discussed the issue of overhead lines creating potential health hazards from the electromagnetic frequency created by overhead lines as well as the change in aesthetics created by installing poles and lines above ground. The Board then discussed the necessity of involving the Church along with Park Electric to begin discovering the viability of the replacement options and scope of those possibly affected.
***Action Item – William** will contact the Church and Park Electric to further discuss options and arrange an on-site meeting.*

7.2 Managerial Committee

7.2.1 Non Profit Waivers – AA

Alyssa reported on the granting of land assessment waivers to non-profits back in 2003 by the board at that time. The applicant at that time was the South Glastonbury Teaching Center. Alyssa noted that the covenants do not define classes of properties in relation to being assessed however, the covenants provide that waivers should not be granted if there is potential harm to the community. As the non-profit waiver would need to be applied equally, this could create harm as the number of property's owned by non-profits can vary greatly. It was noted that there are currently four lots in receipt of this waiver, all of which are owned by the North and South Glastonbury Teaching Centers. The board discussed revisiting this and that the Teaching Centers will need to be contacted as they are the affected party. ***Action Item – Richard and Alyssa** to draft a letter to the North and South Teaching Centers that the board is in the process of revisiting this waiver.*

7.3 Website Committee – AA/SM

Scott reported on various content changes that he is working on and asked the board to take a look at the current website and then e-mail him any suggested changes that should be implemented. **MOTION:** William motioned and Sheridan seconded to have Scott McBride as the chairman of the Website Committee. **Motion carried unanimously.** The board consented that PVRC information should be removed from the website as it is not a GLA responsibility.

8. Comment Period for Visiting Landowners

No comments provided by two attending landowners.

9. Closed session

9.1 Discussion of lawsuits – RB/Board

10. Meeting Adjourned at 10:11 p.m.

11. Next Board Meeting: March 11th, 2013, at St. John's Church

2013-02-11_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

February 11, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – January 14, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB (1 min)
     - 5.1.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 5.2 Managerial Committee Report – AA (3 min)
   - 5.3 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.4 Governing Document Committee Report – LB/AA (3 min)
   - 5.5 Website Committee Report – AA (3 min)

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 North Glastonbury Power Line Renovation – AA/RS (3 min)
   - 7.2 Managerial Committee
     - 7.2.1 Non Profit Waivers – AA (2 min)

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: March 11th, 2013 at St. John's Church**

2013-03-11_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

March 11, 2013

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1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:32 p.m. at St. John's Church. Janet gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Alyssa Allen (Vice President), Janet Naclerio (Secretary), Sheridan Stenberg (Treasurer), Rich Spallone (aka Rich), Paul Ranttalo, Gerald Dubiel, Sean Halling, and William Smith (arrived at 8:07).
   ABSENT: Laura Boise, Scott McBride, and Ken Haug.
   ALSO ATTENDING: Nathan & Lindsay (Minnick Management, Inc.)
   Landowners: Tim Brockett, Jeff Nash, Dennis Kight, Charlene Murphy, Don Hansard, Kathie Garcia and Clare Parker. Guest: Ed Dobrowski.

2. **Set Agenda**

3. **Approve Meeting Minutes – February 11, 2013**
   Motion: Sheridan motioned and Gerald seconded to approve the February 11, 2013 meeting minutes. **Motion carried.** Abstentions: Rich and Janet who were not present February 11th.

4. **Visiting Landowner Input Period**
   Jeff Green let the Board know he would be clearing off his property in preparation for a construction project for which he will be submitting a project review application.
   Tim Brockett made several comments regarding the road policy's tiered structure.
   Charlene Murphy commented on the tiered road policy and its purpose.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB
   Richard presented the letter from Kathleen's attorney providing the combination for the gate lock that provides access to the GLA's easement however, after checking, the provided combination will not open the lock and as such the GLA has asked for the correct combination.

   5.1.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's Reports. Paul noted that the $375.00 expense listed under recreation land should be instead listed under Quonset hut repairs.
   MOTION: Alyssa motioned and Rich seconded to approve the February 2013 Treasurer's Reports with noted correction by Paul. **Motion carried unanimously.**

   5.1.3 Delinquent Account Report – SS
   Sheridan reported that 51% of the year's current accounts receivable have been collected which is on track with the typical amount collected at this time of year. There are currently 136 Landowners delinquent in payments this year, meaning they have yet to make at least their first quarterly payment. 95% of the total budgeted assessments for last year, 2012, have been collected leaving a balance of $7,236.88 in 2012 assessments past due.

   5.2 Managerial Committee Report – AA
   5.2.1 Non Profit Waivers – Update – AA
   Alyssa reported that the previous action item of writing a letter regarding non-profit waivers has not yet been accomplished and will continue to be an action item. She reported that she has trained Minnick Management on the project review

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application process and on how to update the announcements in VoiceNation. She noted that the extension for road emergencies would be 211 and that calls can be directed to management by dialing zero. Alyssa reported on the document request from Robert Wallace that was handled with management's assistance and distributed to the board as well, and that Denise has dropped off more records at Minnick Management's office. ***Action item – Managerial committee*** *to draft a letter to Steve Sirios regarding road work expenses and the requirement that any work must first be approved prior to commencement and payment.*

5.3 Road and Weed Mgmt Committee Report – WS/RS

William presented the February 25th, 2013 community road meeting minutes as well as the March 7th, 2013 Road Committee meeting minutes which shall become attached to the current board meeting minutes for the record. William discussed the options for magnesium chloride and road repairs that the committee is currently discussing. **MOTION:** William motioned and Sheridan seconded that the $3,279.36 presently in Savings and identified as "Available" shall be renamed "Long Term Road Maintenance Fund," and set aside with the intention of accruing adequate funds to pay for ongoing periodic road maintenance expenses. Any money not spent this summer from the $28,928.45 would be added to this Long Term Road Maintenance Fund. In addition, unspent funds from annual road budgets will automatically be transferred into this fund in the savings account at the end of the fiscal year, Dec 31st, in order to preserve any unspent funds for purposes of road maintenance. **Motion carried unanimously.**

William discussed the recommendation from Road Committee members regarding increasing assessments 10% for the next 2-3 years to cover expected increased costs for landowner-mandated road safety, and to cover basic maintenance and improvements to road surface treatments, purchase of new equipment, improvements to Quonset Hut, and perhaps to increase employee wages. **MOTION:** William motioned and Alyssa seconded that the board will seek input from Landowners regarding its intention to raise annual assessments 10% per year for 2014, 2015, and 2016. **Motion carried unanimously.** Rich expressed that in addition to feedback regarding an assessment increase, there should be input sought from landowners on what road maintenance items they would like to see road funds spent on. The board discussed how they might efficiently gain landowner input about the roads and how the community would like road funds spent.

5.4 Project Review Committee – AA/RS

5.4.1 North Glastonbury Power Line Renovation Update – AA/WS

Alyssa presented the letter to Park Electric which explains that the GLA is not currently in a position to approve above-ground power lines and encourages Park Electric to work with the owner of the property to submit a project review variance application.

5.5 Governing Document Committee Report – LB/SM

Richard and Alyssa reported that the Governing Document Committee was unable to meet and does not currently have a report.

5.6 Website Committee Report – SM

Alyssa reported that Scott is making progress on updating the website and working with Rudy Parker. She encouraged the Board to please visit the website and provide feedback.

5.7 Community Committee

5.7.1 Lot 25-2 NG - Laverty Complaint – RB

Richard presented the complaint letter response that was sent to the Raths for the purpose of making them aware of the complaint and corresponding covenants, and asking them to respond to the GLA.

6. UNFINISHED BUSINESS

6.1 Executive Committee

6.1.1 Parcel 95 SG – Owen Additional Lot – SS

Alyssa reported that she spoke with the Park County Assessor's office regarding Parcel 95-SG remainder lot and they indicated that they are now assessing it as a separate tract of land. The board discussed that as such and in keeping with the covenants, this remainder tract will need to be assessed starting in 2013 and include a 30-day grace period for payment. Richard mentioned that in order to be in compliance with the covenants, previous assessment reduction requests will need to be reviewed as they are not in the best interest of the association. The board then discussed how an appropriate course of action for providing financial assistance with assessments might be the community's forming of a charity to help landowners in need.

7. NEW BUSINESS

8. Comment Period for Visiting Landowners

Kathie Garcia inquired about finance charges and payment plans.
Don Hansard inquired about the condition of Hercules Road close to his property and maintenance plans. This section of road will be checked on by the Road Committee.
Charlene Murphy commented on the importance of having a road policy.

9. Closed session

9.1 Discussion of lawsuits – RB/Board

10. Adjournment at 9:40 p.m.

11. Next Board Meeting: April 8th, 2013 at St. John's Church (Note that next meeting date was changed to April 29th via email vote by Board)

2013-03-11_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

March 11, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – February 11, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB (1 min)
     - 5.1.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 5.1.3 Delinquent Account Report – SS (1 min)
   - 5.2 Managerial Committee Report – AA (3 min)
     - 5.2.1 Non Profit Waivers – Update – AA (1 min)
   - 5.3 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.4 Project Review Committee – AA/RS
     - 5.4.1 North Glastonbury Power Line Renovation Update– AA/WS (2 min)
   - 5.5 Governing Document Committee Report – LB/SM (2 min)
   - 5.6 Website Committee Report – SM (2 min)
   - 5.7 Community Committee
     - 5.7.1 Lot 25-2 NG - Laverty Complaint – RB (1 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Executive Committee
     - 6.1.1 Parcel 95 SG – Owen Additional Lot – SS (2 min)

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: April 8th, 2013 at St. John's Church**

2013-04-29_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

April 29, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:04 p.m. at St. John's Church. Charlene gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Alyssa Allen (Vice President), Janet Naclerio (Secretary), Rich Spallone (aka Rich), Laura Boise, Scott McBride, Ken Haug, William Smith, Paul Ranttalo (arrived at 7:35), Gerald Dubiel (arrived at 8:11).
   ABSENT: Sheridan Stenberg (Treasurer), Sean Halling
   ALSO ATTENDING: Ashley & Peter (Minnick Management, Inc.)
   Landowners: Charlene Murphy, Jerry Ladewig, Walter & Regina Wunsch, George Larsen, Alan Shaw, Donna Anderson, Ron Wartman and Mary Wallace.

2. **Set Agenda**

3. **Approve Meeting Minutes** – March 11, 2013
   Motion: William motioned and Alyssa seconded to approve the March 11, 2013 meeting minutes. **Motion carried.** Abstentions: Scott and Laura who were not present March 11th.

4. **Visiting Landowner Input Period**
   Jerry Ladewig presented a letter regarding her concerns about some properties that are in need of clean-up in order to be in compliance with the covenants.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB
   Richard reported that the received combination is correct and this easement access issue is now corrected and closed.

   5.1.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   The Board reviewed the treasurer's reports and discussed the importance of receiving invoices and employee hours in a timely fashion. **MOTION:** Laura motioned and Rich seconded to approve the March 2013 Treasurer's Reports. **Motion carried unanimously.**

   5.1.3 Assessment Policy – Clarification of Late Fees – RB
   Richard and Alyssa clarified how when an assessment payment becomes delinquent, late fees should be charged on the quarterly assessment amount due rather than the full yearly assessment amount.

   5.1.4 "Concerned Landowner" letter and meeting – RB
   Richard reported that the executive committee met with the concerned landowner group on April 25th at 7:00 pm. In attendance were officers Richard, Alyssa, Sheridan, and Janet, and board member Gerald. The following landowners were present: Charlene Murphy, Robert and Mary Wallace, Regina Wunsch, Linda Ulrich, Donna Anderson, and Powell Gelderloos. Richard reported that the discussion was productive, some questions were answered and some required more research in order to address.

   5.2 Managerial Committee Report – AA
   5.2.1 Considerations for May 13 Board Meeting – AA
   Alyssa reported on excerpts from meeting minutes she had been provided by Denise showing the ongoing difficulty the board had experienced since its

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inception regarding the accomplishing of administrative/management tasks and how there has been a continual practice of paying for work to be done as reflected in meeting minutes and budget reports going back to the beginning years of the GLA. Alyssa suggested that with management in place handling the administrative duties overseen by the board that it might be prudent to dissolve the managerial committee. The board discussed the workflow of various administrative functions and looking into assigning levels of priority to tasks. The board discussed the short timeline between the next scheduled board meeting and the potential of using this time for a road committee meeting as they have pressing items. **MOTION:** William motioned and Ken seconded to cancel the upcoming board meeting on May 13th for the purpose of having a road committee meeting. **Motion carried unanimously.**

5.3 Road and Weed Mgmt Committee Report – WS/RS

William reported that they had received 96 landowner surveys to date including hearing from five owners in person and that the surveys will be analyzed at the May 13th road committee meeting. William reported that May and the fall is when the grading is typically completed in order to take advantage of the wet weather and that our contractor is available to start moving on the work within 24 hours of notice.

5.4 Governing Document Committee Report – LB/SM

Laura reported that Scott had agreed to assume the role of chairperson for the governing document committee. The board discussed the previous task for the committee to draft a charter for its committee, which is then to be presented to the board.

5.5 Website Committee Report – SM

Scott reported on the current progress of updating the website with current information.

5.6 Community Committee Report

5.6.1 Lot 25-2 NG – Laverty Complaint Update – RB

Alyssa reported on the response by the Rath's to the initial complaint received and discussed at the March 11, 2013 meeting. She noted that the advice from legal counsel is for the GLA to take action via letter as was done, however, any landowner who has an issue with another landowner's violation of covenants may choose to pursue legal action against the offending landowner.

6. UNFINISHED BUSINESS

6.1 Project Review Committee – AA/RS

6.1.1 North Glastonbury Power Line Renovation Variance – AA/WS

Alyssa reported on the variance and how the GLA had noticed adjoining landowners and any potential line-of-sight landowners in order to gain their feedback on this variance. The feedback received from owners supported the proposed variance and some were eager to cooperate in granting easements to Park Electric to facilitate the running of the new line. It was discussed that while the majority of lines will be underground, one section of line must go over ground in order to avoid drain fields, extended power outages, and to establish the ability for the power connection to GAV to be separated. Gerald and Laura questioned the necessity of any lines being installed overhead. Jim Anderson from Park Electric fielded questions from the board via speaker phone with emphasis on why there must be a section of overhead line. The board discussed the due diligence performed and facts presented. **MOTION:** Alyssa motioned and Ken seconded to approve the proposed variance for the installation of two electric line poles as

designated in the variance application with the condition that disturbed land is reseeded. **Motion carried.** Opposed: Gerald, abstentions: Paul.

7. **NEW BUSINESS**
   - **7.1 Proposal for CPA to Review GLA Books – Executive Committee**
     Richard reported that as part of the meeting with the concerned landowner group Regina Wunsch recommended review and adjustments be made to the categorizing of items in the books under the guidance of a CPA. Regina proposed that the books be reviewed by CPA Bob Storey at her expense as a gift to the GLA. **MOTION:** Ken motioned and William seconded to approve the proposal by Regina Wunsch to have the books reviewed at her expense by CPA Bob Storey. **Motion carried unanimously.**

   - **7.2 Regina Wunsch Bookkeeping Proposal – Executive Committee**
     Richard reported that Regina has offered to do the bookkeeping for the GLA however the Board needs further research to respond to this request. Item was tabled.

   - **7.3 Project Review Committee – AA/RS**
     - **7.3.1 Parcel 100 (SG) Traucht - Hay Shed – AA**
       The board reviewed an application for the construction of a hay shed on Parcel 100 SG. **MOTION:** Alyssa motioned and Rich seconded to approve the construction of a hay shed on Parcel 100 SG with the condition that any disturbed land be reseeded. **Motion carried unanimously.**

     - **7.3.2 Lot 25-1 (NG) Goulart - Driveway – AA**
       Alyssa presented an application to widen and establish a new section of the existing driveway on Lot 25-1 NG. Gerald noted that he inspected the site and setback requirements are met. **MOTION:** Alyssa motioned and Rich seconded to approve the driveway installation with the condition that disturbed land be reseeded. **Motion carried.** Abstentions: Paul.

     - **7.3.3 Project Review Committee Members – AA**
       Item tabled.

8. **Comment Period for Visiting Landowners**
   Charlene Murphy thanked the Board for their work and serving the GLA.

9. **Closed session**
   - **9.1 Discussion of lawsuits – RB/Board**

10. **Meeting Adjourned at 9:40**

11. **Next Board Meeting: May 13th, 2013 at St. John's Church (Meeting postponed to June 10, 2013)**

2013-04-29_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

April 29, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – March 11, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Parcel 97 SG - Kathleen Ramp - Easement Update – RB (1 min)
     - 5.1.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 5.1.3 Assessment Policy – Clarification of Late Fees – SS (2 min)
     - 5.1.4 "Concerned Landowner" letter and meeting – RB (1 min)
   - 5.2 Managerial Committee Report – AA (3 min)
     - 5.2.1 Considerations for May 13 Board Meeting – AA (2 min)
   - 5.3 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.4 Governing Document Committee Report – LB/SM (2 min)
   - 5.5 Website Committee Report – SM (2 min)
   - 5.6 Community Committee Report
     - 5.6.1 Lot 25-2 NG – Laverty Complaint Update – RB (1 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Project Review Committee – AA/RS
     - 6.1.1 North Glastonbury Power Line Renovation Variance – AA/WS (5 min)

7. **NEW BUSINESS**
   - 7.1 Proposal for CPA to Review GLA Books – Executive Committee (5 min)
   - 7.2 Regina Wunsch Bookkeeping Proposal – Executive Committee (2 min)
   - 7.3 Project Review Committee – AA/RS
     - 7.3.1 Parcel 100 (SG) Traucht - Hay Shed – AA (2 min)
     - 7.3.2 Lot 25-1 (NG) Goulart - Driveway – AA (2 min)
     - 7.3.3 Project Review Committee Members – AA (2 min)

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: May 13th, 2013 at St. John's Church**

2013-05_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

May, 2013

CONFIDENTIAL – DO NOT COPY

There was no meeting held in May 2013.

2013-06-10_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *FINAL*

June 10, 2013

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1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:09 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Alyssa Allen (Vice President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), Rich Spallone (aka Rich), Paul Ranttalo, Scott McBride, Laura Boise, and William Smith (arrived at 7:18).
   ABSENT: Sean Halling, Gerald Dubiel, and Ken Haug.
   ALSO ATTENDING: Nathan (Minnick Management, Inc.)
   Landowners: Charlene Murphy, Dennis Kight, Donna Anderson, and Daniel & Valery O'Connell.

2. **Set Agenda**

3. **Approve Meeting Minutes – April 29th, 2013**
   Motion: Laura motioned and Alyssa seconded to approve the April 29th, 2013 Meeting Minutes with the corrected attendance noted under 5.1.4. **Motion carried.**
   Abstentions: Sheridan who was not present April 29th.

4. **Visiting Landowner Input Period**
   Valery O'Connell inquired about giving input during agenda item 5.1.3 and was told she could do so.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's reports. **MOTION:** Laura motioned and Scott seconded to approve the April & May 2013 Treasurer's Reports. **Motion carried unanimously.**
   Sheridan presented the Johnson bankruptcy notice and how it has been forwarded to Alanah Griffith for review. She reported that Frances Owen's remainder lot has been sold and its dues brought current. She also reported that Regina Wunsch is continuing to work with Bob Storey in the CPA's review of the GLA books.

   5.1.2 File Sharing & QuickBooks Access – AA
   Alyssa recommended that the Treasurer be provided access to Quickbooks via software purchased by the GLA in order to allow complete and immediate access to financial and membership records, which she reported had been confirmed to be good practice by our attorney. **MOTION:** Alyssa motioned and Sheridan seconded that the GLA purchase Quickbooks software and provide it to the Office of Treasurer at the current sale price of $199.00 through Intuit. **Motion carried unanimously.**

   Alyssa discussed the current workflow solution called "DropBox" that she, Nathan and Sheridan have been recently using for exchanging and updating important files as an interim step until Sharepoint can be utilized. Due to space requirements for shared GLA files, she has paid for a monthly subscription in order to obtain a larger size dropbox, and asked to be reimbursed for the monthly fee of $9.95 until this is no longer needed. **MOTION:** Janet motioned and Laura seconded to reimburse Alyssa for the Dropbox expense of two previous months at $9.95/month and for ongoing months until SharePoint has been completely setup. **Motion carried.** Abstentions: Alyssa.

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5.1.3 Amanda Hull fee waiver request – SS
Sheridan presented the finance charge waiver request submitted by Amanda Hull. The board discussed Covenant 12.01 regarding variances and waivers and how these are to be granted when determined to be necessary and not injurious to the rest of the community, and the importance of considering how a precedent could be set. **MOTION:** Sheridan motioned and Scott seconded to waive the finance charges as requested by Amanda Hull. **Motioned denied.** Abstentions: Laura.

5.1.4 GLA / State of MT Unemployment Insurance – SS
Sheridan reported that the GLA's payroll for snow plowing employees has met the requirements to start paying & withholding for the State's Unemployment Insurance tax and as such a U.I. account will be started with the State of Montana.

5.2 Managerial Committee Report – AA
Alyssa reported to the board on her progress updating the welcome packet with current information. ***Action Item – Alyssa will forward the welcome letter to Janet and Laura to review.***

5.3 Road and Weed Mgmt Committee Report – WS/RS
William reported on the May 13th, 2013 Road Committee meeting. The meeting was called to order at 6:00 p.m. and attended by William, Sheridan, and Paul along with Landowners Charlene Murphy and Walter Wunsch. The meeting adjourned at 8:30 p.m.
William reported that Walter and Paul had agreed to rate the gravel on the GLA roads by surveying them and then submitted a report for the records ***(Attachment)***.
The committee approved the installation of storm water drainages on Capricorn Drive that will be paid for with the available chip seal funds based on the consensus of the feedback received in the Landowner Road Survey.
The committee approved repairs to the Dodge snow plow truck to be paid for out of the budgeted funds. Walter Wunsch volunteered to help expedite the repairs by overseeing the repair and transportation of the vehicle.
MOTION: William motioned and Scott seconded to approve the repair of the Dodge snow plow truck by Gallatin Transmission quoted at $3,100.00. **Motion carried unanimously.**
William also reported that at the committee meeting, Walter Wunsch volunteered to supervise all Board approved snow plow equipment repairs and to help coordinate plow operators at no cost to the GLA based on his personal experience with plowing operations.
William presented the results of the Landowner Road Survey to date and noted that the majority of landowner responses indicates the support of the work being done by the Road Committee as well as a consensus to not spend more money or increase dues. He also reported that the spring grading has been done and that some gravel was added to Leo Lane and Virgo based on the need for it.
William reported that the Arcturus extension beyond the original cul-de-sac is the responsibility of the GLA to maintain based upon research findings and the acceptance of this portion of road by the Board in 2004.
Paul reported that he had contacted three contractors regarding some sealed cracks which are failing and noted that areas of asphalt may be failing to some degree which is causing separation and sinking. He will continue to research potential solutions.

5.4 Project Review Committee Report – AA/RS
No report at this time.

5.5 Website Committee Report – SM
No report at this time.

5.6 Community Committee Report

5.6.1 Nuisance Letter from Jerry Ladewig – RB
Richard reported on the letter received from Jerry Ladewig regarding various covenant violations noticed relating to eyesores and nuisances. The board discussed the possibility of including reminders of the covenants in the next newsletter. Richard noted that the way such items have been handled since 1997 has been by the board responding to specific complaints when received as opposed to the general policing of lots. ***Action item – Laura to draft information to be included in the July newsletter.***

5.6.2 William Buford ATV's – RB
Richard discussed a letter from William Buford reporting ATV's cutting thorough his property, and how remedying this is outside the GLA's reach of authority and should be handled by the proper authorities. William will be contacted to suggest that he contact the Sheriff when this happens, and he consider posting no trespassing signs.

6. UNFINISHED BUSINESS
No unfinished business at this time.

7. NEW BUSINESS
No new business at this time.

8. Comment Period for Visiting Landowners
Valery O'Connell commented on various matters and asked questions of the Road Committee.

9. Closed session
9.1 Discussion of lawsuits – RB/Board

10. Meeting Adjourned at 9:45 p.m.

11. Next Board Meeting: July 15th, 2013 at St. John's Church

2013-06-10_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

June 10, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – April 29, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 5.1.2 File Sharing & QuickBooks Access – AA (1 min)
     - 5.1.3 Amanda Hull fee waiver request – SS (1 min)
     - 5.1.4 GLA / State of MT Unemployment Insurance – SS (1 min)
   - 5.2 Managerial Committee Report – AA (2 min)
   - 5.3 Road and Weed Mgmt Committee Report – WS/RS (15 min)
   - 5.4 Project Review Committee Report – AA/RS (2 min)
   - 5.5 Website Committee Report – SM (2 min)
   - 5.6 Community Committee Report
     - 5.6.1 Nuisance Letter from Jerry Ladewig – RB (1 min)
     - 5.6.2 William Buford ATV's – AA (1min)

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: July 15th, 2013 at St. John's Church**

2013-07-15_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *FINAL*

July 15, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:29 p.m. at St. John's Church. Janet gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Alyssa Allen (Vice President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), William Smith, Gerald Dubiel, and Paul Ranttalo (excused at 8:01pm).
   ABSENT: Sean Halling, Rich Spallone (aka Rich), Laura Boise, Scott McBride, and Ken Haug.
   ALSO ATTENDING: Nathan & Ashley (Minnick Management, Inc.)
   Landowners: James Coslick, Chris Williams, and Daniel & Valery O'Connell.

2. **Set Agenda**

3. **Approve Meeting Minutes – June 10, 2013**
   Motion: Sheridan motioned and William seconded to approve the June 10th, 2013 meeting minutes. **Motion carried.** Abstentions: Gerald who was not present June 10th.

4. **Visiting Landowner Input Period**
   James Coslick inquired about a committee to review the covenants and expressed appreciation for the recent Landowner Road Survey.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's reports. **MOTION:** William motioned and Gerald seconded to approve June 2013 Treasurer's Reports. **Motion carried unanimously.**

   5.1.2 CPA review of GLA Bookkeeping Practices – AA
   Alyssa presented the report from CPA Robert Storey who recently reviewed the GLA's bookkeeping procedures as part of the Board approved CPA's review which was paid for by Regina Wunsch.

   5.1.3 Liability Insurance Renewal – JN
   Janet updated the Board on completing the liability insurance renewal application.

   5.2 Managerial Committee Report – AA
   No current report.

   5.3 Road and Weed Mgmt Committee Report – WS/RS
   William reported on the June 27th, 2013 road committee meeting at 6:30pm at which Sheridan, Charlene Murphy and he reviewed seven more Landowner Surveys received. The committee looked into determining if there were any survey items that were weighted based on geographical location and did not note any specific trends.
   William reported that it is now time to mow along the edge of the roads and noted that Daniel Peterson will be contacted to inquire if he can cut along community roads as an independent contractor as there is a shortage of available contractors for such mowing.
   Paul reported that a grader may have become available for the purpose of ongoing road maintenance. Gerald reported that weed spraying is scheduled to take place soon.

Paul mentioned that they may have potentially found a combination front loader and sickle mower for purchase that will first be considered by the road committee for viability and, if deemed appropriate, will then be brought to the board for discussion.

5.4 Project Review Committee Report – AA/RS
No current report.

5.5 Website Committee Report – SM
No current report.

5.6 Community Committee Report

5.6.1 Correspondence from Jerry Ladewig – RB
Alyssa presented correspondence received from Jerry Ladewig regarding debris, inoperable cars, and like items which she believes are creating a nuisance. Alyssa discussed how the way the GLA currently handles covenant complaints is to address them if specific items are brought to the attention of the Board. From there a letter is sent to the landowner in question and given 30 days to respond regarding the complaint. The Board discussed that letter would be sent to the landowners in question from Jerry's complaint with exception of those where clean-up work is currently taking place.

5.6.2 Buford ATV Complaint Response – AA
Alyssa presented the response letter sent in regard to the Buford ATV complaint.

6. UNFINISHED BUSINESS
No unfinished business at this time.

7. NEW BUSINESS

7.1 Project Review Committee – AA/RS

7.1.1 Lot 10-B NG / Nash Residence Application
Alyssa presented the Nash residence application on Lot 10-B within NG. Gerald confirmed that the setbacks have been met. Alyssa motioned and William seconded to approve the residence to be built on Lot 10-B in NG for Jeffrey Nash with the conditions that the necessary electrical and plumbing permits be obtained and the all disturbed land be reseeded. **Motion carried unanimously.**

7.1.2 Lot 5-B NG / Price Addition Application
Alyssa presented the Price's addition application on Lot 5-B in NG for the purpose of creating a handicap accessible living space. She noted that due to the requirement of a necessary breezeway a variance to the setback requirements of 50 feet would need to be made to accommodate a 46 foot setback. In addition, due to this project being donated and paid through fundraising the Price's are also seeking a variance to the sanitation bond requirements as funds are needed to complete the project. The Board discussed the project with the builder and attending property owners and it was determined that a variance to the setback requirements would not be needed if the addition were to be moved forward to the South-East a few feet. The builder agreed that this could be done to stay within the setback and approved of this suggested modification as the agent for the Price's. **MOTION**: Alyssa motioned and Sheridan seconded to approve the Price's addition application with the conditions that the placement of the structure is adjusted to honor the 50 foot setback requirement, the necessary electrical and plumbing

permits are obtained, that all disturbed land be reseeded, and that the sanitation bond be waived. **Motion carried**. Abstentions: Janet.

7.1.3 Lot 33-B SG / Hull Greenhouse Application
Item tabled.

7.1.4 Lot 34-B SG / Covington Garage Remodel
Alyssa reported that a project is taking place which has not been applied for where a garage is being remodeled into a dwelling unit. She discussed that the policy of not reviewing projects under 200 square feet may be in need of amending. She proposed that garden sheds and like structures should still be allowed to be placed without review but any dwelling unit, regardless of size, should be reviewed. In order to accommodate the new policy the covenants would need to be amended to reflect the appropriate policy. The board discussed that once the project reported by Alyssa is complete a dwelling assessment will need to be charged. Alyssa noted that everything must be reviewed per the covenants as they are currently stated.

7.1.5 Charging Impact Fees Regardless of Application Submittal
Alyssa discussed that when a landowner moves forward with a project without submitting to project review, paying the required fees, and being in compliance a potential fining system may need to be researched. The board discussed that a potential fining system would need to be brought to the community as part of a potential covenant amendment. Alyssa asked if an impact fee can be charged to those who build without the approval. The board discussed that in order to be fair and equitable to the community, impact fees should be charged as they apply to any project and that impact fees charged do not require amendment to the covenants. The board also discussed a review of the governing documents in relation to impact fees and sanitation bonds. The Board discussed putting together potential changes to the covenants and gathering any landowner suggestions in regard to this. It was agreed that a notice should be added to the upcoming newsletter asking landowners to submit any suggested changes they might have to the covenants by September.

7.1.6 Project Review for Major Landscaping Projects
Alyssa noted that legal counsel has suggested that major landscape or terrain changing projects should go through the project review process and that in order to do so the covenants would not need to be amended.

7.2 Managerial Committee Report – AA

7.2.1 July Newsletter – AA
Alyssa presented the draft newsletter and the Board discussed content.

8. Comment Period for Visiting Landowners
Daniel and Valery O'Connell commented on various matters.

9. Closed session
9.1 Discussion of lawsuits – RB/Board

10. Meeting Adjourned at 9:35 p.m.

11. Next Board Meeting: August 12th, 2013 at St. John's Church

GLA 03164

2013-07-15_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

July 15, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – June 10, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 5.1.2 CPA review of GLA Bookkeeping Practices – AA (3 min)
     - 5.1.3 Liability Insurance Renewal – JN (1 min)
   - 5.2 Managerial Committee Report – AA (2 min)
   - 5.3 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.4 Project Review Committee Report – AA/RS (1 min)
   - 5.5 Website Committee Report – SM (2 min)
   - 5.6 Community Committee Report
     - 5.6.1 Correspondence from Jerry Ladewig – RB (5 min)
     - 5.6.2 Buford ATV Complaint Response – AA (1 min)

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Lot 10-B NG / Nash Residence Application
     - 7.1.2 Lot 5-B NG / Price Addition Application
     - 7.1.3 Lot 33-B SG / Hull Greenhouse Application
     - 7.1.4 Lot 34-B SG / Covington Garage Remodel
     - 7.1.5 Charging Impact Fees Regardless of Application Submittal
     - 7.1.6 Project Review for Major Landscaping Projects
   - 7.2 Managerial Committee Report – AA
     - 7.2.1 July Newsletter – AA (3 min)

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: August 12th, 2013 at St. John's Church**

2013-08-12_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

August 12, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:06 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President) aka Richard, Alyssa Allen (Vice President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), William Smith (excused at 9:06 pm), Gerald Dubiel, Rich Spallone (aka Rich), Laura Boise, and Paul Ranttalo.
   ABSENT: Sean Halling, Scott McBride, and Ken Haug.
   ALSO ATTENDING: Nathan and Ashley (Minnick Management, Inc.)
   Landowners: Regina Wunsch, Charlene Murphy, Lindsey & Chad Stone, Chris Williams, Daniel & Valery O'Connell, Jerry Ladewig, and Linda Ulrich. Guest: Danilie Howe

2. **Set Agenda**

3. **Approve Meeting Minutes – July 15, 2013**
   Motion: Sheridan motioned and William seconded to approve the July 15th, 2013 meeting minutes. **Motion carried.** Abstentions: Rich and Laura who were not present July 15th.

4. **Visiting Landowner Input Period**
   Jerry Ladewig inquired about posting meeting minutes on the GLA's website.

   Chris Williams inquired about some road maintenance work being performed.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's reports. **MOTION:** Alyssa motioned and Rich seconded to approve July 2013 Treasurer's Reports. **Motion carried unanimously.**

   5.2 Election Committee Report – SS
   Sheridan reported that the upcoming annual meeting announcement and nomination mailing will be sent out at the end of August.

   5.3 Managerial Committee Report – AA
   Alyssa reported that no one had come forth to apply for the independent contractor position to produce the newsletter. She reported that a lot of work was being handled due to the current litigation.

   5.4 Road and Weed Mgmt Committee Report – WS/RS
   William reported that the clean-up of the cul-de-sac at the end of Arcturus is in the process of being started this month. He noted that mowing, which is best done annually to help deter snow drifts, was approached via manual weed whacking first and mowing afterwards to help reduce damage to mowing equipment caused by rocks. Despite the initial weed whacking, the mowing contractor still incurred $600 worth of damage to his equipment due to rocks. This demonstrates the need to improve how the cutting is approached and the road committee will be continuing to look at ways to improve the mowing process.
   William discussed three areas on Capricorn where water collects up to the edge of the asphalt. Two sumps have previously been approved to be installed to help mediate this issue while the need for a third sump is newly identified. **Motion:** William motioned and Sheridan seconded to approve the addition of a man hole storm water sump to be

GLA 03168

installed on the North side of Capricorn Drive within the community road easement across from the driveway to addresses 215 and 217 Capricorn at the cost to $2,600 to be paid for out of the road maintenance reserve fund. **Discussion:** The board discussed that this is an appropriate step to help protect the investment of the asphalt and gravel roads. **Motion carried unanimously.**

The board then discussed the availability of funds in light of the bookkeeping review and the potential for funding the third man hole sump. **Motion:** Laura motioned and William seconded to fund the two previously approved man hole drainage sumps out of the road maintenance reserve fund rather than the chip seal funds. **Motion carried unanimously.**

William reported that weed spraying has been completed and that in preparation for winter, the road committee is checking vehicles and equipment to help improve plowing and sanding efficiency in response to landowner comments. Paul discussed that he was looking into equipment to handle both loading sand and cutting grass.

5.5 Project Review Committee Report – AA/RS

Alyssa reported on a letter received from Timothy Brockett regarding a project on parcel 84 in High South where some damage to the road allegedly had occurred as a result of construction activity. **ACTION ITEMS:** ***Paul:*** Contact the owner to inquire about the project. ***Rich:*** Touch base with Tim regarding the road condition.

5.6 Website Committee Report – SM

No report at this time.

5.7 Community Committee Report

5.7.1 Lot 24 SG / McGee Correspondence – RB

5.7.2 Lot 47 SG / Mueller Correspondence – RB

5.7.3 Lot 28-C SG / Ford Correspondence – RB

Richard reported on complaints received by Jerry Ladewig regarding Lots 24 SG, 47 SG, and 28-C SG and presented draft letters that were to be sent to Jerry as well as to the lot owners in question regarding the issues. The board reviewed the letters and concurred that they were acceptable.

5.8 Governing Document Committee Report – AA

Alyssa reported that they are working on obtaining landowner suggestions for changes to the Bylaws, Covenants and Master Plan. The board discussed potential ways to compile and gather ideas.

6. UNFINISHED BUSINESS

6.1 CPA Review of GLA Bookkeeping Practices – SS

CPA Robert Storey presented the proposed restructuring of the GLA's bookkeeping records in order to correct some items in relation to the balance sheet, reclassify items which should be classified as liabilities, and to introduce fund accounting standards which will generate a more accurate balance sheet. Fund accounting will show a better picture of cash flow, and the proposed restructuring will establish a more efficient bookkeeping system. He informed the Board that the Wunsch's have agreed to pay for the proposed restructuring. If approved, Robert stated that the time frame would be to work thru September to get restructuring work completed with the goal of having a live system in place by October. In addition, Bob noted that there should be some type of annual follow up to review the books and prepare an annual financial statement. Bob discussed the technical application of starting a Quickbooks "new company" file and how historical information will be retained. The board discussed how transitioning into restructured records might be accomplished and the importance of being able to present

accurate and clear figures. Robert presented an engagement letter to be reviewed which if approved, would allow the restructuring process to begin. Robert answered questions from the Board and landowners in attendance. **Motion:** Sheridan motioned and Laura seconded to approve the engagement letter from CPA Robert Storey for the proposed restructuring of the bookkeeping records as proposed and paid for by the Wunsch's. **Motion carried unanimously.**

6.2 Project Review Committee – AA/RS

6.2.1 Lot 5-B NG / Price Addition Placement Update – AA

Alyssa reported that the Price's have submitted an updated site plan to match the project approval which complies with the 50-foot setback requirements.

6.2.2 Lot 33-B SG / Hull Greenhouse Application Update – AA

Alyssa reported that the project has been put on hold by the owners.

7. NEW BUSINESS

7.1 Clarification about Common Use and Reserved Land – WS

The board discussed the various access areas as well as the potential placement of signs designating access areas.

7.2 Project Review Committee – AA/RS

7.2.1 Parcel 75 SG / Campbell Greenhouse Application – AA

Alyssa presented the Campbell Greenhouse application. Due to the minimal nature of the project, the owner has requested a reduced impact fee of $25.00 and waiver of the sanitation bond. **Motion:** Alyssa motioned and Laura seconded to approve the Campbell's greenhouse with the conditions that disturbed land be reseeded, the impact fee be $25.00, and that the sanitation bond be waved. **Motion carried unanimously.**

7.2.2 Lot 29-A NG / Stone Greenhouse Application – AA

Alyssa presented the Stone Greenhouse application. Due to the minimal nature of the project, the owner has requested a reduced impact fee of $25.00 and waiver of the satiation bond. **Motion:** Alyssa motioned and Laura seconded to approve the Stone's greenhouse with the conditions that disturbed land be reseeded, the impact fee be $25.00, and that the sanitation bond be waved. **Motion carried unanimously.**

7.3 Impact Fees and Covenant Enforcement – AA

Alyssa discussed research of the governing documents and the confirmation from legal counsel that the GLA may charge impact fees as it deems appropriate as a way to maintain the roads. As part of the report she cited Covenant 10.01 "Association's Authority," Covenant 6.01 "Association's Approval," and Bylaws Article XI "Board of Directors" Section B "General Powers and Duties."

Alyssa discussed how the covenants state that all structures require project review and the history of how structures under 200 sq/ft had not been reviewed based on a policy adopted by one of the earlier boards. She presented that in light of research, the covenants would need to be amended to allow for smaller projects under 200 sq/ft to either not be reviewed, or, to be reviewed and approved by the Project Review Committee directly. Item tabled for further research.

The board discussed that according to legal counsel, the governing documents allow for a fining system to be implemented as a method of covenant enforcement, but that this should be brought to the landowners for their input and suggestion before pursuing this direction.

8. **Comment Period for Visiting Landowners**

   Comments and input were given by Jerry Ladewig, Linda Ulrich, Regina Wunsch, and Daniel & Valery O'Connell.

9. **Closed session**
   9.1 Discussion of lawsuits – RB/Board

10. **Meeting Adjourned at 10:45 p.m.**

11. **Next Board Meeting: September 9th, 2013 at St. John's Church (Later changed to September 16th, 2013).**

2013-08-12_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 12, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – July 15, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 5.2 Election Committee Report – SS (2 min)
   - 5.3 Managerial Committee Report – AA (2 min)
   - 5.4 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.5 Project Review Committee Report – AA/RS (1 min)
   - 5.6 Website Committee Report – SM (1 min)
   - 5.7 Community Committee Report
     - 5.7.1 Lot 24 SG / McGee Correspondence – RB (2 min)
     - 5.7.2 Lot 47 SG / Mueller Correspondence – RB (2 min)
     - 5.7.3 Lot 28-C SG / Ford Correspondence – RB (2 min)
   - 5.8 Governing Document Committee Report – AA (2 min)

6. **UNFINISHED BUSINESS**
   - 6.1 CPA Review of GLA Bookkeeping Practices – SS (15 min)
   - 6.2 Project Review Committee – AA/RS
     - 6.2.1 Lot 5-B NG / Price Addition Placement Update – AA (1 min)
     - 6.2.2 Lot 33-B SG / Hull Greenhouse Application Update – AA (1 min)

7. **NEW BUSINESS**
   - 7.1 Clarification about Common Use and Reserved Land – WS (3 min)
   - 7.2 Project Review Committee – AA/RS
     - 7.2.1 Parcel 75 SG / Campbell Greenhouse Application – AA (3 min)
     - 7.2.2 Lot 29-A NG / Stone Greenhouse Application – AA (3 min)
   - 7.3 Impact Fees and Covenant Enforcement – AA (5 min)

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: September 9th, 2013 at St. John's Church**

2013-09-16_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

September 16, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
The meeting was called to order by Alyssa Allen at 7:07 p.m. at St. John's Church. Janet gave the opening prayer.

PRESENT: Alyssa Allen (Vice President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), William Smith, Gerald Dubiel, Paul Ranttalo, and Rich Spallone (aka Rich).
ABSENT: Richard Bolen (President), Sean Halling, Laura Boise, Scott McBride, and Ken Haug.
ALSO ATTENDING: Peter & Ashley (Minnick Management, Inc.)
Landowners: Dennis Kight, Daniel & Valery O'Connell, Charlene Murphy, Donna Anderson, Regina Wunsch, Ia Williams, and Ron Wartman. Guest: Danilie Howe.

2. **Set Agenda**

3. **Approve Meeting Minutes – July 15, 2013**
Motion: William motioned and Sheridan seconded to approve the July 15, 2013 meeting minutes with corrections as follows: Add Danilie Howe as a Guest in attendance and add wording "and gravel" to the discussion portion of item 5.4. **Motion carried unanimously**.

4. **Visiting Landowner Input Period**
Dennis Kight inquired about easement access to common use land from Sagittarius Skyway. The Board described how common land was accessed, and discussed the need to install better signs to direct landowners to the access route.

5. **Officer and Committee Reports**

5.1 Executive Committee Report

5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
Sheridan presented the Treasurer's reports. There was no motion made

5.1.2 Progress with CPA Robert Storey- SS
Sheridan read a memo dated September 16th from Robert Storey describing how good progress has been made on the new structure in Quickbooks and how a working model will be available for the Board to view on Friday September 20th at his office. The Board acknowledged Regina Wunsch and thanked her for funding the project.

5.2 Election Committee Report – SS
Sheridan reported that she is gathering volunteers to help with the annual meeting and things are on schedule. She noted the need for an ombudsman for NG and if anyone has an idea of who would like to run to please let her know.

5.3 Managerial Committee Report – AA
Alyssa reported that the ongoing litigation has caused a significant burden for the Managerial Committee due to the amount of hours required to fulfill the Association's obligation to answer requests related to the litigation for the past 2 years. She explained that the GLA's documents have not been kept in an organized or consolidated manner due to the volunteer and part-time nature of administrative personnel and lack of an office location in the past, and that producing reports for litigation demands was especially time-consuming. Alyssa presented the idea of a conference phone being used at meetings to allow Board members to participate in meetings when they were unable to attend in person for various reasons. She handed out information about the Polyvore 500, and how a typical conference phone, sized to handle our meetings, would cost between $300-$400.

5.4 Road and Weed Mgmt Committee Report – WS/RS

William reported on the September 9th, 2013 Road Committee meeting, attended by William Smith, Rich Spallone, Sheridan Stenberg, Charlene Murphy, and Gerald Dubiel. Discussion focused on the upcoming year's budget, and was followed by a meeting with landowner Regina Wunsch to hear her concerns and ideas about the roads and future projects. William reported that Arcturus was recently graded, weeded, and cleaned up. He also mentioned that a test strip of magnesium chloride was put down for a length of 700 feet and has worked well so far. The committee welcomes input from landowners on this issue, and is still working on a cost/benefit analysis for this project.

5.5 Project Review Committee Report – AA/RS

Alyssa reported that legal counsel has confirmed that the covenants require that every building and structure must be reviewed regardless of size. The Board's current policy of not reviewing structures 200 s.f. or less would have to be validated by an amendment to the covenants. Until such an amendment could be made, Alyssa suggested that the Board not charge an application fee or sanitation bond for any structures 200 s.f. or less, the Project Review Committee be given authority to review and approve such structures, and the results would be reported on at the monthly Board meetings. Item tabled in order to receive further legal counsel, and Board will revisit next meeting.

5.6 Website Committee Report – AA

Alyssa reported that Scott has been working on updating the website.

5.7 Community Committee Report - AA

Alyssa reported that no responses to the violation letters sent by the Association have been received. No further action is being taken by the Board at this time.

5.8 Governing Document Committee Report - AA

Alyssa reported that legal counsel Alanah Griffith clarified that the procedure for amending the Covenants and Master Plan would start with the board appointing both directors and landowners to the Governing Document Committee who would meet and discuss possible changes; then the committee would meet with legal counsel to explore options and report back to the board. Ron Wartman (landowner) expressed interest in being a part of the committee, and Alyssa said she will bring names to the next meeting of other people who have expressed interest in being involved as well.

6. UNFINISHED BUSINESS

No unfinished business at this time.

7. NEW BUSINESS

7.1 Executive Committee

7.1.1 Liability Concerns and Future Expenses - AA

Alyssa reported on the possible future expense of the Association due to ongoing litigation and how it may create difficulty in getting future liability insurance, or the premium could rise exponentially. She explained that the Association's current liability insurance is covering legal costs, but on the yearly anniversary date of June 2014, the premium could be raised, and the policy may not be renewed in June 2015 which is the expiration date of the current policy.

GLA 03176

7.2 Managerial Committee Report

7.2.1 Proposal for Administrative/Secretarial Position - AA

Alyssa proposed hiring an individual to consolidate, organize, and digitize as appropriate all of the GLA's materials and records in order to lessen the amount of hours spent answering ongoing litigation. The board discussed the benefit of hiring Minnick Management to perform this work as a special project rather than hiring an individual employee, and a way to fund the project within the current budget. Alyssa reported that Minnick Management had been contacted regarding this idea, and it would be feasible for them to handle this work. The proposed rate of pay would be $20/hr. **MOTION:** Sheridan motioned and Gerald seconded to allocate funds from Policy and Procedure budget to Minnick Management for the special project of organizing records. **Motion carried unanimously.**

7.3 Project Review Committee

7.3.1 Parcel 84-B SG / Branson Shop and Storage Building Application - AA

Alyssa presented the application and pointed out that this is a tenancy-in-common parcel. She noted that there were no variances requested and Paul confirmed that the setback requirements had been met. **MOTION:** Sheridan motioned and Gerald seconded to approve Branson's shop and storage building application with the conditions that any necessary permits be obtained and that all disturbed land be reseeded. **Motion carried unanimously**

7.4 Posting Meeting Minutes on Website - AA

Alyssa explained that she received legal counsel on this issue and it is up to the Board's discretion to decide if meeting minutes should be posted on the website. After discussion the Board decided to continue not posting minutes since meeting minutes could contain personal information and create more liability for the Association. Any landowner may view meeting minutes in the minute binder at the monthly meetings, or they can request them from Minnick Management.

7.5 Paradise Valley Shelters for Sale – JN (added to agenda)

Janet read an article from the Livingston Enterprise newspaper dated September 9th, 2013 concerning a property with 4 underground shelters being for sale in the community. Janet mentioned that the Association should be aware that there may be a future sale of the property.

8. Comment Period for Visiting Landowners

Comments were given by Charlene Murphy and Daniel & Valery O'Connell.

9. Closed session

9.1 Discussion of lawsuits – AA/Board

10. Meeting Adjourned at 9:28 p.m.

11. Next Board Meeting: October 7th, 2013 at St. John's Church

2013-09-16_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

September 16, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – August 12, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 5.1.2 Progress with CPA Robert Storey – SS (1 min)
   - 5.2 Election Committee Report – SS (2 min)
   - 5.3 Managerial Committee Report – AA (2 min)
   - 5.4 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.5 Project Review Committee Report – AA/RS (1 min)
   - 5.6 Website Committee Report – SM (1 min)
   - 5.7 Governing Document Committee Report – AA (2 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Project Review Committee – AA/RS
     - 6.1.1 Lot 33-B SG / Hull Greenhouse Application Update – AA (1 min)

7. **NEW BUSINESS**
   - 7.1 Project Review Committee – AA/RS
     - 7.1.1 Parcel 84-B SG / Branson Shop and Storage Unit Application – AA (3 min)
   - 7.2 Executive Committee
     - 7.2.1 Potential Special Meeting
   - 7.3 Governing Document Committee
     - 7.3.1 Liability Issues Created By Governing Documents – AA (3 min)

8. **Comment Period for Visiting Landowners**

9. **Closed session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: October 7th, 2013 at St. John's Church**

2013-10-07_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

October 7, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:06 p.m. at St. John's Church. Laura gave the opening prayer.

   PRESENT: Richard Bolen (President), Alyssa Allen (Vice President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), Laura Boise, Gerald Dubiel (arrived at 7:20 pm), Scott McBride (left at 9:40 pm), William Smith (left at 9:43 pm).
   ABSENT: Sean Halling, Ken Haug, Rich Spallone (aka Rich), Paul Ranttalo.
   ALSO ATTENDING: Nathan & Ashley (Minnick Management, Inc.)
   Landowners: Daniel & Valery O'Connell, Charlene Murphy, Jerry Ladewig, Donna Lash Anderson, Ia Williams.

2. **Set Agenda**

3. **Approve Meeting Minutes – September 16, 2013**
   MOTION: Sheridan motioned and William seconded to approve the September 16, 2013 meeting minutes with the edits to remove the word "Motion" from 5.1.1., add William Smith, Rich Spallone, Sheridan Stenberg Charlene Murphy, and Gerald Dubiel to those in attendance at the September 9th Road Committee meeting under 5.4, and to add the word "that" to 5.8. **Motion carried.** Abstentions: Scott, Richard, and Laura who were not present on September 16, 2013.

4. **Visiting Landowner Input Period**
   No landowner input was given.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's reports. **MOTION:** Scott motioned and Laura seconded to approve the September 2013 Treasurer's reports. **Motion carried unanimously.**
   MOTION: Janet motioned and Alyssa seconded to approve the August 2013 Treasurer's reports. **Motion carried.** Abstentions: Richard, Scott, and Laura who were not present on September 16, 2013.

   5.1.2 2014 Budget Meeting - SS
   Sheridan reported that there was a budget meeting on September 19, 2013, in which she, Laura, Alyssa, and Charlene met to discuss the draft budget for 2014.

   5.1.3 Progress with New Accounting Structure - SS
   Sheridan reported that on Friday, September 20th, Nathan (Minnick Management, Inc.), Alyssa, Bob Storey, and she met to review the new accounting structure. Sheridan commented that the new accounting structure is very detailed and will assist in even clearer reporting to the Landowners.

   5.2 Election Committee Report – SS
   Sheridan reported that everything is on schedule for the annual meeting. She is still gathering volunteers and is specifically looking for volunteers to count ballots. Many who counted in the past are now candidates so she is continuing to look into the volunteer pool.

5.3 Managerial Committee Report - AA

Alyssa discussed the file organization project and how it can be paid for with funds that were previously set aside in savings for procedures and operations. Alyssa reported she has further clarified with Minnick Management that they will work on organizing records as a special project at a rate of $20 per hour, as long as the work can be done without having to remove personnel from their office, or meet rush deadlines. She explained the project will begin after the annual meeting.

5.4 Road and Weed Mgmt Committee Report – WS/RS

William reported that the fall grading has been completed in South Glastonbury but grading in North Glastonbury is still in the process of being completed due to weather conditions. He noted that upper Gemini is in process of being repaired due to water related damage. William also presented the 2nd edition of the *Pavement Management Guide.* He suggested it was time for the GLA to obtain this guide as it provides many operational procedures and guidelines that can be referred to for overseeing road maintenance. **MOTION:** William motioned and Laura seconded that the GLA purchase the 2nd edition of the *Pavement Management Guide* at the cost of $114. **Motion carried unanimously.**

5.5 Project Review Committee Report – AA/RS

Alyssa discussed the ongoing efforts to bring the project review process into strict compliance with the governing documents. As mentioned in previous meetings, legal counsel has confirmed that according to the covenants any projects under 200 sq./ft. must be reviewed by the Board and the current practice of not reviewing small projects is not in compliance. Alyssa clarified that the Master Plan requires that the board must give approvals to projects and retracted her previous proposal, which was tabled, to have small projects reviewed and approved only by the Project Review Committee.

5.6 Website Committee Report – SM

Scott reported that he has updated the links that no longer work along with other information that was outdated. He sent the changes to Rudy Parker for implementation.

5.7 Governing Document Committee Report- AA

Alyssa reviewed the process of how amending the Governing Documents is accomplished and mentioned several individuals who have expressed interest in being on such a committee that would gather landowner input and offer suggestions. She proposed waiting till the December 2013 meeting with the new Board members before appointing committee members.

6. UNFINISHED BUSINESS

6.1 Project Review Fee Schedule – AA (added to agenda)

Alyssa presented a new fee schedule for Project Reviews. She proposed that any structure 200 sq./ft. or less would have no impact fee or sanitation bond and the application fee would be $10. Any structure over 200 sq./ft. would have the usual $25 application fee and the impact fee and sanitation bond would be determined by square footage within the new fee schedule. **MOTION:** Alyssa motioned and Gerald seconded to present the new project review fee schedule to landowners via the October mailing, with the amendment that a 'sanitation bond' will now be called a 'construction bond;' and after thirty days notice is given to the landowners per due process, the fee schedule will be implemented. William motioned and Alyssa seconded to amend the previous motion to add that the Board intends to notify landowners of approved/disapproved project reviews by

publishing on the GLA website and to get feedback at the annual meeting. **Motion carried unanimously.**

7. NEW BUSINESS

7.1 Executive Committee

7.1.1 Lot 43-3 NG/ Bashore Assessment Payoff & Lien Release Proposal - AA

Alyssa explained that Lot 43-3 NG was sold in a tax sale in March 2006. After doing some research, she confirmed that the Association was given proper notice by Eric Bashore regarding the tax deed, but did not take any action. The new owner, Eric Bashore, has contacted the Board to clear up past amounts due and to get the lien released. The owner proposed paying all the back dues, principals, and fines since he took ownership in March 2006. Alyssa reported she received legal counsel that the association cannot require that Eric pay assessments prior to March 2006, and that the Board is in a position to accept his proposal of approx. $6,000 because approx. $3,690 is considered uncollectible. After discussion, the issue was tabled to receive further legal counsel.

7.1.2 Proposed 2014 Budget - SS/AA

Sheridan reported that a budget meeting was held and attended by herself, Laura, Alyssa and Charlene. She explained that according to the proposed budget, even more money would be spent on roads than ever before and assessments would not be raised. William noted that there has been good communication with the Road Committee to help establish and meet the goals of road maintenance. The Board discussed the likelihood of insurance premiums being raised this coming June 2014 due to the ongoing litigation and the need to build a reserve fund to cover the extra costs. Sheridan mentioned that there could be a special assessment to cover those costs at the appropriate time if necessary. The board agreed that the landowners need to be informed of the potential increase in insurance premiums at the annual meeting. **MOTION:** William motioned and Gerald seconded to raise assessments by 10 percent to build a reserve fund. 4 in favor (William, Gerald, Scott, & Richard) 4 opposed (Sheridan, Janet, Alyssa, Laura). Motion failed.

7.1.3 Presidents Letter - RB

Richard presented that he and Alyssa are working on a President's letter to go out with the next mailing and that a draft would be sent to the board for comments and input prior to finalizing.

7.1.4 Litigation Documents on GLA Website - AA

Alyssa proposed putting the litigation documents on the website in order to let the landowners know what is really going on with the ongoing litigation. **MOTION:** Alyssa motioned and Sheridan seconded to post the litigation documents on the GLA website and to create a binder of the documents to have at every Board meeting for landowners to review. **Motion carried unanimously.**

7.1.5 November Monthly Meeting Date - AA

Alyssa proposed moving the next Board meeting to Wednesday, November 6th or another day that week instead of November 4th since she would be away on November 4th. Discussion. The Board agreed to change the date to Tuesday, November 5th.

7.2 Project Review Committee

7.2.1 Parcel 57 SG / Kremer House, Well & Driveway - AA

Alyssa presented the Kremer's application for a house/cabin, well and driveway. It was noted that there are no variances being requested and Gerald verified that the setbacks have been met. **MOTION:** Alyssa motioned and Gerald seconded to approve Kremer's house, well, and driveway application with the conditions that the necessary plumbing and electrical permits be obtained and that all disturbed land be reseeded. **Motion carried unanimously.**

7.2.2 Lot 30-E NG/ Ranttalo Shed - AA

Gerald presented Paul Ranttalo's shed application. Gerald verified that the setbacks have been met. **MOTION:** Alyssa motioned and Gerald seconded to approve Ranttalo's shed with the condition that all disturbed land be reseeded. **Motion carried unanimously.**

7.2.3 Lot 25-D SG/ Diehl Garage - AA

Alyssa presented Denise Diehl's garage application and noted that there is a small change, which is that she will be paying the full impact fee. Gerald verified that the setbacks have been met. **MOTION:** Alyssa motioned and Sheridan seconded to approve Diehl's garage application with the condition that all disturbed land be reseeded and necessary permits be obtained. **Motion carried unanimously.**

8. Comment Period for Visiting Landowners

Charlene Murphy, Daniel and Valery O'Connell commented on various matters.

9. Closed session

9.1 Discussion of lawsuits – RB/Board

10. Meeting Adjourned at 10:01 p.m.

11. Next Board Meeting: November 5th, 2013 at St. John's Church

2013-10-07_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

October 7, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – September 16, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
     - 5.1.2 2014 Budget Meeting – SS (1 min)
     - 5.1.3 Progress with New Accounting Structure – SS (1 min)
   - 5.2 Election Committee Report – SS (1 min)
   - 5.3 Managerial Committee Report – AA (2 min)
   - 5.4 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.5 Project Review Committee Report – AA/RS (1 min)
   - 5.6 Website Committee Report – SM (1 min)
   - 5.7 Governing Document Committee Report – AA (1 min)

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**
   - 7.1 Executive Committee
     - 7.1.1 Lot 43-3 NG / Bashore Assessment Payoff & Lien Release Proposal – SS (2 min)
     - 7.1.2 2014 Proposed Budget – SS/AA (3 min)
     - 7.1.3 Presidents Letter – RB (1 min)
     - 7.1.4 Litigation Documents on GLA Website – AA (1 min)
     - 7.1.5 November Monthly Meeting Date – AA (1 min)
   - 7.2 Project Review Committee
     - 7.2.1 Parcel 57 SG / Kremer House, Well & Driveway – AA (3 min)
     - 7.2.2 Lot 30-E NG / Ranttalo Shed – AA (2 min)
     - 7.2.3 Lot 25-D SG / Diehl Garage – AA (2 min)

8. **Comment Period for Visiting Landowners**

9. **Closed Session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: November 4th, 2013 at St. John's Church**

2013-11-05_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

November 5, 2013

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Richard Bolen at 7:03 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Richard Bolen (President), Sheridan Stenberg (Treasurer), Janet Naclerio (Secretary), Laura Boise, Gerald Dubiel, Paul Ranttalo, Ken Haug, and Alyssa Allen (Vice President) (Arrived at 7:14 p.m.)
   ABSENT: Sean Halling, William Smith, Scott McBride, and Rich Spallone (aka Rich).
   ALSO ATTENDING: Nathan & Ashley (Minnick Management, Inc.)
   Landowners: Charlene Murphy, Daniel & Valery O'Connell, Regina Wunsch, Ron Wartman, Debbi Blais, Kevin Newby and Chris Williams. Guest: Danilie Howe.

2. **Set Agenda**

3. **Approve Meeting Minutes – October 7, 2013**
   Motion: Sheridan motioned and Gerald seconded to approve the October 7, 2013 meeting minutes. **Motion carried.** Abstentions: Ken and Paul who were not present October 7th.

4. **Visiting Landowner Input Period**
   No input given.

5. **Officer and Committee Reports**
   5.1 Executive Committee Report
   5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS
   Sheridan presented the Treasurer's reports. **MOTION:** Janet motioned and Paul seconded to approve the October 2013 Treasurer's reports. **Motion carried unanimously.**

   5.2 Election Committee Report – AA
   Alyssa reported that she had received clarification from legal counsel that when a membership interest is held by a corporation, the corporation can designate an individual to act as their representative. Verification of a designated representative would need to be documented by the corporation and provided to the GLA prior to allowing such individual to run for election to the board or to vote on behalf of the corporation. She also reported that regarding voting for positions to be filled at the annual election, legal counsel confirmed that only 1 vote would be counted for each unique candidate per ballot. If the same candidate was designated to fill more than one position on any one ballot, it would only be counted as one vote since one person cannot fill multiple positions.

   5.3 Managerial Committee Report – AA
   Alyssa reported the President's letter and impact fee information had been mailed with the October statements.

   5.4 Road and Weed Mgmt Committee Report – WS/RS
   Paul reported that the Road Committee met on November 4th and that he, Sheridan, William, and landowners Charlene Murphy and Walter Wunsch were in attendance. At the meeting the test section of magnesium chloride on Arcturus Drive in SG was discussed, as well as plow truck drivers who are prepared to help this season. Paul also reported that the Dodge truck is ready to go for snow plowing, however the Ford truck is beyond repair and is recommended to be sold in parts. **MOTION:** Paul motioned and Ken seconded to allow Walter Wunsch to buy the tires from the Ford plow truck for $100

replacing them with another set, and to sell the truck at the best price he can obtain for the GLA, while retaining the sanding component as the vehicle is beyond repair. **Motion carried unanimously.**

5.5 Project Review Committee Report – AA/RS
Alyssa reported that she has not received landowner input as of yet regarding the proposed impact fee schedule and mentioned how the Board is following due process by noticing the membership of the Board's intent to review all projects regardless of size in order to be in compliance with the covenants.

5.6 Website Committee Report – SM
Ken reported that he is in the process of updating and branding SharePoint in an effort to prepare it for use.

5.7 Governing Document Committee Report – AA
No report at this time.

6. UNFINISHED BUSINESS

6.1 Executive Committee

6.1.1 Lot 43-3 NG / Bashore Assessment Payoff & Lien Release Proposal – AA
Alyssa reported that legal counsel confirmed that Eric Bashore's payoff request was correct and that the amounts owed prior to his taking deed are uncollectable from Eric. She reported that a board vote was taken via email to accept the offer from Eric to pay all amounts owed by him as of taking title to the property in March 2006. The motion passed with 8 in favor and 4 did not respond.

6.1.2 Liability Insurance Estimate of Potential Increases – AA
Alyssa reported that through discussion and research with the GLA's insurance agent it is currently estimated that due to litigation expenses the professional liability insurance premium may increase to $3,000 per year and the deductible may increase to $10,000, however, the amount of the potential increase would not be known until determined by the insurance company.

6.1.3 2014 Proposed Budget – SS/AA
Sheridan reported on the updated 2014 draft budget. Regina Wunsch presented the new accounting code structure. The board discussed allocating funds to cover the expected increase in insurance premiums/deductibles due to litigation. **MOTION:** Alyssa motioned and Sheridan seconded to allocate $10,000 from the general fund that currently has a balance of $29,410, to pay the possible increase for the GLA's liability insurance deductible. **Motion carried unanimously.**
MOTION: Alyssa motioned and Sheridan seconded to accept the draft budget as presented on November 5, 2013 as amended for presentation to landowners at the annual meeting. **Motion carried unanimously.**

7. NEW BUSINESS

7.1 Election Committee – Annual Meeting

7.1.1 Annual Meeting Agenda – RB
Richard presented the draft agenda for the annual meeting and explained what will happen during each section. He discussed how meeting minutes will be taken at the annual meeting and the agenda outlined in the Bylaws will be followed precisely.

7.1.2 Review/discuss reports to be given at Annual Meeting – SS
The Board reviewed the various committees and reports to be given by each.

7.1.3 Review assignments for Minnick, board and volunteers – SS/NM
Sheridan reported that training for all the volunteers is complete and everything is lining up according to schedule.

7.1.4 Review handouts for meeting and timeline for submitting for copies to be made – SS/NM
Sheridan confirmed with Nathan that materials to be copied for the annual meeting need to be submitted to Minnick Management for production by the afternoon of Thursday, November 7th.

7.2 Road & Weed / Managerial Committees

7.2.1 Hunting/Suspicious Behavior Complaint – SS
Richard discussed that there were reports of suspicious activity pertaining to non-members accessing common land in high South Glastonbury for hunting, and that there may be a need for signage to be posted at GLA common land access. Sheridan reported that new "no trespassing" signs were being made for the cul-de-sac at the end of Sagittarius Skyway in SG. Richard noted that during hunting season, the Fish & Wildlife Service will enforce trespassing violations related to hunting during the hunting season.

7.2.2 Enforcement of Landowner Access Only for Common Use Land – AA
Alyssa presented the possible solution of utilizing hang tags for vehicles for identification purposes and provided information about how 100 tags could be produced for approximately $215. Any landowner who desired access to common land would obtain a unique hang tag for their vehicle which would help to clarify whether or not a person accessing the area is authorized to do so. Alyssa queried the Board about the possibility of presenting this idea at the annual meeting. The board discussed the lack of parking space to the easement access point on Hercules Drive in SG. Paul Ranttalo offered to clear a parking area with his equipment that was already in the vicinity. **MOTION:** Alyssa motioned and Ken seconded to accept Paul's offer to establish a clear parking area by parcel 97 in South Glastonbury within the GLA's parking easement for $100. **Motion carried unanimously.**

7.3 Executive Committee

7.3.1 Lot 5D NG / Mizzi Interest Reduction Request – SS
Sheridan presented an interest reduction request from Charlotte Mizzi and the Board discussed. **MOTION:** Sheridan motioned and Ken seconded to deny the reduction request. **Motion carried** 6 in favor, 1 opposed. Abstentions: Laura.

7.3.2 Lot 33-C SG / Ladewig 10/13/13 Suggestions – AA
Alyssa presented correspondence from the Ladewig's regarding issues relating to board & annual meeting conduct, publishing of candidate information and meeting minutes. The Board discussed the various topics and resolved that candidate bios should be published on the GLA's website in order to provide both NG and SG members the ability to view information of all candidates rather than just those in their particular Glastonbury. In addition, each candidate would be allowed to choose whether or not to have their personal contact information published to the members when running for election.

7.3.3 Lot 40-C SG / Blais Distribution of Meeting Minutes Request – AA
Alyssa reported that all landowners are entitled to meeting minutes. They can request them from Minnick Management or they may view them in the meeting minute binder at every Board meeting. As discussed in previous meetings, the Board has decided not to post meeting minutes on the GLA website after receiving legal counsel and taking into consideration that some landowners do not want personal issues to be published in a public format since there is no login system established on the website at this time.

8. Comment Period for Visiting Landowners
Charlene Murphy, Kevin Newby, Ron Wartman, and Daniel & Valery O'Connell commented on various matters.

9. Closed Session
9.1 Discussion of lawsuits – RB/Board

10. Meeting Adjourned at 9:52 p.m.

11. Next Board Meeting: December 9th, 2013 at St. John's Church

2013-11-05_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

November 5, 2013 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – October 7, 2013

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 Executive Committee Report
     - 5.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 5.2 Election Committee Report – SS (1 min)
   - 5.3 Managerial Committee Report – AA (2 min)
   - 5.4 Road and Weed Mgmt Committee Report – WS/RS (5 min)
   - 5.5 Project Review Committee Report – AA/RS (1 min)
   - 5.6 Website Committee Report – SM (1 min)
   - 5.7 Governing Document Committee Report – AA (1 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Executive Committee
     - 6.1.1 Lot 43-3 NG / Bashore Assessment Payoff & Lien Release Proposal – AA (1 min)
     - 6.1.2 Liability Insurance Estimate of Potential Increases – AA (3 min)
     - 6.1.3 2014 Proposed Budget – SS/AA (5 min)

7. **NEW BUSINESS**
   - 7.1 Community Committee
     - 7.1.1 Hunting/Suspicious Behavior Complaint – SS (3 min)
     - 7.1.2 Enforcement of landowner access only for common use land – AA (5 min)
   - 7.2 Executive Committee
     - 7.2.1 Lot 5D NG / Mizzi Interest Reduction Request – SS (1 min)
     - 7.2.2 Lot 33-C SG / Ladewig 10-13-13 Suggestions – AA (5 min)
     - 7.2.3 Distribution of Meeting Minutes Request – AA (3 min)

8. **Comment Period for Visiting Landowners**

9. **Closed Session**
   - 9.1 Discussion of lawsuits – RB/Board

10. **Adjournment**

11. **Next Board Meeting: December 9th, 2013 at St. John's Church**

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2013-12-09_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

December 9, 2013

CONFIDENTIAL – DO NOT COPY

1. **Closed Session**
   - **1.1 Orientation for New Board**
     Discussion of various ideas and fellowship.
   - **1.2 Discussion of lawsuits**
     An update was given regarding lawsuits.

2. **Open Session (Begins at 8:00 pm) - Call to Order**
   The meeting was called to order by Alyssa Allen at 8:15 p.m. at St. John's Church. Janet gave the opening prayer.

   PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Sheridan Stenberg (Treasurer), Donna Lash-Andersen, (Secretary), Rich Spallone, Janet Naclerio, Laura Boise, Gerald Dubiel, Scott McBride, Robert Wallace (aka Robert W.), and Robert Branson (aka Robert B.).
   ABSENT: Paul Ranttalo
   ALSO ATTENDING: Nathan (Minnick Management, Inc.)
   Landowners: Richard Bolen, Regina Wunsch, Dennis Kight, Chad Stone, Tim Brockett, Jerry & Jeff Ladewig, Ia & Chris Williams.

3. **Set Agenda**

4. **Approve Meeting Minutes**
   - **4.1 November 5, 2013 Board Meeting**
     Motion: Donna motioned and Janet seconded to approve the November 5, 2013 meeting minutes. **Motion carried.** Abstentions: Rich, Ross, Donna, Scott, Robert W. and Robert B. who were not present November 5th.
   - **4.2 November 9, 2013 Annual Meeting**
     Motion: Sheridan motioned and Ross seconded to approve the November 9, 2013 annual meeting minutes. **Motion carried.** Abstentions: Rich who was not present November 9th.

5. **Visiting Landowner Input Period**
   Chad Stone inquired about grading and snow removal on Mercury Lane.
   Dennis Kight inquired about the order of items on the agenda.

6. **Officer and Committee Reports**
   - **6.1 Executive Committee Report**
     - **6.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS**
       Sheridan presented the Treasurer's reports. **MOTION:** Ross motioned and Robert W. seconded to approve the November 2013 Treasurer's reports. **Motion carried unanimously.**
   - **6.2 Election Committee Report – SS**
     - **6.2.1 Review Annual Meeting and Election Results**
       Sheridan noted that the ballot counters asked that the ballot table be moved to an area of the room that would provide for less distraction during ballot counting.
   - **6.3 Managerial Committee Report – AA**
     Alyssa noted that it has been business as usual currently with nothing special to report.
   - **6.4 Road and Weed Mgmt Committee Report – SS/RW**
     Robert W. reported that there had been a Road Committee meeting on November 19, 2013 attended by Rich, Robert B., Paul, Sheridan, Walter Wunsch and himself. He reported that the plow truck was in the repair shop during the last couple of months and

they are checking into backup operations for providing sanding. He noted that for a sanding solution while the GLA's equipment was unavailable they hired the mag-chloride contractor two times since they were equipped for this type of job as well. They acknowledged the need to be able to handle phone calls and provide road condition information via the VoiceNation service.

6.5 Project Review Committee Report – AA/RS

6.5.1 Suggestion to inform adjacent landowners of project applications

Alyssa reported that she had received a request from a landowner that a member with an adjacent lot or parcel to a lot with a project review application be informed of such application by the Board. Alyssa noted that project applications could be posted on the website as a way to publish the information to all landowners.

6.6 Website Committee Report – SM/Ross

Ross reported on the progress being made with the new website, www.GLAMontana.org, and how most of the functions and information from the original site have been setup. He mentioned the benefits of using Word Press as well as Google for the built-in services they provide.

6.7 Governing Document Committee Report – AA

Alyssa noted that the committee had been formed and suggested that committee members look into finding interested landowners to participate.

7. UNFINISHED BUSINESS

7.1 Adoption of 2014 Budget – SS

Alyssa noted that the draft 2014 budget had been approved as a draft and presented to the membership at the annual meeting. **Motion**: Sheridan and Laura seconded to adopt the 2014 budget. **Motion carried unanimously**.

7.2 Adoption of New Project Review Fee Schedule – AA

Alyssa discussed the due process notice given to landowners regarding the requirement that all building projects be reviewed by the board and the revised fee schedule. **Motion**: Sheridan motioned and Ross seconded to adopt the updated project review fee schedule. **Motion carried unanimously**.

7.3 Hang Tag System for Vehicles accessing common use land – AA

Item Tabled.

7.4 Revised Project Review Forms – AA *(Added to Agenda)*

Alyssa presented the newly-updated project review forms and pointed out how they are designed to make the application process more clear due to the reorganization of the material. She asked the board to review them and provide feedback prior to adoption.

8. NEW BUSINESS

8.1 Establish Officers – AA

Sheridan nominated Alyssa for President. Donna nominated herself for President. Sheridan moved and Ross seconded that nominations be closed. Motion carried unanimously. A written ballot was taken. Janet announced the results of 9 votes for Alyssa and 2 votes for Donna. Alyssa was elected President.

Robert B. nominated Donna for Vice-President. Sheridan nominated Ross for Vice-President. Sheridan moved and Janet seconded that nominations be closed. Motion carried unanimously. A written ballot was taken. Janet announced the results of 3 votes for Donna and 8 votes for Ross. Ross was elected Vice-President.

Sheridan nominated Janet for Secretary. Rich nominated Donna for Secretary. Sheridan moved and Scott seconded that nominations be closed. Motion carried unanimously. A written ballot was taken. Alyssa announced the results of 4 votes for Janet and 7 votes for Donna. Donna was elected Secretary.

Ross nominated Sheridan for Treasurer. No other nominations were made. Gerald moved and Ross seconded that nominations be closed. Motion carried unanimously. Motion: Donna motioned and Ross seconded a unanimous ballot to accept Sheridan as Treasurer. Motion carried unanimously.

8.2 Review of Bylaws for Committees – AA

Alyssa briefly reviewed the Bylaws regarding committees. She noted that committees are formed by a board majority vote, and its members are appointed by the board. She mentioned that legal counsel had confirmed that notice of committee meetings goes to directors and is not required to go to the membership prior to a committee meeting. Alyssa further discussed the need to consider criteria for appointing members to a committee based on the tasks to be performed by the committee.

8.3 Establish Committees, Committee Chairs and Members – AA

Motion: Laura motioned and Sheridan seconded to form a Communications Committee. **Motion carried unanimously**.
Motion: Sheridan motioned and Janet seconded to appoint Ross, Donna, Alyssa and Laura to be on the Communications Committee. **Motion carried unanimously.**

The board discussed the operations of the Road Committees. **Motion**: Sheridan motioned and Ross seconded to form a Road Management Committee. **Motion carried unanimously**.
Motion: Laura motioned and Sheridan seconded Rich and Robert W. to be the co-chairs of the Road Management Committee. **Motion carried unanimously.**

Motion: Sheridan motioned and Gerald seconded to form a Road and Weed Sub-Committee made up of board members and landowners. **Motion carried unanimously**.
Motion: Scott motioned and Laura seconded to appoint Gerald, Robert W., Paul, Rich, Sheridan, and landowners Walter Wunsch and Charlene Murphy as members of the Road and Weed Sub-Committee. **Motion carried unanimously**.

Motion: Ross motioned and Laura seconded to form the Project Review Committee with Robert B. and Gerald as co-chairs and Alyssa as an additional member. **Motion carried unanimously.**

Motion: Sheridan motioned and Ross seconded to form a Budget Committee with Sheridan as chairperson and Laura, Scott, and landowner Regina Wunsch as additional members. **Motion carried unanimously**.

Motion: Gerald motioned and Sheridan seconded to form a Governing Document Committee with Donna as chairperson, Robert B. as co-chair and Scott and Ross as additional members. **Motion carried unanimously.**

Motion: Rich moved and Gerald seconded to continue the election committee and to appoint Sheridan as chair and Janet and Laura as members of the committee. **Motion carried unanimously.**

Action Item – *Committee members to review and establish committee charters.*

8.4 Transition Time / Assuming Duties between Outgoing and Incoming Board – AA
Alyssa discussed the transition period between the annual meeting and the following board meeting, often a month apart, and how this created a gap where certain duties might not be handled. Legal counsel concurred that the board could adopt a policy where the existing board members and officers retain their positions until the first board meeting following the annual meeting. Board members would then have the expectation that they would continue to serve until the new board members have taken their positions. The board discussed how in early years, the board had a meeting right after the annual meeting adjourned to elect officers and assume board positions. Alyssa mentioned that all business of the board was to be done in an open meeting, and thus the need for the election of officers to occur at a regular, open board meeting.

8.5 November Letter from Bob Storey re: Accounting System Maintenance – SS
Sheridan presented a letter from CPA Bob Storey dated November 4, 2013. Proposed items included: 1) Bob's firm prepare a 2013 financial statement; 2) an appearance by Bob before the board to discuss general accounting issues; 3) a mid-year maintenance for analysis of the books and records. **Motion:** Sheridan motioned and Robert W. seconded to accept items 1 and 2 from CPA Bob Storey's proposal and that the board revisit item 3 later in the year. **Motion carried unanimously.**

8.6 Paradise Valley Corridor Planning Study – AA
Alyssa introduced the Paradise Valley Corridor Planning Study and invited landowner Jeff Ladewig to further present to the board. Jeff mentioned that the Montana D.O.T. is doing a study between Livingston and Gardner to look at possible needed improvements to highway 89. Jeff suggested that having a turn lane for the Trail Creek entrance to NG and the Dry Creek entrance to SG would be beneficial for safety. Jeff suggested that the GLA inform the D.O.T. that we are an interested party and we would like them to take our community into consideration regarding possible improvements. Gerald volunteered to look into this further.
Action Item – *Gerald to research.*

8.7 Determine Board Meeting Dates for 2014 and Annual Meeting – AA
The board concurred that the next meeting date will be January 13, 2014, and that the rest of the dates for the year can be determined at this upcoming meeting due to the lateness of the hour.

8.8 January Newsletter – AA
Alyssa noted that the January newsletter needs to be formulated. Donna volunteered to take the task on.

8.9 Project Review Committee

8.9.1 Lots 32-E-SG & 33-D-SG / Rolfe & Michem Boundary Adjustment – AA
Alyssa presented the Rolfe & Mitchem boundary line adjustment proposal between lots 32-E-SG and 33-D-SG. Motion: Sheridan motioned and Scott seconded to accept the proposal with the condition that the final plat be submitted to the GLA. **Motion carried unanimously.**

9. Comment Period for Visiting Landowners

10. Meeting Adjourned at 11:06 p.m.

11. Next Board Meeting: January 13, 2014 at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

December 9, 2013 – 6:30 pm (open meeting: 8:00 pm)

1. **Closed Session**
   - 1.1 Orientation for New Board
   - 1.2 Discussion of lawsuits
2. **Open Session (Begins at 8:00 pm) - Call to Order**
3. **Set Agenda**
4. **Approve Meeting Minutes**
   - 4.1 November 5, 2013 Board Meeting
   - 4.2 November 9, 2013 Annual Meeting
5. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
6. **Officer and Committee Reports**
   - 6.1 Executive Committee Report
     - 6.1.1 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 6.2 Election Committee Report – SS
     - 6.2.1 Review Annual Meeting and Election Results – SS (2 min)
   - 6.3 Managerial Committee Report – AA (2 min)
   - 6.4 Road and Weed Mgmt Committee Report – SS/RW (5 min)
   - 6.5 Project Review Committee Report – AA/RS (1 min)
     - 6.5.1 Suggestion to inform adjacent landowners of project applications
   - 6.6 Website Committee Report – SM/Ross – (5 min)
   - 6.7 Governing Document Committee Report – AA (1 min)
7. **UNFINISHED BUSINESS**
   - 7.1 Adoption of 2014 Budget – SS (1 min)
   - 7.2 Adoption of New Project Review Fee Schedule – AA (1 min)
   - 7.3 Hang Tag System for Vehicles accessing common use land – AA (1 min)
8. **NEW BUSINESS**
   - 8.1 Establish Officers – AA (3 min)
   - 8.2 Review of Bylaws for Committees – AA (3 min)
   - 8.3 Establish Committees, Committee Chairs and Members – AA (5 min)
   - 8.4 Transition Time / Assuming Duties between Outgoing and Incoming Board – AA (3 min)
   - 8.5 November Letter from Bob Storey re: Accounting System Maintenance – SS (5 min)
   - 8.6 Paradise Valley Corridor Planning Study – AA (1 min)
   - 8.7 Determine Board Meeting Dates for 2014 and Annual Meeting – AA (3 min)
   - 8.8 January Newsletter – AA (2 min)
   - 8.9 Project Review Committee
     - 8.9.1 Lots 32-E-SG & 33-D-SG / Rolfe & Michem Boundary Adjustment – AA (2 min)
9. **Comment Period for Visiting Landowners**
10. **Adjournment**
11. **Next Board Meeting: January (date TBD), 2014 at St. John's Church**

2014

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *FINAL*

January 13, 2014

CONFIDENTIAL – DO NOT COPY

1. **Commence Special Meeting**
The meeting was called to order by Alyssa Allen at 7:10 p.m. at St. John's Church.

PRESENT: Alyssa Allen (President), Sheridan Stenberg, (Treasurer), Donna Lash-Andersen (Secretary), Rich Spallone, Gerald Dubiel, Scott McBride (via phone), Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (via phone, aka Robert B.), and Janice McCann (appointed to board at approximately 7:40 pm).
ABSENT: Ross Brunson (Vice President), and Laura Boise.
ALSO ATTENDING: Nathan & Ryan (Minnick Management, Inc.)
Landowners: Richard Bolen, Walter & Regina Wunsch, Ia & Chris Williams, Charlene Murphy, Linda Ulrich, Janice McCann (until appointed to board), Pouwel Gelderloos, and Robert Storey, CPA.

Alyssa reviewed the North Glastonbury board vacancy that was created when Janet Nacierio resigned at the end of December, and how a number of potential candidates had been contacted to see if they might be interested in serving. At this time, Powell Gelderloos, Kenneth Haug and Janice McCann expressed interest. Rich asked which N. Glastonbury landowner had received the next highest amount of votes at the annual meeting to which it was stated that it was Kenneth Haug at 32 votes. The board discussed various points regarding the selection of Janet's replacement, and noted the need for bookkeeping and administrative skills. The board also discussed whether or not to wait until the February board meeting to fill the position in order to allow more candidates to come forward.
Motion: Sheridan moved and Rich seconded that the open position be filled at this meeting by choosing among the three candidates that had come forward. Pouwel Gelderloos and Janice McCann, who were present at the meeting, addressed the board regarding their skills and interest in serving. Discussion. **Motion carried with one opposed - Donna.**
Having decided to fill the vacancy at this meeting, the board voted by written ballot and the results were counted by Donna who announced that Janice McCann had been elected by unanimous vote.

The Special Meeting was adjourned at 7:48 p.m.

2. **Commence Regular Monthly Board Meeting**
The meeting was called to order by Alyssa Allen at 7:50 p.m. at St. John's Church.

3. **Set Agenda**

4. **Approve Meeting Minutes – December 9, 2013**
Motion: Sheridan moved and Robert W. seconded to approve the December 9, 2013 meeting minutes. **Motion carried.** Abstentions: Paul and Janice who were not present November 5th.

5. **Visiting Landowner Input Period**

6. **Officer and Committee Reports**
   6.1 President's Report
      6.1.1 Review of Committee Meeting Protocol according to Bylaws – AA
      Alyssa clarified that the Bylaws indicate that the business of the board is to be conducted in an open meeting, therefore, landowners, in addition to board members, are welcome to attend committee meetings. Alyssa noted the board is to be informed of committee meetings at least 3 days in advance, and this may be done via e-mail announcement. The website and VoiceNation can be used for

noticing landowners regarding committee meetings. She also confirmed that committee members are to be appointed by the board.

6.1.2 Determine Address for Registered Agent – AA
Alyssa described the need to determine an address for the GLA's registered agent, generally the Secretary, and how this could be Donna's personal address, or Minnick's business address.
Motion: Robert W. moved that Donna's address be listed. **Motion withdrawn.**
The Board discussed this function further and noted that the person filling the Secretary position changes from time to time, and the fact that Minnick Management is handling the receipt of documents for the GLA presently, and professional services for distribution of documents is best handled by them.
Motion: Sheridan motioned and Paul seconded that the office of Minnick Management be used as the location and address for the GLA's registered agent.
Motion carried with one opposed - Donna.

6.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS
Sheridan presented the December Treasurer's reports. **Motion:** Donna motioned and Gerald seconded to approve the December 2013 Treasurer's reports. **Motion carried unanimously.**

6.3 Communication Committee Report – DL
Alyssa presented a letter addressed to the Montana Department of Transportation requesting that as part of the Paradise Valley Corridor planning study the GLA's access points to Highway 89 be considered for the possible addition of three exit lanes.
Motion: Sheridan moved and Rich seconded to approve the letter presented to be sent.
Motion carried unanimously.

6.4 Road and Weed Mgmt Committee Report – RW/RS
Robert W. reported that there was a Road Committee meeting on January 7 that was attended by Robert W., Sheridan, Paul, Gerald, Walter Wunsch, Charlene Murphy and Tim Brocket. Discussion included plowing operations, a budgeting update, the ongoing need for a second truck and conveyor, and making sure all employee paperwork is complete. The committee also discussed the results of last year's road survey and how to best achieve the goals of the consensus of the membership, formulating policy on plowing guidelines, and putting together a phone list for communications. The board finalized the date for a Community Road Meeting to be held on February 19, which will be noticed to the membership in the January Newsletter.

6.5 Project Review Committee Report – GD/RS
No report at this time.

6.6 Website Committee Report – Ross
In Ross' absence, Alyssa briefly noted some of the progress being made by the website committee.

6.7 Governing Document Committee Report – DL/Robert B.
Donna noted that the Governing Document Committee has discussed forming an 8 member committee made up of 4 board members and 4 landowners and is looking to utilize the website as a means to receiving landowner input and feedback on ideas for consideration.

7. UNFINISHED BUSINESS

7.1 Adoption of Revised Project Review Forms – AA

Alyssa noted that the forms were ready to be used after editing the depth requirement for gas lines and pipe lines to be compliant with construction standards.
Motion: Sheridan motioned and Gerald seconded to approve and adopt the newly revised project review forms with amendments to gas and pipe line depths. **Motion carried with two abstentions Paul and Janice.**

7.2 Committee Charters – AA/Board

The board discussed progress made on each committee formulating charters. Donna presented the draft charter for the Governing Document Committee as follows:
"The GLA Governing Document Committee will review and recommend updates to GLA's Governing Documents on a regular (TBD) basis with the understanding that a 51% vote by landowners in good standing at a special or annual membership meeting will be needed to change, alter, or update the documents in any way. The updates will be done in three phases: 1) simple updates to fix obvious issues, 2) more complex structural changes to clarify and simplify board and membership responsibilities, and 3) new content that reflects the changes needed to bring the documents up to the current decade and level of technology and infrastructure. The committee will examine the documents with the following concerns: 1) does the wording need simplifying, clarifying, or adjusting, 2) is it reasonable and appropriate for the Board, in a volunteer capacity, to deliver this service and enforce compliance, and 3) are the means of enforcement clearly stated, realistic, and implementable."

7.3 Developing criteria for committee member appointments – AA

Alyssa discussed the need for the board to consider developing criteria for committee member appointments such as skills, team playing, respect for others, motivation for serving, having openness to a variety of perspectives, being a member in good standing, and having access to the internet/e-mail. The board also discussed formulating a questionnaire for those interested in serving on a committee.
Action Item – *Alyssa to develop criteria for committee member appointments for board review.*

7.4 Committee Member appointments – AA

The Road Committee noted that they had a good working group of members and were not seeing a need to add further members. Other committees were not ready for member appointments.

7.5 Paradise Valley Corridor Planning Study Letter – GD

Item covered under Item 6.3.

7.6 Hang Tag System for Vehicles accessing common use land – AA

Alyssa revisited the issue of utilizing a hang tag system in landowners' vehicles to help identify those who were authorized to access GLA common land since there have been reports of non-members using the common land access illegally. It was noted that this becomes a problem especially during hunting season. The board discussed the administrative burden that this system could impose, and the lack of resources and personnel to implement and manage such a system. The board determined not to pursue the proposed hang tag system at this time.

7.7 Determine Board Meeting Dates for 2014 and Annual Meeting – Board
The board reviewed the potential meeting dates for 2014 and determined that the board meetings will be as follows: February 10, March 10, April 14, May 12, June 9, July 14, August 11, September 15, October 6, November 3, and December 8 with the annual meeting on November 8.

8. NEW BUSINESS

8.1 Presentation to the board on accounting practices – Robert Storey, CPA – SS
Sheridan invited Robert Storey to speak to the proposal presented and voted on by the board at the December 9 meeting for Accounting System Maintenance. Robert discussed the completion of a 2013 financial statement, following transactions through the bookkeeping system, reviewing postings and payments of bills submitted to the GLA, as well as reviewing payroll and general accounting. The board asked questions and clarified about the various reports.

8.2 Accounting system transition details. Proposal for additional meeting with CPA – SS
The board discussed the need to resolve some final transition details that have been discovered through updating and restructuring the QuickBooks accounts. **Motion**: Donna motioned and Sheridan seconded to use Robert Storey as a resource to polish up the final details and questions discovered through the transition into the updated books. **Motion carried unanimously**.

8.3 Collection Processes – SS
Sheridan discussed the process of following up on delinquent accounts per the Assessment Policy and working on collecting past due amounts. The board determined to include a copy of the Assessment Policy in the January statement mailing. Sheridan acknowledged Minnick Management for their being successful in collection efforts on a number of accounts with outstanding debt.
Action Item – *Alyssa to e-mail a copy of the Assessment Policy to the board.*

8.4 January Newsletter – review of content – DL
The board reviewed and commented on the draft newsletter.

9. Comment Period for Visiting Landowners
Linda Ulrich inquired about gathering landowner contact information.
Donna passed on a comment from Robert Sones regarding his appreciation for the work being done by the road committee and the snowplowing and sanding efforts being done.

10. Closed Session
10.1 Discussion of lawsuits – AA/Board

11. Meeting adjourned at 10:23 p.m.

12. Next Board Meeting: February 10th, 2014 at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

January 13, 2014 – 7:00 pm

1. **Commence Special Meeting**
   Board to fill the NG director position vacated by Janet Naclerio on 12-30-13

2. **Commence Regular Monthly Board Meeting**

3. **Set Agenda**

4. **Approve Meeting Minutes** – December 9, 2013

5. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

6. **Officer and Committee Reports**
   - 6.1 President's Report
     - 6.1.1 Review of Committee Meeting Protocol according to Bylaws – AA (3 min)
     - 6.1.2 Determine Address for Registered Agent – AA (2 min)
   - 6.2 Treasurer's Reports: Budget Variance, Check & Deposit – SS (2 min)
   - 6.3 Communication Committee Report – DL (2 min)
   - 6.4 Road and Weed Mgmt Committee Report – RW/RS (5 min)
   - 6.5 Project Review Committee Report – GD/RS (1 min)
   - 6.6 Website Committee Report – Ross (1 min)
   - 6.7 Governing Document Committee Report – DL/RB (1 min)

7. **UNFINISHED BUSINESS**
   - 7.1 Adoption of Revised Project Review Forms – AA (1 min)
   - 7.2 Committee Charters – AA/Board (5 min)
   - 7.3 Developing criteria for committee member appointments – AA (2 min)
   - 7.4 Committee Member appointments – AA (5 min)
   - 7.5 Paradise Valley Corridor Planning Study Letter – GD (1 min)
   - 7.6 Hang Tag System for Vehicles accessing common use land – AA (1 min)
   - 7.7 Determine Board Meeting Dates for 2014 and Annual Meeting – Board (3 min)

8. **NEW BUSINESS**
   - 8.1 Presentation to the board on accounting practices – Robert Storey, CPA. (20 min)
   - 8.2 Accounting system transition details. Proposal for additional meeting with CPA – SS
   - 8.3 Collection Processes – SS (2 min)
   - 8.4 January Newsletter – review of content – DL (3 min)

9. **Comment Period for Visiting Landowners**

10. **Closed Session**
    - 10.1 Discussion of lawsuits – AA/Board

11. **Adjournment**

12. **Next Board Meeting: (TBD), 2014 at St. John's Church**

Glastonbury Landowners Association
Balance Sheet
As of January 31, 2014

	Jan 31, 14
ASSETS	
Current Assets	
Checking/Savings	
001 · Big Sky Western Operating Acct	32,613.77
002 · Bank of the Rockies Checking	9,108.00
003 · Savings Account	
010 · Construction Bond Reserve Cash	11,027.00
011 · Emergency Loan Reserve	7,500.00
012 · Gen Op Reserve Cash	7,285.00
013 · NG Chip Seal Reserve Cash	5,211.78
014 · NG/SG Road Reserve Cash	32,270.35
003 · Savings Account - Other	29,437.14
Total 003 · Savings Account	92,731.27
Total Checking/Savings	134,453.04
Accounts Receivable	
Accounts Receivable	184,931.81
Total Accounts Receivable	184,931.81
Other Current Assets	
Petty Cash	196.75
Total Other Current Assets	196.75
Total Current Assets	319,581.60
TOTAL ASSETS	**319,581.60**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	11,027.00
Payroll Liabilities	311.05
Total Other Current Liabilities	11,338.05
Total Current Liabilities	11,338.05
Long Term Liabilities	
Bank of the Rockies Loan	73,384.00
Total Long Term Liabilities	73,384.00
Total Liabilities	84,722.05
Equity	
Emergency Loan Fund	7,500.00
General Operations Fund	7,285.00
NG Chip Seal Fund	5,211.78
NG/SG Road Fund	32,270.00
Opening Balance Equity	219,558.66
Operating Fund Balance	-35,934.43
Net Income	-1,031.46
Total Equity	234,859.55
TOTAL LIABILITIES & EQUITY	**319,581.60**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January 2014

	Jan 14	Budget	$ Over Bu...	% of Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
111 · Land Assesments 2014	2,920.23	64,878.00	-61,957.77	4.5%
121 · Dwelling Assesments 2014	2,253.88	47,750.00	-45,496.12	4.7%
150 · Golden Age Village Income	0.00	9,359.00	-9,359.00	0.0%
171 · 5% Penalty Income	32.22			
190 · Discounts Given	-143.25			
Total 100 · Parcel Assessment Fees	5,063.08	121,987.00	-116,923.92	4.2%
Total Income	5,063.08	121,987.00	-116,923.92	4.2%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	537.50	7,440.00	-6,902.50	7.2%
1015 · Payroll Costs				
1016 · Wages Paid Snow	700.60	1,000.00	-299.40	70.1%
1018a · Payroll Software	0.00	280.00	-280.00	0.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	0.00			
Total 1015 · Payroll Costs	700.60	1,500.00	-799.40	46.7%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	2,360.00	-1,662.00	29.6%
1024 · Truck #2 (93 DODGE) Maintenance	765.35	1,500.00	-734.65	51.0%
1025 · Fuel	275.84	600.00	-324.16	46.0%
1026 · Wages Truck Maintenance	195.00			
Total 1020 · Equipment Costs	1,934.19	4,460.00	-2,525.81	43.4%
1040 · Sand	387.50	500.00	-112.50	77.5%
Total 1000 · Snow Removal	3,559.79	13,900.00	-10,340.21	25.6%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	2,000.00	-2,000.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00	0.0%
1041 · Emergency Road & Fence Repair	0.00	1,500.00	-1,500.00	0.0%
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	149.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%
Total 1030 · Roads & Weeds	149.50	42,500.00	-42,350.50	0.4%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	24.12	500.00	-475.88	4.8%
1220 · Mowing & Landscape Rec Ctr	0.00	400.00	-400.00	0.0%
Total 1200 · Parkland/Recreation Center	24.12	900.00	-875.88	2.7%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.3%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.3%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	1,000.00	-1,000.00	0.0%
Total 1400 · Community Complaints	0.00	1,000.00	-1,000.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January 2014

	Jan 14	Budget	$ Over Bu...	% of Budget
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	0.00	187.00	-187.00	0.0%
2013 · Collection Costs	55.47			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	35.00	1,000.00	-965.00	3.5%
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00	0.0%
2020 · Management Expense	1,885.75	22,458.00	-20,572.25	8.4%
2030 · Newsletter Costs	0.00	300.00	-300.00	0.0%
2050 · Office Supplies	38.05	300.00	-261.95	12.7%
2052 · Postage & Shipping	6.74	900.00	-893.26	0.7%
2055 · Printing & Copies	24.60	850.00	-825.40	2.9%
2060 · Rent - Facilities	0.00	420.00	-420.00	0.0%
2062 · Rent - PO Box & Safe Dep Box	58.00	60.00	-2.00	96.7%
2065 · Software - SharePoint	8.95	108.00	-99.05	8.3%
2066 · Software - Dropbox	9.99			
2070 · Taxes - Property	0.00	317.00	-317.00	0.0%
2080 · Telephone & Messaging	14.95	180.00	-165.05	8.3%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	150.00	-150.00	0.0%
2092 · URL & Domain Fees	55.61	55.00	0.61	101.1%
Total 2090 · Website Costs	55.61	205.00	-149.39	27.1%
Total 2000 · Overhead/Admin Costs	2,193.11	30,355.00	-28,161.89	7.2%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	400.00	-400.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	200.00	-200.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	125.00	-125.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	800.00	-800.00	0.0%
Total Expense	6,101.52	102,755.00	-96,653.48	5.9%
Net Ordinary Income	-1,038.44	19,232.00	-20,270.44	-5.4%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	6.98	78.00	-71.02	8.9%
Total Other Income	6.98	78.00	-71.02	8.9%
Other Expense				
6000 · Interest Expense	0.00	6,865.00	-6,865.00	0.0%
Total Other Expense	0.00	6,865.00	-6,865.00	0.0%
Net Other Income	6.98	-6,787.00	6,793.98	-0.1%
Net Income	**-1,031.46**	**12,445.00**	**-13,476.46**	**-8.3%**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *FINAL*

February 10, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Alyssa Allen at 7:15 p.m. at St. John's Church. Sheridan gave the opening prayer.

   PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Sheridan Stenberg (Treasurer), Donna Lash-Andersen (Secretary), Gerald Dubiel, Scott McBride (via phone), Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), and Janice McCann.
   ABSENT: Rich Spallone and Laura Boise.
   ALSO ATTENDING: Nathan (Minnick Management, Inc.); Landowners: Walter & Regina Wunsch, Ia & Chris Williams, Charlene Murphy, Linda Ulrich, Chad Stone, Chuck Tanner, Bob & Kristi Sones, Sally & Chuck Muto, Dennis Kight, Lester Seago, Tom Barry, and George Martin.

2. **Set Agenda**

3. **Approve Meeting Minutes – January 13, 2014**
   Motion: Sheridan moved and Robert B. seconded to approve the January 13, 2014 meeting minutes. **Motion carried unanimously**.

4. **Visiting Landowner Input Period**
   Bob Sones inquired as to how many landowners may not be paying their dues.
   Linda Ulrich inquired about speeding residents.
   Chuck Tanner offered his services as a plow truck driver.
   Les Seago commented that the test strip of mag-chloride on Arcturus was excellent.

5. **Officer and Committee Reports**

   5.1 President's Report – AA
   Alyssa noted and expressed appreciation for the timely efforts and involvement of committee and board members in handling tasks and being responsive.

   5.2 Treasurer's Reports

   5.2.1 Budget Variance, Check & Deposit – SS
   Sheridan presented the January Treasurer's reports. **Motion:** Ross motioned and Robert B. seconded to approve the January 2014 Treasurer's reports. **Motion carried unanimously.**

   5.2.2 Upcoming Meeting with Bob Storey re: 2013 Financial Statement – SS
   Sheridan noted that a meeting was coming up with CPA Bob Storey to discuss progress on the financial statements that he is preparing.

   5.2.3 Review Treasurer's Duties – *(Added to Agenda)*
   Alyssa reviewed how through much work and the generous funding by Regina Wunsch for professional assistance from CPA Bob Storey, the restructuring and updating of the GLA's accounting system has been done, bringing the books into better conformity with accepted accounting practices. Alyssa noted that Regina had outlined the Treasurer's duties and how Regina is willing to provide her help and expertise in assisting the Treasurer in the oversight of the accounting. The Board discussed the position of Treasurer and how newly-appointed board member Janice McCann had a background and experience in bookkeeping. Janice

expressed her willingness to become the Treasurer and to be assisted by Regina and Sheridan.
Motion: Robert B. motioned and Ross seconded that Janice be appointed the new Treasurer. **Motion Carried**. Abstention: Janice.
Motion: Ross motioned and Sheridan seconded that Regina Wunsch be designated as the expert advisor to the Treasurer. **Motion carried unanimously.**

5.3 Communication Committee Report – AA/DLA
Alyssa noted that an email vote was taken amongst the board to select her and Donna as co-chairs of the Communication Committee with 8 votes received, all in favor. Donna discussed that the committee is looking to technology and Ross's assistance as a way to help keep landowners informed by using the website and VoiceNation.

5.4 Road and Weed Mgmt Committee Report – RW/RS
Robert W. reported that a Road Committee meeting was held on February 5th attended by himself, Gerald, Rich, Sheridan, Walter Wunsch, and Tim Brockett. Walter gave an update on sanding and plowing, and the committee discussed organization of the February 19th Community-wide Road Meeting, and developing the committee charters for both the Road Management Committee as well as the Road and Weed Committee.

5.5 Project Review Committee Report – GD/Robert B.
Gerald noted that there are not any projects under review at this time.

5.6 Website Committee Report – Ross
Ross reported that GLAMontana.org will become the main URL address, and for continuity purposes, the old website address will be forwarded to this new domain. He pointed out that Google apps can take the place of SharePoint and provides similar functionality while being easier to use. Ross discussed the progress made on communications, the website which is up and running, and developing a consent form to allow landowners to opt-in to receive email notifications from the association.
Motion: Ross motioned and Gerald seconded to make a backup of and retire the SharePoint site so that the service can be discontinued. **Motion carried unanimously**.
Motion: Ross motioned and Donna seconded that the association stop using GLA-MT.org as its main domain and forward that domain to GLAMontana.org. **Motion carried unanimously.**

5.7 Governing Document Committee Report – DLA/Robert B.
Donna reported that the committee is considering the recommendation of establishing up to 16 members for the committee. She noted that they would first like to host meetings to find qualified individuals willing to serve at the level needed. Donna noted that as President, Alyssa is automatically a member of the committee and they welcome her as a member of the committee and for her input and assistance. She discussed the need to establish a time, place, and schedule for the meetings and how to give notice for the meetings. The board discussed the best ways to keep committee and board members informed throughout the process of proposed changes that are being considered by the committee.

6. UNFINISHED BUSINESS

6.1 Proposal to form Executive Committee, Website Sub-Committee – AA
The board discussed forming an Executive Committee that would consist of the 4 officers, and how it would best function and operate. It was decided that further research

would be needed regarding the type of duties the committee would handle and its purpose before forming it. The board also discussed the need to form a Website Committee that would function as a subcommittee of the Communications Committee. **Motion**: Donna motioned and Janice seconded that a Website Subcommittee be established with Ross as chairman and Scott as a member. **Motion carried unanimously.**

6.2 Committee Charters – AA/Board

Road Management Committee Charter:

The GLA Board has established the Road Management Committee, consisting of Directors only, which is authorized to perform the following duties:

Oversee and supervise the carrying out of day-to-day operations relating to road maintenance, including, but not limited to, weed abatement and roadside mowing, grading and graveling, snowplowing, snow fencing, sanding, road repair, drainage issues, guardrails, and signage. It is responsible for all road-related matters deemed proper or necessary as directed by the board.

The committee is authorized to make decisions concerning the improvement and maintenance of the Association roads and shall only spend budgeted funds to accomplish its tasks. Expenditures requiring funding beyond budgeted amounts shall be approved by the board.

The committee oversees and approves all financial expenditures of the Road & Weed Committee, and authorizes work to be performed by volunteers, contractors and employees. Reports to the board regarding all actions taken including capital outlay for the previous month in addition to projected maintenance projects and outlay for short and long-term projects for one year ahead or more.

Road and Weed Committee Charter:

The GLA Board has established the Road & Weed Committee to serve in an advisory capacity to the Board. The committee researches road-related issues, holds meetings, makes suggestions, offers proposals, and performs duties as directed by the Road Management Committee and/or the Board. The committee shall consist of board members and non-board members all of which are to be voted in by the board.

6.3 Proposed Criteria for Committee Member Appointments – AA

Item tabled.

6.4 Committee Member Appointments – AA

Motion: Robert B. motioned and Robert W. seconded for Janice to be appointed as a member of the Budget Committee. **Motion carried unanimously**.

6.5 SGTC Non-profit waiver – AA

Alyssa presented the history of non-profit waivers in regard to the South Glastonbury Teaching Center and how the board discussed removing these waivers last year. The SGTC was contacted and has agreed to begin paying assessments to the GLA. Alyssa noted that the GLA is allowed to grant waivers via Covenant 12.01 however the GLA would need to prove that the waiver is necessary and not injurious to the community.

6.6 Paradise Valley Corridor Planning Study Meeting – GD

Alyssa noted that the Paradise Valley Corridor Planning Study has announced two meeting dates and that it would be ideal for a board member to attend. Ross noted that the meeting dates and notice have been posted to the GLA's website. Gerald stated that he plans on attending one of the meetings.

7. NEW BUSINESS

7.1 Covenant 5.05 Nuisances / Gun shooting Complaints – AA

Alyssa noted that there had been recent complaints about shooting within the association and noted that the board may want to consider reviewing how the covenants relate to this issue as well as figuring out how to approach complaints when they come in. Alyssa cited covenant section 5.05 Nuisances and Eyesores. The board listened to a statement from Chad Stone and responded that this subject was placed on the agenda for educational purposes and not as an official written complaint as one had not been filed at his time. The board discussed how best to notify landowners of what is allowed per the covenants as well as safe practices related to firearms. The board reiterated that the topic of gun rights and use are not under the board's jurisdiction or control.

8. Comment Period for Visiting Landowners

9. Closed Session

9.1 Discussion of lawsuits, handling of complaints – AA/Board

10. Meeting adjourned at 10:47

11. Next Board Meeting: March 10th, 2014 at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

February 10, 2014 – 7:00 pm

1. **Call to Order**
2. **Set Agenda**
3. **Approve Meeting Minutes** – January 13, 2014
4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
5. **Officer and Committee Reports**
   - 5.1 President's Report – AA (1 min)
   - 5.2 Treasurer's Reports
     - 5.2.1 Budget Variance, Check & Deposit – SS (2 min)
     - 5.2.2 Upcoming Meeting with Bob Storey re: 2013 Financial Statement – SS (2 min)
   - 5.3 Communication Committee Report – AA/DL (1 min)
   - 5.4 Road and Weed Mgmt Committee Report – RW/RS (5 min)
   - 5.5 Project Review Committee Report – GD/Robert B. (1 min)
   - 5.6 Website Committee Report – Ross (5 min)
   - 5.7 Governing Document Committee Report – DL/Robert B. (2 min)
6. **UNFINISHED BUSINESS**
   - 6.1 Proposal to form Executive Committee, Website Sub-Committee – AA (2 min)
   - 6.2 Committee Charters – AA/Board (5 min)
     Executive Committee
     Road Management Committee
     Road & Weed Committee
     Governing Document Committee
     (Any others that may be ready)
   - 6.3 Proposed Criteria for Committee Member Appointments – AA (2 min)
   - 6.4 Committee Member Appointments – AA (2 min)
   - 6.5 SGTC Non-profit waiver – AA (3 min)
   - 6.6 Paradise Valley Corridor Planning Study Meeting – GD (1 min)
7. **NEW BUSINESS**
   - 7.1 Covenant 5.05 Nuisances / Gun shooting Complaints – AA (2 min)
8. **Comment Period for Visiting Landowners**
9. **Closed Session**
   - 9.1 Discussion of lawsuits – AA/Board
10. **Adjournment**
11. **Next Board Meeting: March 10th, 2014 at St. John's Church**

Glastonbury Landowners Association
Balance Sheet
As of February 28, 2014

	Feb 28, 14
ASSETS	
Current Assets	
Checking/Savings	
001 · Big Sky Western Operating Acct	68,611.83
002 · Bank of the Rockies Checking	16,334.75
003 · Savings Account	
010 · Construction Bond Reserve Cash	11,027.00
011 · Emergency Loan Reserve	7,500.00
012 · Gen Op Reserve Cash	7,285.00
013 · NG Chip Seal Reserve Cash	5,781.78
014 · NG/SG Road Reserve Cash	32,270.35
003 · Savings Account - Other	29,443.55
Total 003 · Savings Account	93,307.68
Total Checking/Savings	178,254.26
Accounts Receivable	
Accounts Receivable	262,182.19
Total Accounts Receivable	262,182.19
Other Current Assets	
Petty Cash	196.75
Total Other Current Assets	196.75
Total Current Assets	440,633.20
TOTAL ASSETS	**440,633.20**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-0.06
Total Accounts Payable	-0.06
Other Current Liabilities	
Construction Bonds Held by GLA	11,027.00
Payroll Liabilities	679.56
Total Other Current Liabilities	11,706.56
Total Current Liabilities	11,706.50
Long Term Liabilities	
Bank of the Rockies Loan	67,421.74
Total Long Term Liabilities	67,421.74
Total Liabilities	79,128.24
Equity	
Emergency Loan Fund	7,500.00
General Operations Fund	7,285.00
NG Chip Seal Fund	5,781.78
NG/SG Road Fund	32,270.00
Opening Balance Equity	218,988.66
Operating Fund Balance	-35,869.84
Net Income	125,549.36
Total Equity	361,504.96
TOTAL LIABILITIES & EQUITY	**440,633.20**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through February 2014

	Jan - Feb...	Budget	$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
111 · Land Assessments 2014	75,683.75	64,878.00	10,805.75	116.7%
121 · Dwelling Assessments 2014	51,522.25	47,750.00	3,772.25	107.9%
150 · Golden Age Village Income	2,339.75	9,359.00	-7,019.25	25.0%
171 · 5% Penalty Income	9,087.25			
175 · Subdivision Waiver Asmnts	71.49			
190 · Discounts Given	-47.75			
Total 100 · Parcel Assessment Fees	138,656.74	121,987.00	16,669.74	113.7%
400 · Other Gen Fund Income				
401 · Lien Fees Paid	200.00			
Total 400 · Other Gen Fund Income	200.00			
Total Income	138,856.74	121,987.00	16,869.74	113.8%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	537.50	7,440.00	-6,902.50	7.2%
1011 · Equipment Rental	750.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	1,915.00	1,000.00	915.00	191.5%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	0.00			
Total 1015 · Payroll Costs	2,200.52	1,500.00	700.52	146.7%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	2,360.00	-1,662.00	29.6%
1024 · Truck #2 (93 DODGE) Maintenance	765.35	1,500.00	-734.65	51.0%
1025 · Fuel	336.04	600.00	-263.96	56.0%
1026 · Wages Truck Maintenance	240.00			
Total 1020 · Equipment Costs	2,039.39	4,460.00	-2,420.61	45.7%
Total 1000 · Snow Removal	5,564.91	13,900.00	-8,335.09	40.0%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	2,000.00	-2,000.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00	0.0%
1041 · Emergency Road & Fence Repair	0.00	1,500.00	-1,500.00	0.0%
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	149.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%
Total 1030 · Roads & Weeds	149.50	42,500.00	-42,350.50	0.4%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	48.32	500.00	-451.68	9.7%
1220 · Mowing & Landscape Rec Ctr	0.00	400.00	-400.00	0.0%
Total 1200 · Parkland/Recreation Center	48.32	900.00	-851.68	5.4%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.3%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.3%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	1,000.00	-1,000.00	0.0%
Total 1400 · Community Complaints	0.00	1,000.00	-1,000.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through February 2014

	Jan - Feb...	Budget	$ Over B...	% of Bud...
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	546.00	187.00	359.00	292.0%
2013 · Collection Costs	236.53			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	35.00	1,000.00	-965.00	3.5%
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00	0.0%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	3,771.50	22,458.00	-18,686.50	16.8%
2030 · Newsletter Costs	73.00	300.00	-227.00	24.3%
2050 · Office Supplies	93.08	300.00	-206.92	31.0%
2052 · Postage & Shipping	233.70	900.00	-666.30	26.0%
2055 · Printing & Copies	146.80	850.00	-703.20	17.3%
2060 · Rent - Facilities	0.00	420.00	-420.00	0.0%
2062 · Rent - PO Box & Safe Dep Box	58.00	60.00	-2.00	96.7%
2065 · Software - SharePoint	17.90	108.00	-90.10	16.6%
2066 · Software - Dropbox	19.98			
2070 · Taxes - Property	0.00	317.00	-317.00	0.0%
2080 · Telephone & Messaging	29.90	180.00	-150.10	16.6%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	150.00	-150.00	0.0%
2092 · URL & Domain Fees	55.61	55.00	0.61	101.1%
Total 2090 · Website Costs	55.61	205.00	-149.39	27.1%
Total 2000 · Overhead/Admin Costs	5,606.00	30,355.00	-24,749.00	18.5%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	400.00	-400.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	200.00	-200.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	125.00	-125.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	800.00	-800.00	0.0%
Total Expense	11,543.73	102,755.00	-91,211.27	11.2%
Net Ordinary Income	127,313.01	19,232.00	108,081.01	662.0%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	13.39	78.00	-64.61	17.2%
Total Other Income	13.39	78.00	-64.61	17.2%
Other Expense				
6000 · Interest Expense	1,406.52	6,865.00	-5,458.48	20.5%
Total Other Expense	1,406.52	6,865.00	-5,458.48	20.5%
Net Other Income	-1,393.13	-6,787.00	5,393.87	20.5%
Net Income	**125,919.88**	**12,445.00**	**113,474.88**	**1,011.8%**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through February 2014

	Jan - Feb 14	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
111 · Land Assessments 2014	40,796.09	64,878.00	-24,081.91	62.88%
121 · Dwelling Assessments 2014	26,102.72	47,750.00	-21,647.28	54.67%
150 · Golden Age Village Income	2,339.75	9,359.00	-7,019.25	25.0%
171 · 5% Penalty Income	67.71			
Past Accounts Receivable	3,581.06			
190 · Discounts Given	-47.75			
Total 100 · Parcel Assessment Fees	72,839.58	121,987.00	-49,147.42	59.71%
Total Income	72,839.58	121,987.00	-49,147.42	59.71%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	537.50	7,440.00	-6,902.50	7.22%
1011 · Equipment Rental	750.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	1,915.00	1,000.00	915.00	191.5%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	0.00			
Total 1015 · Payroll Costs	2,200.52	1,500.00	700.52	146.7%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	2,360.00	-1,662.00	29.58%
1024 · Truck #2 (93 DODGE) Maintenance	765.35	1,500.00	-734.65	51.02%
1025 · Fuel	706.56	600.00	106.56	117.76%
1026 · Wages Truck Maintenance	240.00			
Total 1020 · Equipment Costs	2,409.91	4,460.00	-2,050.09	54.03%
Total 1000 · Snow Removal	5,935.43	13,900.00	-7,964.57	42.7%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	2,000.00	-2,000.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00	0.0%
1041 · Emergency Road & Fence Repair	0.00	1,500.00	-1,500.00	0.0%
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	149.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through February 2014

	Jan - Feb 14	Budget	$ Over Budget	% of Budget
Total 1030 · Roads & Weeds	149.50	42,500.00	-42,350.50	0.35%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	48.32	500.00	-451.68	9.66%
1220 · Mowing & Landscape Rec Ctr	0.00	400.00	-400.00	0.0%
Total 1200 · Parkland/Recreation Center	48.32	900.00	-851.68	5.37%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.32%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.32%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	1,000.00	-1,000.00	0.0%
Total 1400 · Community Complaints	0.00	1,000.00	-1,000.00	0.0%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	546.00	187.00	359.00	291.98%
2013 · Collection Costs	236.53			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	35.00	1,000.00	-965.00	3.5%
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00	0.0%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	3,771.50	22,458.00	-18,686.50	16.79%
2030 · Newsletter Costs	73.00	300.00	-227.00	24.33%
2050 · Office Supplies	93.08	300.00	-206.92	31.03%
2052 · Postage & Shipping	233.70	900.00	-666.30	25.97%
2055 · Printing & Copies	146.80	850.00	-703.20	17.27%
2060 · Rent - Facilities	0.00	420.00	-420.00	0.0%
2062 · Rent - PO Box & Safe Dep Box	58.00	60.00	-2.00	96.67%
2065 · Software - SharePoint	17.90	108.00	-90.10	16.57%
2066 · Software - Dropbox	19.98			
2070 · Taxes - Property	0.00	317.00	-317.00	0.0%
2080 · Telephone & Messaging	29.90	180.00	-150.10	16.61%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	150.00	-150.00	0.0%
2092 · URL & Domain Fees	55.61	55.00	0.61	101.11%
Total 2090 · Website Costs	55.61	205.00	-149.39	27.13%
Total 2000 · Overhead/Admin Costs	5,606.00	30,355.00	-24,749.00	18.47%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	400.00	-400.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	200.00	-200.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through February 2014

	Jan - Feb 14	Budget	$ Over Budget	% of Budget
3030 · Annual Mtg Printing & Copies	0.00	125.00	-125.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	800.00	-800.00	0.0%
Total Expense	11,914.25	102,755.00	-90,840.75	11.6%
Net Ordinary Income	60,925.33	19,232.00	41,693.33	316.79%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	13.39	78.00	-64.61	17.17%
Total Other Income	13.39	78.00	-64.61	17.17%
Other Expense				
6000 · Interest Expense	1,406.52	6,865.00	-5,458.48	20.49%
Total Other Expense	1,406.52	6,865.00	-5,458.48	20.49%
Net Other Income	-1,393.13	-6,787.00	5,393.87	20.53%
	59,532.20	**12,445.00**	**47,087.20**	**478.36%**

Glastonbury Landowners Association
Profit & Loss
February 2014

	Feb 14
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
111 · Land Assessments 2014	32,589.08
121 · Dwelling Assessments 2014	20,030.83
150 · Golden Age Village Income	2,339.75
Past Accounts Receivable	977.20
171 · 5% Penalty Income	35.49
Total 100 · Parcel Assessment Fees	55,972.35
Total Income	55,972.35
Expense	
1000 · Snow Removal	
1011 · Equipment Rental	750.00
1015 · Payroll Costs	
1016 · Wages Paid Snow	864.40
1018a · Payroll Software	280.00
Total 1015 · Payroll Costs	1,144.40
1020 · Equipment Costs	
1025 · Fuel	430.72
1026 · Wages Truck Maintenance	45.00
Total 1020 · Equipment Costs	475.72
Total 1000 · Snow Removal	2,370.12
1200 · Parkland/Recreation Center	
1210 · Utilities for Rec Center	24.20
Total 1200 · Parkland/Recreation Center	24.20
2000 · Overhead/Admin Costs	
2005 · Accountant's Fees	546.00
2013 · Collection Costs	181.06
2019 · Lien Filing Costs	289.00
2020 · Management Expense	1,885.75
2030 · Newsletter Costs	73.00
2050 · Office Supplies	55.03
2052 · Postage & Shipping	226.96
2056 · Printing & Copies	122.20
2065 · Software - SharePoint	8.95
2066 · Software - Dropbox	9.99
2080 · Telephone & Messaging	14.95
Total 2000 · Overhead/Admin Costs	3,412.89

Glastonbury Landowners Association
Profit & Loss
February 2014

	Feb 14
Total Expense	5,807.21
Net Ordinary Income	50,165.14
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	6.41
Total Other Income	6.41
Other Expense	
6000 · Interest Expense	1,406.52
Total Other Expense	1,406.52
Net Other Income	-1,400.11
Net Income	**48,765.03**

Glastonbury Landowners Association
Customer Balance Summary
As of February 28, 2014

	Feb 28, 14
Ali, Ansara / NG 48-3	17,569.65
Allen, Richard & Alyssa / SG 74	286.50
Anderson, Edward / NG 32-A	382.00
Andreae, Steven / SG 68	191.00
Angeles, Napolean & Teresa / NG 28 B	209.35
Backer, Jeremy / SG 53-D	4,820.80
Barker, Charles / SG 42C	286.50
Bartholomew, Ann / NG 50-AB	382.00
Bashore, Eric / NG 43-3	191.00
Baughman, Carla / NG 10-A	282.00
Bezotsky, Jr., Joseph / NG 11-D	286.50
BO** (Bill Only) / Eisvang, Jorn	707.54
BO** (Bill Only) / Kovacs Steve	4,699.14
Bocanegra, C. & Graafland, P./ NG 26-B-2	382.00
Bodeaux, Marcie/ NG 45	573.00
Boderek, Bernadette NG 49-A	191.00
Boise, Abram / SG 29	345.99
Boise, Steven & Laura / SG 31-B	282.00
Bolen, Richard & Ellen / SG 37-1-E3	286.50
Bowden, Anne / Alyssa Angeles / SG 43-A	286.50
Branson, Robert / SG 84	191.00
Briscoe, Sharon / SG 56 A-1	382.00
Brown, Michael & Kaye / SG 77	191.00
Brunson, Ross & Monique / NG 10 E	286.50
Buford, Lisa / NG 40-1	282.00
Buford, William / NG 12	239.00
Burckley, Steven / SG 76	2,284.35
Cameron, John and Sherrie / SG 22-B	412.00
Campbell, Deanna / NG 51 A	2,383.99
Campbell, Deanna / NG 51 B	1,916.73
Campbell, Deanna / NG 51 C	1,916.73
Campbell, Deanna / NG 51 D	1,916.73
Case, Kenneth & Maryann / SG 54-B	182.00
Clawson, John / SG 22-A	382.00
Coleman/Simons, Emily & Roeby / NG 61-A	382.00
Collier, Helen / SG 30-B	382.00
Community Restoration / SG 70-B	190.45
Coryell, Douglas & Nancy / SG 39-D	191.00
Covington, Philip & Ann Marie / SG 34-C	191.00
Covington, Philip & Ann Marie/ SG 34-B	831.89
Crown, Lucy / SG 21-D	143.25
Cunningham, Tucker / SG 25-E	384.88
Davis, William/ NG 65	16,098.23
Dawson , Herb NG / 35-A	286.50
Dawson, Herb/ NG 38-A	286.50
Diehl, Denise / SG 25-D	314.25
Difo/Simms, Louis & Pamela / NG 23	12,096.91
Dirkers, Claudette / NG 29-B	286.50
Dubiel, Gerald / NG 32-B	253.46
Ducklow, Jeff / NG 9 (A)	191.00
Eisvang, Jorn / SG 64 A	8,242.26
Eisvang, Jorn / SG 64 B	1,854.85
Elvrom, Ryan & Mandy / NG 57-D-1	382.00
Fairbairn, Oscar & Karen / NG 41	382.00
Finkler, James / NG 7-A	1,460.09
Fitzgerald, Catherine / SG 28-A	2,189.98
Fitzgerald, Catherine / SG 28-B	143.25
Fitzgerald, Catherine / SG 28-D	2,201.14
Fitzgerald, Catherine / SG 28-E	2,189.98
Ford, Thomas / SG 28-C	143.25
Fowle, Randy & Cristin / NG 10-D	286.50
Frazier, Kenneth & Bonita / SG 31-E	382.00
Garcia, Kathie & Manuel / NG 32-C	6,707.04
Geary, Barbara / NG 1-B	286.50
Gembica/Lindstrom, Pam & Johan / SG 93-A	682.13
Glennon, Margaret / SG 33-E	382.00

Glastonbury Landowners Association
Customer Balance Summary
As of February 28, 2014

	Feb 28, 14
Gough, James & Susan / NG 38-D	182.00
Green, Kenneth / NG 48-M1	9,393.65
Green, Kenneth / NG 48-M2	9,393.65
Grenier, Mark / NG 28 C	191.00
Grey, Brian & Therese Emmanuel / SG 46-D	286.50
Guidan, William & Loreen / NG 54-C	382.00
Hanan, Sabrina / NG 55-C	286.50
Hansard, Donald / SG 81	191.00
Hansen/Jeske, Kraig & Billie / SG 32-C	1,396.49
Hardesty, Frank & Kristen / SG 20-B	379.29
Harris, Ned / NG 11-A	286.50
Haug, Ken / NG 26-B-1	382.00
Hayward, Jennie / SG 35-C	2,839.66
Healy, James & Carla Ann / NG 50-A-C	286.50
Healy, James & Carla Ann / NG 50-A-D	286.50
Heinz, George & Megan / SG 103	382.00
Hoag, Arlene / NG 7-D	382.00
Hoag, Philip / NG 7-C	1,913.68
Hohmann, David & Jane / NG 51-E	191.00
Holder, William & Simone / NG 39	13,122.86
Holmstrom, Linda / SG 34-A1	498.59
House, William / NG 7 B-2	4,465.64
Hubert, Tom / NG 42-C	191.00
Hull, Amanda / SG 33-B	191.00
Impellizzeri, Collette C. / NG 47-E	279.06
Irby, William / SG 42B	286.50
Irwin, Simeon / NG 44-B	282.00
Jensen/Danielkiewicz, Kim & R. / SG 43-C	382.00
Jensen/Danielkiewicz, Kim & R. / SG 43-D	191.00
Johnson, Antonia / SG 46-C	3,993.36
Johnson, Craig & Teresa / SG 49	833.93
Johnson, Dorothy / NG 30-B	382.00
Johnson, Edwin & Ronalee / NG 8	382.00
Johnson, Janet / SG 109-A	191.00
Jordon-Guess, Gertilyn. / SG 105 B	685.77
Juliano, Craig / NG 54-E	562.60
Kehoe,Jr., Daniel & Paula / SG 37-1A	382.00
Koltonow, Michael / SG 66	282.00
Kozlik, James & Marian / NG 43-5	382.00
Kremer Trust, Neil / SG 21-E-1	143.25
Kremer, Neil & Linda / SG 57 A-1	143.25
Kremer, Neil & Linda / SG 18-A	429.75
Kremer, Neil / Nelson, Stuart / SG 18-B	286.50
La Shomb, Marlenea / SG 84	833.93
Laird, Katherine / NG 35-D	286.50
Lambert, Marilynne / NG 11-B	382.00
Lannes, Craig / SG 53-B	5,842.50
Lifesavers Shelter / NG 28 E	2,977.42
Lisota, Martin / SG 50-A	790.80
Lombard, Marjorie / NG 2-A	382.00
Lynch, Monty and Ginger / NG 54-D	1,058.70
Macdonald, Constance/ SG 37-1C	286.50
Mack, Randolph & Deborah / NG 37-C	13,117.06
Makris, George / SG 20-A	808.83
Mark's Ark / NG 7-E	1,352.33
Marshall, Ron & Sandra / SG 50-B	382.00
May, Carl & Bonnie / NG 54-B	191.00
McBride, Scott and Valerie/ SG 61	287.00
McCue, Donald & Alexandra/ SG 32-B	3,147.60
McDaniel, Delmar Nellls / NG 28 D	239.00
McGee, David R. & Heleena A. / SG 24	538.62
Meijer, Jacob & Irena / NG 33-D	286.50
Michael-George, Marius / NG 33-B	382.00
Mizzi, Charlotte / NG 5-D	191.00
Moore, Laurie / SG 87	191.00
Mueller Jr., Kenneth & Nancy /SG 47	382.00

Glastonbury Landowners Association
Customer Balance Summary
As of February 28, 2014

	Feb 28, 14
Murphy/Hull, Charlene & Steven / NG 40-4	191.00
Muto, Charles / NG 27	286.50
Naclerio, Peter & Janet / NG 43-1	286.50
Nichols, Jeffery / SG 94	191.00
Nordemann, Olav & Janet / NG 44-D	282.00
Norell, Per / NG 41	191.00
O'Connell, Daniel & Valerie / NG 5-C	339.64
Pagnier/Luykenlaan, Carla & Jan / SG 35-E	573.00
Parker, Clare & Rudy / SG 31-D	382.00
Parker, Rudy & Clare SG 42-D	191.00
Peterson, Victorina / SG 106 A-1	1,631.50
Peterson, Victorina / SG 106 A-2	1,631.50
Pinardo, Pedro / SG 32-A-3	191.00
Pinardo, Pedro / SG 32-A-2	205.09
Price, Ron & Penelope / NG 5-B	286.50
Prieto, Ricardo & Fabiola / NG 26-A	382.00
Quarles, Ray / NG 24-E	286.50
Quesenberry, Robert & Michelle / SG 42A	573.00
Rakela, Kathleen / NG 53	191.00
Rakela, Kathleen / NG 55-D	191.00
Rakela, Kathleen / SG 27	191.00
Rakela, Kathleen / SG 51	191.00
Ranttalo, Paul / NG 30-E	311.50
Rasmussen, Robert & Maxine / NG 43-4	286.50
Rath, Joe / NG 25-4	697.35
Regan Jr., Francis / NG 47-F	1,853.82
Rolf/Montana Stephen & Linda / SG 36-E	286.50
Sage Family Trust / SG 21-B	1,275.40
Sage Family Trust /NG 58	414.22
Satterfield, Trudie / NG 47-A	573.00
Saunders, Darin & Rebecca / NG 61-B	282.00
Scott, Ian & Tanya / NG 10-C	367.84
Seago, Lester / SG 40-E	191.00
Sharpless, Janet / NG 25-3	565.00
Sherwood, Robert / SG 50-D	8,988.74
Sirios. Stephen- Farrar, Chris / SG 88-B	286.50
Slavenas, Rasa / SG 101	382.00
Smith, David / SG 39-E	3,079.06
Smith, William / NG 42-E	382.00
Soltis, Pete / SG 30-D	180.00
Stallard, Aaron & Jessica / SG 31-A	915.66
Stomerowski, Scott / SG 48	191.00
Tempesta, Michela NG 59	1,058.70
Thorburn, Carolyn / SG 93-A	6,607.26
Thorpe, David / NG 06-A (TS)	3,937.22
Thorpe, Elizabeth / NG 6 B-3	382.00
Tisdale, Bradford / NG 38-C	382.00
Tisdale, Bradford / NG 38-E	191.00
Tonkin, David / SG 104	382.00
TP, Inc. / SG 35-A	286.50
Trisdale, James & Paula / SG 26-A2	263.00
Ulirich, Kathleen / NG 32-D	1,057.42
Van Unden, Kevin / SG 46-A	5,852.65
Vaughan, Vicki / NG 29-C	191.00
Venteicher, Randy & Lynn / SG 26-D	382.00
Wallace, Robert & Mary / SG 36-A	382.00
Wallace, Robert & Mary / SG 40-A	191.00
Wallace, Robert & Mary / SG 40-B	382.00
Wallace, Robert & Mary / SG 40-D	191.00
Wallace, Robert / SG 84	191.00
Wartman, Ronald / NG 43-2	191.00
Weise, Roger / SG 47	5,736.28
Wieczorek, Jewel / NG 24-C	286.50
Williams, Chris and Ia / NG 33-C	286.50
Williams, Randall/ SG 34-A2	191.00
Windorski, Darryl / SG 46-B	286.50

Glastonbury Landowners Association
Customer Balance Summary
As of February 28, 2014

	Feb 28, 14
Wood, Rose / SG 38-1C	382.00
Woodruff, Justin/ SG 22-D	396.85
Yaney, Ralph / NG 38-B	382.00
Young, Jerry/ SG 26-E	833.93
Ziegler, Aza SG 41-B1	735.68
Ziegler, Aza SG 41-C	1,421.32
TOTAL	262,182.19

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *FINAL*

March 10, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
The meeting was called to order by Alyssa Allen at 7:10 p.m. at St. John's Church. Janice McCann gave the opening prayer.

PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Donna Lash-Andersen (Secretary), Gerald Dubiel, Scott McBride, Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Sheridan Stenberg, and Laura Boise.
ABSENT: Rich Spallone
ALSO ATTENDING: Nathan (Minnick Management, Inc.); Landowners: Regina Wunsch, Ia & Chris Williams, Linda Ulrich, Chad & Lindsey Stone, Chuck Tanner, Bob & Kristi Sones, Dennis Kight, Steven Boise & daughter, Claudette & Micah Dirkers, Jerry Ladewig; Neighbors: Danilie Howe, Diane O'Brien.

2. **Set Agenda**

3. **Approve Meeting Minutes** – February 10, 2014
Motion: Ross moved and Gerald seconded to approve the February 10, 2014 meeting minutes. **Motion carried unanimously.**

4. **Visiting Landowner Input Period**
No input given.

5. **Officer and Committee Reports**
5.1 President's Report – AA
5.1.1 Review of Potential Projects
Alyssa reviewed a list of tasks she has been recently handling for the association to help the board understand the type of work that is being done each month and the need for others to participate in accomplishing tasks. Alyssa discussed various projects that can be completed including but not limited to protocol for board members, new board member training, the complaint procedure process, and the welcome packet for new landowners.

5.1.2 Upcoming Vacancy for SG Board Position
The board discussed the upcoming vacancy on the board for South Glastonbury as a result of Rich Spallone selling his property, and how the vacancy is to be announced in the March Newsletter to allow interested landowners to come forward to be considered for filling the remainder of his term.

5.1.3 Need for Mailing of Financial Reports / Newsletter in March
Alyssa discussed the need for a mailing this month to get the 2013 financial statements out to the landowners now that CPA Robert Storey has completed them. In addition to the financial reports, a newsletter would be included.

5.1.4 Protocol for Attorney Communications (Added Agenda Item)
Alyssa discussed the need for two directors to participate in attorney communications so that at least two directors are involved in the issues being handled. **MOTION**: Sheridan motioned and Robert W. seconded that two board members be part of communications with attorneys with one director having at least one year remaining in their term for continuity and that board approval be

obtained prior to bringing an issue to an attorney. Discussion: For timely issues in between meetings, board response is to be prompt. **Motion carried unanimously.**

5.2 Secretary's Report – DL

5.2.1 D&O Liability Insurance Non-Renewal Due to Claims Activities

Donna discussed the need for the Association to apply for new D&O liability insurance since our current carrier, USLI, has decided to drop our coverage due to claims activity. The current policy expires June 1st. The board discussed how extra funds have been allocated for this expected outcome.

5.2.2 Safe Deposit Box

Donna noted that there is a safe deposit box at Bank of the Rockies that may no longer be needed as it is only used for storing a backup CD of the GLA financials. **MOTION**: Donna motioned and Janice seconded to close the GLA's safe deposit box. Discussion: The board discussed the best protocol for storing such info and that it may best to keep said box. **Motion failed unanimously**.

5.2.3 Separate Minutes Binder for Committee Meeting Minutes

Donna discussed that after reviewing minute record keeping she recommends that the Secretary also keep a minutes binder of committee meeting minutes.
MOTION: Donna motioned and Laura seconded that committees will take meeting minutes that are then to be submitted to the Secretary prior to the next regularly scheduled board meeting. **Motion carried unanimously.**

5.2.4 Determine Upcoming Committee Meeting Dates at Each Board Meeting

The Board discussed the value of determining at each board meeting the upcoming dates for committee meetings so that this can be posted on the website calendar of events.
MOTION: Ross motioned and Donna seconded that an agenda item be added for each monthly board meeting for committees to report their known upcoming meetings to the Communications Committee for the purpose of posting them to the website. **Motion carried unanimously**.

5.3 Treasurer's Reports

5.3.1 Overview of New Accounting – Regina Wunsch

Regina discussed how accrual accounting operates in comparison to cash based accounting and how it accounts for transactions when they are posted. Regina also presented January and February financial statements in a comparison of both cash vs. accrual reports.

5.3.2 Budget Variance, Check & Deposit – JM

Janice presented the February Treasurer reports. **Motion:** Sheridan motioned and Robert W. seconded to approve the February 2014 Treasurer's reports. **Motion carried unanimously**.

5.3.3 2013 Financial Statements & 2014 Budget Review – JM

Regina presented the accrual based 2013 financial statement compiled by CPA Robert Storey. Janice presented an updated draft budget prepared by the Budget Committee. **MOTION**: Ross motioned and Sheridan seconded that the Board balance the budget by moving $7,285 out of the General Operations Reserve Fund, with the provision that these funds be replenished as past due assessment

receivables are collected, and the additional needed funds to meet the deficit of $10,248 come out of the unrestricted funds in savings. With these adjustments the updated 2014 budget can be adopted. **Motion carried unanimously.**

5.4 Communication Committee Report – AA/DL/Ross

5.4.1 Phone Conference Option for Committee Meetings
Ross informed the board that a free phone conferencing option for committee meetings is available for our use.

5.4.2 VoiceNation & Website Calendar for Meeting Announcements
Ross noted that VoiceNation and the Website Calendar of Events are current focuses of the committee as a means to communicate with landowners, and that these are low cost systems that are already in place.

5.4.3 Landowner Opt-in for Telephone Tree with Maydell Goulart
Alyssa presented a simple form that could be used for landowners to opt-in to the telephone tree service provided by Maydell Goulart for receiving GLA announcements via phone message. The board discussed how this form would best be distributed along with the form for opting into e-mail communication at a later date.

5.5 Website Committee Report – Ross
Ross presented current progress and updates to the GLA website. He also noted that the old website has been retired and now redirects to the new site.

5.6 Road and Weed Mgmt Committee Report – RW/RS
Robert W. reported on the heavy snowfall and snow removal work done over the last month. He reported that the community road meeting was held on February 19 and was successful. The meeting generated several items for consideration including but not limited to an evaluation on the paved roads from a qualified engineer, weed spraying and chemicals used, excess speed on GLA roads, sponsored barrels of sand to be placed at hills, and development of a 5-year road maintenance plan.

5.7 Project Review Committee Report – GD/Robert B.
Gerald noted that the Project Review Committee should meet in regard to project review application processing. The committee is planning a meeting for March 17 at 8 pm.

5.8 Governing Document Committee Report – DL/Robert B.
Donna reported that the first Governing Document Committee meeting went well and 47 recommendations for changes were generated. The committee will continue to meet and build on this list.

6. UNFINISHED BUSINESS

6.1 Committee Charters – AA/Board
No additional charters presented at this time.

6.2 Proposed Criteria for Committee Member Appointments – AA
Item tabled.

6.3 Paradise Valley Corridor Planning Study Meeting – GD
Gerald reported that he had attended the planning study meeting and presented a comment form to be posted on the website. He noted that the project is not scheduled for completion until 2035 but they are looking for feedback immediately.

6.4 Review and Organization of GLA Records – AA
The board discussed the association's records to be organized and the work entailed to do so. The board discussed the need for a board member to volunteer to begin this process.
Action Item *– Ross to find out what the record keeping requirements are.*

7. NEW BUSINESS

7.1 Proposal to Amend Bylaws to Allow for E-mail Communication / Notices – AA
The Board discussed the benefits of using e-mail as a means of communicating with the membership and how the Bylaws limit official notice to postal mail and fax only. In order to remedy the situation, the Bylaws would have to be amended by the membership via Special Meeting and vote. Alyssa presented a draft ballot from Alanah Griffith, and that notice will need to be given to the landowners 30 days prior to a Special Meeting to present and vote on the amendment. Landowners would also be allowed to vote on the amendment via proxy, mail-in or faxed-in ballot. **MOTION:** Scott motioned and Ross seconded that the GLA hold a special meeting on April 14th at 7:00 p.m. to present and vote on the proposed Bylaw amendments. **Motion carried unanimously.**
Action item *– Ross and Sheridan to write a letter to be included with the ballot and notice.*

7.2 Clarification of Policy for Collection of Delinquent Accounts – AA
Alyssa discussed the potential for forming a Collections Committee as an additional step towards collecting past due assessments. She reported that Alanah Griffith had confirmed that our covenants allow for the hiring of an attorney or agent in attempt to collect past amounts owed. The board discussed the best way to approach collections, how to cost effectively do so, and the importance of treating each landowner fairly and evenly.

7.3 March Mailing & Newsletter – Review Content – DL
The board discussed the upcoming March Newsletter content.
Action Item *- Donna will e-mail the newsletter to the board for input and approval.*

8. Comment Period for Visiting Landowners

9. Closed Session
9.1 Discussion of lawsuits – AA/Board

10. Meeting adjourned at 11:27 p.m.

11. Next Board Meeting: April 14th, 2014 at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

March 10, 2014 – 7:00 pm

1. **Call to Order**
2. **Set Agenda**
3. **Approve Meeting Minutes** – February 10, 2014
4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
5. **Officer and Committee Reports**
   - 5.1 President's Report – AA (5 min)
     - 5.1.1 Review of Potential Projects
     - 5.1.2 Upcoming Vacancy for SG Board Position
     - 5.1.3 Need for Mailing of Financial Reports / Newsletter in March
   - 5.2 Secretary's Report – DL (5 min)
     - 5.2.1 D&O Liability Insurance Non-Renewal Due to Claims Activities
     - 5.2.2 Safe Deposit Box
     - 5.2.3 Separate Minutes Binder for Committee Meeting Minutes
     - 5.2.4 Determine Upcoming Committee Meeting Dates at Each Board Meeting
   - 5.3 Treasurer's Reports
     - 5.3.1 Overview of New Accounting – Regina Wunsch (2 min)
     - 5.3.2 Budget Variance, Check & Deposit – JM (2 min)
     - 5.3.3 2013 Financial Statements & 2014 Budget Review – JM (2 min)
   - 5.4 Communication Committee Report – AA/DL/Ross (5 min)
     - 5.4.1 Phone Conference Option for Committee Meetings
     - 5.4.2 VoiceNation & Website Calendar for Meeting Announcements
     - 5.4.3 Landowner Opt-in for Telephone Tree with Maydell Goulart
   - 5.5 Website Committee Report – Ross (5 min)
   - 5.6 Road and Weed Mgmt Committee Report – RW/RS (5 min)
   - 5.7 Project Review Committee Report – GD/Robert B. (1 min)
   - 5.8 Governing Document Committee Report – DL/Robert B. (3 min)
6. **UNFINISHED BUSINESS**
   - 6.1 Committee Charters – AA/Board (3 min)
   - 6.2 Proposed Criteria for Committee Member Appointments – AA (2 min)
   - 6.3 Paradise Valley Corridor Planning Study Meeting – GD (1 min)
   - 6.4 Review and Organization of GLA Records – AA (3 min)
7. **NEW BUSINESS**
   - 7.1 Proposal to Amend Bylaws to Allow for E-mail Communication / Notices – AA (3 min)
   - 7.2 Clarification of Policy for Collection of Delinquent Accounts – AA (2 min)
   - 7.3 March Mailing & Newsletter – Review Content – DL (2 min)
8. **Comment Period for Visiting Landowners**
9. **Closed Session**
   - 9.1 Discussion of lawsuits – AA/Board
10. **Adjournment**
11. **Next Board Meeting: April 14th, 2014 at St. John's Church**

GLA 2014 Budget - Revised March 2014		
Income/Expense Categories		**Notes**
Projected Income		
100. Assessment Fees for Land and Dwellings		
111. Land 2014	$63,000	based on 2013 paid assessments
121. Dwelling 2014	$44,000	based on 2013 paid assessments
150. Golden Age Village	$9,359	Income from Golden Age Village (49 dwellings x $191 each)
100. Total Assessment Fee Income	**$116,359**	
200. Project Review Fees Building Projects		
201. Application Fee		Non-refundable Application Fee
210. Impact Fees		Potential Income varies according to projects submitted
200. Total Estimated Project Review Income	**$0**	Road Impact Fees collected and saved for road maintenance
5000. Interest Income-Bank	$80	Interest Earned from Savings Account
Total 2014 Projected Income	**$116,439**	**Total 2014 Projected Income**
2013 Unrestricted Cash - "Other Savings"	**$10,000**	For projected liability insurance deductible
2013 Unrestricted Cash - "Other Savings"	**$2,963**	To cover part of the $10,248 2014 budget shortfall
2013 Operations Reserve - "Savings"	**$7,285**	To cover the rest of the 2014 budget shortfall
Total Revenues Available	**$136,687**	Assessment & Interest inc.+ Fund + Other Savings Money
Projected Expenses		
1000. Snow Removal		
1010. Contracted Snow Removal	$4,000	Contracted plowing and magchloride deicing
1016. – 1019. Wages Paid Snow & payroll taxes	$4,800	Employee wages, payroll taxes, Worker's Comp.
		& payroll software $280
1021. Equipment Costs - Reg & Ins (Snow)	$1,080	Commercial Insurance one truck
1023. – 1024. Truck #1 and #2 Maintenance (Snow)	$3,000	one truck,snowplow & sander maint. & repairs
1025. Equipment Costs - Fuel (Snow)	$2,000	Fuel
1040. Sand	$500	Sand
1000.Total Snow Removal	**$15,380**	
1030. Roads & Weeds		
1031. Contractors - Weed Control	$2,500	Weed Spraying
1032. Roadside Mowing	$1,600	Roadside Mowing
1035. Bi-Annual Grading/Gravel	$31,000	Grading/Gravel NG & SG (increased $3,000 from 2013)
1041. Emergency Road and Fence Repair	$1,000	Contingency Fund
1046. Roads/Common Land Liability Insurance	$5,500	Roads/Common Lands Liability Insurance
1049. Quonset Hut Expenses	$0	no more work to be done in 2014
1030. Total Roads & Weeds	**$41,600**	
Total Road Expenses	**$56,980**	**See % incl loan payment on last page**
1100. Project Review		Minnick Management processes project applications,
1110. Contractors		the GLA board reviews and approves applications.
1100 Total Project Review	**$0**	
1200. Parkland/Recreation		
1210. Utilities	$500	Electricity for Well Pump & Concession Stand
1230. Lawn Mowing/Gas	$150	Mower Gas – Mowing Time is all Volunteer
1240. Mower Maintenance	$250	Mower Maintenance, yearly blade sharpening etc.
1200. Total Parkland/Recreation Expenses	**$900**	
1300. Litigation		
1310. & 1320. Legal Costs for O'Connell Litigation	$13,300	O'Connell Lawsuits, Deductible & Document Production
1300. Total Litigation	**$13,300**	(Projected Deductible is $10,000)

1400. Community Complaints		
1410. Community Complaints/disputes	$725	Oversee/process/ follow-up & attorney communication
1400. Total Community Complaints	**$725**	
2000. Overhead/Admin Costs		**Regular and fixed administration costs**
2005. Contractors - Accountant's Fees	$1,571	year end reports, financial oversight, year end tax filing
2016. Insurance	$3,000	GLA Board Liability Insurance Premium will increase 2014 from $1,341 due to Litigation
2017. Legal Fees	$1,000	Legal advice, Covenant Interpretation
2018. Licenses & Annual Reporting	$70	Annual Report, Non Profit Licensing w/ MT
2019. Lien Filing Costs		Varies according lien activity
2020. Administration Costs - Minnick Management	$22,629	Bookkeeping, Meeting Minutes, General Managerial
$4.75 x 12 months x 397 units = $22,629		Coordination, Oversight, Follow up, Research,
		Lien Filing, Correspondence, Project Review App. Prep.
		Storage of records, Reporting, Payroll, mailings
		Annual Meeting: Nomination and Election Packets,
		Meeting Set up & Coordination, Meeting Handouts
2025. Miscellaneous	$500	break down past dues & update new books
2030. Newsletters	$0	Newsletters done by volunteers
2050. Office Supplies	$1,400	Envelopes, Labels
2052. Postage and Shipping	$1,200	Postage for 6 mailings and misc
2055. Printing & Copies	$850	Copies @ $0.10 each
2060. Rent Facilities	$630	Meeting Room, $35 x 12 months
2062. Rent PO Box & Safe Deposit Box	$60	PO Box in Emigrant
2065. Software - SharePoint	$20	SharePoint
2070. Taxes - Property	$325	Property Taxes for Common Land, four parcels
2080. Telephone & Messaging	$180	Voice Nation - phone message service
2091. Website Contractors - Development & Maint	$450	Development & Maint.
2092. URL/Domain Fee	$140	Annual web hosting fee
2000. Total Overhead/Administration Costs	**$34,025**	
3000. Annual Meeting/Elections		
3010. Administration	$0	Admin by Minnick Management included in Mgmt fees
3015. Postage and Delivery	$450	Nomination & Election Packets
3020. Refreshments	$250	Annual Meeting Refreshments
3025. Rent	$75	Emigrant Hall Rental
3030. Copies	$600	Election Mailings and Meeting Handouts
3000. Total Annual Meeting/Elections Expenses	**$1,375**	
6000 Interest Expense	$6,182	GLA portion of paving loan interest*
Total 2014 Projected Expenses	**$113,487**	
Total Long Term Liability	**$23,200**	**Bank of Rockies Paving Loan Principal**
Total 2014 Projected Expenses & Loan	**$136,687**	
Total 2014 Projected Revenue	**$136,687**	Assessments + Interest Inc. + Unrestricted Cash "Other Savings" + General Operations Reserve money**
2014 Balanced Projected Budget	**$0**	
Road Expenses & Paving Loan Payments	**$86,362**	63.2% of budget
*** CUT pays for 1% of the 8.5% paving loan interest for GAV**	**Actual interest paid to BoR is $7,025 (6,182 + 843)**	
**** This leaves $0 in the General Operations Reserve and $16,467 in the Unrestricted Cash "Other Savings"**		

Glastonbury Landowners Association
Balance Sheet
As of March 31, 2014

	Mar 31, 14
ASSETS	
Current Assets	
Checking/Savings	
001 · Big Sky Western Operating Acct	71,173.90
002 · Bank of the Rockies Checking	16,319.80
003 · Savings Account	
010 · Construction Bond Reserve Cash	11,027.00
011 · Emergency Loan Reserve	7,500.00
012 · Gen Op Reserve Cash	7,285.00
013 · NG Chip Seal Reserve Cash	5,781.78
014 · NG/SG Road Reserve Cash	32,270.35
003 · Savings Account - Other	29,448.85
Total 003 · Savings Account	93,312.98
Total Checking/Savings	180,806.68
Accounts Receivable	
Accounts Receivable	255,213.96
Total Accounts Receivable	255,213.96
Other Current Assets	
Petty Cash	73.19
Total Other Current Assets	73.19
Total Current Assets	436,093.83
TOTAL ASSETS	**436,093.83**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	15.00
Total Accounts Payable	15.00
Other Current Liabilities	
Construction Bonds Held by GLA	11,027.00
Payroll Liabilities	1,644.26
Total Other Current Liabilities	12,671.26
Total Current Liabilities	12,686.26
Long Term Liabilities	
Bank of the Rockies Loan	67,421.74
Total Long Term Liabilities	67,421.74
Total Liabilities	80,108.00
Equity	
Emergency Loan Fund	7,500.00
General Operations Fund	7,285.00
NG Chip Seal Fund	5,781.78
NG/SG Road Fund	32,270.00
Opening Balance Equity	21,462.70
Operating Fund Balance	161,356.12
Net Income	120,330.23
Total Equity	355,985.83
TOTAL LIABILITIES & EQUITY	**436,093.83**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	Jan - Mar...	Budget	$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
111 · Land Assessments 2014	75,683.75	63,000.00	12,683.75	120.1%
121 · Dwelling Assessments 2014	51,369.97	44,000.00	7,369.97	116.7%
150 · Golden Age Village Income	2,339.75	9,359.00	-7,019.25	25.0%
170 · Finance Ch Income- Past Due Ass	3,098.17			
171 · 5% Penalty Income	9,087.25			
175 · Subdivision Waiver Asmnts	93.81			
190 · Discounts Given	-47.75			
Total 100 · Parcel Assessment Fees	141,624.95	116,359.00	25,265.95	121.7%
400 · Other Gen Fund Income				
401 · Lien Fees Paid	200.00			
Total 400 · Other Gen Fund Income	200.00			
Total Income	141,824.95	116,359.00	25,465.95	121.9%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	1,377.50	4,000.00	-2,622.50	34.4%
1011 · Equipment Rental	950.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70	78.5%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	340.00			
Total 1015 · Payroll Costs	3,999.82	4,800.00	-800.18	83.3%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00	64.6%
1024 · Truck #2 (93 DODGE) Maintenance	1,212.35	3,000.00	-1,787.65	40.4%
1025 · Fuel	1,118.74	2,000.00	-881.26	55.9%
1026 · Wages Truck Maintenance	615.00			
Total 1020 · Equipment Costs	3,644.09	6,080.00	-2,435.91	59.9%
Total 1000 · Snow Removal	10,008.91	15,380.00	-5,371.09	65.1%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00	0.0%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00	0.0%
1045 · Signs, Posts & Snowfence	437.40			
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	149.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%
Total 1030 · Roads & Weeds	586.90	41,600.00	-41,013.10	1.4%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	72.61	500.00	-427.39	14.5%
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	-250.00	0.0%
Total 1200 · Parkland/Recreation Center	72.61	900.00	-827.39	8.1%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.3%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.3%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	-725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	-725.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	Jan - Mar...	Budget	$ Over B...	% of Bud...
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	-605.00	61.5%
2011 · Bank Charges	2.00			
2012 · Credit Card Fees	24.28			
2013 · Collection Costs	446.67			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	122.50	1,000.00	-877.50	12.3%
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00	0.0%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	5,657.25	22,629.00	-16,971.75	25.0%
2025 · Miscellaneous	229.99	500.00	-270.01	46.0%
2030 · Newsletter Costs	73.00	0.00	73.00	100.0%
2050 · Office Supplies	180.06	1,400.00	-1,219.94	12.9%
2052 · Postage & Shipping	294.20	1,200.00	-905.80	24.5%
2055 · Printing & Copies	207.18	850.00	-642.82	24.4%
2060 · Rent - Facilities	560.00	630.00	-70.00	88.9%
2062 · Rent - PO Box & Safe Dep Box	75.00	60.00	15.00	125.0%
2065 · Software - SharePoint	17.90	20.00	-2.10	89.5%
2066 · Software - Dropbox	19.98			
2070 · Taxes - Property	0.00	325.00	-325.00	0.0%
2080 · Telephone & Messaging	44.85	180.00	-135.15	24.9%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	-450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	-84.39	39.7%
Total 2090 · Website Costs	55.61	590.00	-534.39	9.4%
Total 2000 · Overhead/Admin Costs	9,265.47	34,025.00	-24,759.53	27.2%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	450.00	-450.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00	0.0%
Total Expense	20,108.89	107,305.00	-87,196.11	18.7%
Net Ordinary Income	121,716.06	9,054.00	112,662.06	1,344.3%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	20.69	80.00	-59.31	25.9%
Total Other Income	20.69	80.00	-59.31	25.9%
Other Expense				
6000 · Interest Expense	1,406.52	6,126.00	-4,721.48	23.0%
Total Other Expense	1,406.52	6,126.00	-4,721.48	23.0%
Net Other Income	-1,385.83	-6,046.00	4,662.17	22.9%
Net Income	**120,330.23**	**3,006.00**	**117,324.23**	**4,003.0%**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	Jan - Mar 14	Budget	$ Over Budget
Ordinary Income/Expense			
Income			
100 · Parcel Assessment Fees			
109 · Land Assessments 2012	276.80		
110 · Land Assessments 2013	1,880.06		
111 · Land Assessments 2014	45,682.07	63,000.00	-17,317.93
119 · Dwelling Assessments 2012	85.77		
120 · Dwelling Assessments 2013	1,690.37		
121 · Dwelling Assessments 2014	29,353.74	44,000.00	-14,646.26
150 · Golden Age Village Income	2,339.75	9,359.00	-7,019.25
170 · Finance Ch Income- Past Due Ass	937.56		
171 · 5% Penalty Income	126.94		
190 · Discounts Given	-47.75		
Total 100 · Parcel Assessment Fees	82,325.31	116,359.00	-34,033.69
400 · Other Gen Fund Income			
401 · Lien Fees Paid	50.00		
Total 400 · Other Gen Fund Income	50.00		
Total Income	82,375.31	116,359.00	-33,983.69
Expense			
1000 · Snow Removal			
1010 · Contracted Snow Removal	1,377.50	4,000.00	-2,622.50
1011 · Equipment Rental	950.00		
1013 · Sand	37.50	500.00	-462.50
1015 · Payroll Costs			
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70
1018 · Benefits & Other Payroll Costs	5.52		
1018a · Payroll Software	280.00	280.00	0.00
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00
1015 · Payroll Costs - Other	340.00		
Total 1015 · Payroll Costs	3,999.82	4,800.00	-800.18
1020 · Equipment Costs			
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00
1024 · Truck #2 (93 DODGE) Maintenance	1,212.35	3,000.00	-1,787.65
1025 · Fuel	1,118.74	2,000.00	-881.26
1026 · Wages Truck Maintenance	615.00		
Total 1020 · Equipment Costs	3,644.09	6,080.00	-2,435.91
Total 1000 · Snow Removal	10,008.91	15,380.00	-5,371.09
1030 · Roads & Weeds			
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	Jan - Mar 14	Budget	$ Over Budget
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00
1045 · Signs, Posts & Snowfence	437.40		
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00
1050 · Other Road Costs	149.50		
1030 · Roads & Weeds - Other	0.00	0.00	0.00
Total 1030 · Roads & Weeds	586.90	41,600.00	-41,013.10
1200 · Parkland/Recreation Center			
1210 · Utilities for Rec Center	72.61	500.00	-427.39
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00
1240 · Mower Maintenance	0.00	250.00	-250.00
Total 1200 · Parkland/Recreation Center	72.61	900.00	-827.39
1300 · Litigation			
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00
Total 1300 · Litigation	175.00	13,300.00	-13,125.00
1400 · Community Complaints			
1410 · Community Complaints Costs	0.00	725.00	-725.00
Total 1400 · Community Complaints	0.00	725.00	-725.00
2000 · Overhead/Admin Costs			
2005 · Accountant's Fees	966.00	1,571.00	-605.00
2011 · Bank Charges	2.00		
2012 · Credit Card Fees	24.28		
2013 · Collection Costs	446.67		
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00
2017 · Legal Fees-General Advice	122.50	1,000.00	-877.50
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00
2019 · Lien Filing Costs	289.00		
2020 · Management Expense	5,657.25	22,629.00	-16,971.75
2025 · Miscellaneous	229.99	500.00	-270.01
2030 · Newsletter Costs	73.00	0.00	73.00
2050 · Office Supplies	180.06	1,400.00	-1,219.94
2052 · Postage & Shipping	294.20	1,200.00	-905.80
2055 · Printing & Copies	207.18	850.00	-642.82
2060 · Rent - Facilities	560.00	630.00	-70.00
2062 · Rent - PO Box & Safe Dep Box	60.00	60.00	0.00
2065 · Software - SharePoint	17.90	20.00	-2.10
2066 · Software - Dropbox	19.98		
2070 · Taxes - Property	0.00	325.00	-325.00
2080 · Telephone & Messaging	44.85	180.00	-135.15

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	Jan - Mar 14	Budget	$ Over Budget
2090 · Website Costs			
2091 · Website Contractor Devlop&Maint	0.00	450.00	-450.00
2092 · URL & Domain Fees	55.61	140.00	-84.39
Total 2090 · Website Costs	55.61	590.00	-534.39
Total 2000 · Overhead/Admin Costs	9,250.47	34,025.00	-24,774.53
3000 · Annual Meeting Costs			
3015 · Annual Mtg Postage	0.00	450.00	-450.00
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00
3025 · Annual Mtg Rent	0.00	75.00	-75.00
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00
Total Expense	20,093.89	107,305.00	-87,211.11
Net Ordinary Income	62,281.42	9,054.00	53,227.42
Other Income/Expense			
Other Income			
5000 · Interest Income - Bank	20.69	80.00	-59.31
Total Other Income	20.69	80.00	-59.31
Other Expense			
6000 · Interest Expense	1,406.52	6,128.00	-4,721.48
Total Other Expense	1,406.52	6,128.00	-4,721.48
Net Other Income	-1,385.83	-6,048.00	4,662.17
	60,895.59	**3,006.00**	**57,889.59**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	% of Budget
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
109 · Land Assessments 2012	
110 · Land Assessments 2013	
111 · Land Assessments 2014	72.51%
119 · Dwelling Assessments 2012	
120 · Dwelling Assessments 2013	
121 · Dwelling Assessments 2014	66.71%
150 · Golden Age Village Income	25.0%
170 · Finance Ch Income- Past Due Ass	
171 · 5% Penalty Income	
190 · Discounts Given	
Total 100 · Parcel Assessment Fees	70.75%
400 · Other Gen Fund Income	
401 · Lien Fees Paid	
Total 400 · Other Gen Fund Income	
Total Income	70.79%
Expense	
1000 · Snow Removal	
1010 · Contracted Snow Removal	34.44%
1011 · Equipment Rental	
1013 · Sand	7.5%
1015 · Payroll Costs	
1016 · Wages Paid Snow	78.47%
1018 · Benefits & Other Payroll Costs	
1018a · Payroll Software	100.0%
1019 · Workers' Compensation Insurance	0.0%
1015 · Payroll Costs - Other	
Total 1015 · Payroll Costs	83.33%
1020 · Equipment Costs	
1021 · Truck Registration & Insurance	64.63%
1024 · Truck #2 (93 DODGE) Maintenance	40.41%
1025 · Fuel	55.94%
1026 · Wages Truck Maintenance	
Total 1020 · Equipment Costs	59.94%
Total 1000 · Snow Removal	65.08%
1030 · Roads & Weeds	
1031 · Contracted Weed Control	0.0%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	% of Budget
1032 · Roadside Mowing	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.0%
1041 · Emergency Road & Fence Repair	0.0%
1045 · Signs, Posts & Snowfence	
1046 · Insurance - Roads/Common Land	0.0%
1050 · Other Road Costs	
1030 · Roads & Weeds - Other	0.0%
Total 1030 · Roads & Weeds	1.41%
1200 · Parkland/Recreation Center	
1210 · Utilities for Rec Center	14.52%
1230 · Lawn Mowing/Gas	0.0%
1240 · Mower Maintenance	0.0%
Total 1200 · Parkland/Recreation Center	8.07%
1300 · Litigation	
1310 · Legal Costs - O'Connell	1.32%
Total 1300 · Litigation	1.32%
1400 · Community Complaints	
1410 · Community Complaints Costs	0.0%
Total 1400 · Community Complaints	0.0%
2000 · Overhead/Admin Costs	
2005 · Accountant's Fees	61.49%
2011 · Bank Charges	
2012 · Credit Card Fees	
2013 · Collection Costs	
2016 · Insurance - Board Liability	0.0%
2017 · Legal Fees-General Advice	12.25%
2018 · Licenses & Annual Reporting	0.0%
2019 · Lien Filing Costs	
2020 · Management Expense	25.0%
2025 · Miscellaneous	46.0%
2030 · Newsletter Costs	100.0%
2050 · Office Supplies	12.86%
2052 · Postage & Shipping	24.52%
2055 · Printing & Copies	24.37%
2060 · Rent - Facilities	88.89%
2062 · Rent - PO Box & Safe Dep Box	100.0%
2065 · Software - SharePoint	89.5%
2066 · Software - Dropbox	
2070 · Taxes - Property	0.0%
2080 · Telephone & Messaging	24.92%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	% of Budget
2090 · Website Costs	
2091 · Website Contractor Devlop&Maint	0.0%
2092 · URL & Domain Fees	39.72%
Total 2090 · Website Costs	9.43%
Total 2000 · Overhead/Admin Costs	27.19%
3000 · Annual Meeting Costs	
3015 · Annual Mtg Postage	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.0%
3025 · Annual Mtg Rent	0.0%
3030 · Annual Mtg Printing & Copies	0.0%
Total 3000 · Annual Meeting Costs	0.0%
Total Expense	18.73%
Net Ordinary Income	687.89%
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	25.86%
Total Other Income	25.86%
Other Expense	
6000 · Interest Expense	22.95%
Total Other Expense	22.95%
Net Other Income	22.91%
	2,025.8%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	Jan - Mar...	Budget	$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
109 · Land Assessments 2012	276.80			
110 · Land Assessments 2013	1,880.06			
111 · Land Assessments 2014	45,682.07	63,000.00	-17,317.93	72.5%
119 · Dwelling Assessments 2012	85.77			
120 · Dwelling Assessments 2013	1,690.37			
121 · Dwelling Assessments 2014	29,353.74	44,000.00	-14,646.26	66.7%
150 · Golden Age Village Income	2,339.75	9,359.00	-7,019.25	25.0%
170 · Finance Ch Income- Past Due Ass	937.56			
171 · 5% Penalty Income	126.94			
180 · 2009 Chip Seal Assessment	814.80			
190 · Discounts Given	-47.75			
Total 100 · Parcel Assessment Fees	83,140.11	116,359.00	-33,218.89	71.5%
400 · Other Gen Fund Income				
401 · Lien Fees Paid	50.00			
Total 400 · Other Gen Fund Income	50.00			
Total Income	83,190.11	116,359.00	-33,168.89	71.5%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	1,377.50	4,000.00	-2,622.50	34.4%
1011 · Equipment Rental	950.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70	78.5%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	340.00			
Total 1015 · Payroll Costs	3,999.82	4,800.00	-800.18	83.3%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00	64.6%
1024 · Truck #2 (93 DODGE) Maintenance	1,212.35	3,000.00	-1,787.65	40.4%
1025 · Fuel	1,118.74	2,000.00	-881.26	55.9%
1026 · Wages Truck Maintenance	615.00			
Total 1020 · Equipment Costs	3,644.09	6,080.00	-2,435.91	59.9%
Total 1000 · Snow Removal	10,008.91	15,380.00	-5,371.09	65.1%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00	0.0%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00	0.0%
1045 · Signs, Posts & Snowfence	437.40			
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	149.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%
Total 1030 · Roads & Weeds	586.90	41,600.00	-41,013.10	1.4%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	72.61	500.00	-427.39	14.5%
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	-250.00	0.0%
Total 1200 · Parkland/Recreation Center	72.61	900.00	-827.39	8.1%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.3%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.3%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through March 2014

	Jan - Mar...	Budget	$ Over B...	% of Bud...
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	-725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	-725.00	0.0%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	-605.00	61.5%
2011 · Bank Charges	2.00			
2012 · Credit Card Fees	24.28			
2013 · Collection Costs	446.67			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	122.50	1,000.00	-877.50	12.3%
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00	0.0%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	5,657.25	22,629.00	-16,971.75	25.0%
2025 · Miscellaneous	229.99	500.00	-270.01	46.0%
2030 · Newsletter Costs	73.00	0.00	73.00	100.0%
2050 · Office Supplies	180.06	1,400.00	-1,219.94	12.9%
2052 · Postage & Shipping	294.20	1,200.00	-905.80	24.5%
2055 · Printing & Copies	207.18	850.00	-642.82	24.4%
2060 · Rent - Facilities	560.00	630.00	-70.00	88.9%
2062 · Rent - PO Box & Safe Dep Box	60.00	60.00	0.00	100.0%
2065 · Software - SharePoint	17.90	20.00	-2.10	89.5%
2066 · Software - Dropbox	19.98			
2070 · Taxes - Property	0.00	325.00	-325.00	0.0%
2080 · Telephone & Messaging	44.85	180.00	-135.15	24.9%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	-450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	-84.39	39.7%
Total 2090 · Website Costs	55.61	590.00	-534.39	9.4%
Total 2000 · Overhead/Admin Costs	9,250.47	34,025.00	-24,774.53	27.2%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	450.00	-450.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00	0.0%
Total Expense	20,093.89	107,305.00	-87,211.11	18.7%
Net Ordinary Income	63,096.22	9,054.00	54,042.22	696.9%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	20.69	80.00	-59.31	25.9%
Total Other Income	20.69	80.00	-59.31	25.9%
Other Expense				
6000 · Interest Expense	1,406.52	6,128.00	-4,721.48	23.0%
Total Other Expense	1,406.52	6,128.00	-4,721.48	23.0%
Net Other Income	-1,385.83	-6,048.00	4,662.17	22.9%
Net Income	**61,710.39**	**3,006.00**	**58,704.39**	**2,052.9%**

Glastonbury Landowners Association
Profit & Loss
April 1 - 14, 2014

	Apr 1 - 14, 14
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
109 · Land Assessments 2012	27.66
110 · Land Assessments 2013	65.33
111 · Land Assessments 2014	888.88
119 · Dwelling Assessments 2012	27.66
120 · Dwelling Assessments 2013	65.33
121 · Dwelling Assessments 2014	745.62
170 · Finance Ch Income- Past Due Ass	75.78
190 · Discounts Given	-47.75
Total 100 · Parcel Assessment Fees	1,848.51
Total Income	1,848.51
Expense	
1000 · Snow Removal	
1010 · Contracted Snow Removal	1,750.00
Total 1000 · Snow Removal	1,750.00
1030 · Roads & Weeds	267.90
2000 · Overhead/Admin Costs	
2013 · Collection Costs	127.81
2017 · Legal Fees-General Advice	770.00
2020 · Management Expense	1,885.75
2030 · Newsletter Costs	34.00
2050 · Office Supplies	34.99
2052 · Postage & Shipping	244.51
2055 · Printing & Copies	401.40
2062 · Rent - PO Box & Safe Dep Box	15.00
2065 · Software - SharePoint	8.95
2080 · Telephone & Messaging	14.95
Total 2000 · Overhead/Admin Costs	3,537.36
Total Expense	5,555.26
Net Ordinary Income	-3,706.75
Net Income	-3,706.75

Glastonbury Landowners Association
Profit & Loss
March 2014

		Mar 14
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
109 · Land Assessments 2012		11.73
110 · Land Assessments 2013		457.44
111 · Land Assessments 2014		4,885.98
119 · Dwelling Assessments 2012		11.72
120 · Dwelling Assessments 2013		457.42
121 · Dwelling Assessments 2014		3,251.02
170 · Finance Ch Income- Past Due Ass		171.17
171 · 5% Penalty Income		59.23
180 · 2009 Chip Seal Assessment		210.03
Total 100 · Parcel Assessment Fees		9,515.74
Total Income		9,515.74
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		840.00
1011 · Equipment Rental		200.00
1015 · Payroll Costs		
1016 · Wages Paid Snow	1,459.30	
1015 · Payroll Costs - Other	340.00	
Total 1015 · Payroll Costs		1,799.30
1020 · Equipment Costs		
1024 · Truck #2 (93 DODGE) Maintenance	447.00	
1025 · Fuel	412.18	
1026 · Wages Truck Maintenance	375.00	
Total 1020 · Equipment Costs		1,234.18
Total 1000 · Snow Removal		4,073.48
1030 · Roads & Weeds		
1045 · Signs, Posts & Snowfence		437.40
Total 1030 · Roads & Weeds		437.40
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		24.29
Total 1200 · Parkland/Recreation Center		24.29
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees		420.00
2011 · Bank Charges		2.00
2012 · Credit Card Fees		24.28
2013 · Collection Costs		210.14
2017 · Legal Fees-General Advice		87.50
2020 · Management Expense		1,885.75
2025 · Miscellaneous		229.99
2050 · Office Supplies		86.98
2052 · Postage & Shipping		60.50
2055 · Printing & Copies		60.38
2060 · Rent - Facilities		560.00
2062 · Rent - PO Box & Safe Dep Box		2.00
2080 · Telephone & Messaging		14.95
Total 2000 · Overhead/Admin Costs		3,644.47
Total Expense		8,179.64
Net Ordinary Income		1,336.10

Glastonbury Landowners Association
Profit & Loss
March 2014

	Mar 14
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	7.30
Total Other Income	7.30
Net Other Income	7.30
Net Income	**1,343.40**

2014-03-18_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Conference Phone Meeting Minutes - *Final*

March 18, 2014

CONFIDENTIAL – DO NOT COPY

The board met by conference phone to discuss next steps for the Governing Document Committee.

The meeting was attended by Alyssa Allen, Ross Brunson, Janice McCann, Donna Lash-Andersen, Gerald Dubiel, Scott McBride, Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), and Sheridan Stenberg.

Discussion included events relating to the most recent Governing Document Committee meeting and the ensuing communications.

Donna suggested that the committee move forward by having her co-chair the committee along with another landowner. In order to agree to this direction, the board explored the allegations made by Donna in an e-mail that she had recently sent to the board and landowners who attended the recent Governing Documents Committee meeting. After much discussion, no resolution was reached and Donna left the phone meeting.

Discussion on how to best proceed with the Governing Document Committee continued.

Motion: Paul motioned and Robert B. seconded that the Governing Document Committee be restructured, consisting of only landowners as committee members, and that the Board would provide support services and infrastructure for exchange of ideas among members. **Motioned carried unanimously.**

Motion: Ross motioned and Janice seconded that Robert B. be added as a member of the Communications Committee. **Motioned carried unanimously.**

By consensus, the board agreed that based on the comments made and opinions expressed at this meeting, mediation efforts need to be pursued between Donna and the rest of the board as a whole.

By consensus, the board agreed that Alanah Griffith would be consulted for advice on 1) the process and steps to be used by the Governing Document Committee to ensure their effectiveness and success; 2) how to best handle the issues brought up by Donna's e-mail communication, and 3) who she would recommend as a mediator.

Action Items:
Ross – Look into code of ethics and conflict of interest policies and present to the board.
Scott – Formulate meeting norms and present to the board.
Scott – Provide to the Governing Document Committee the list of suggestions and feedback regarding governing document changes that had been compiled thus far.
Board – Explore mediation options.
Communications Committee – Draft letter to be sent to the landowners who were already participating in the Governing Document meetings regarding new direction for the Committee.
Alyssa & Ross – Schedule appointment to discuss items with Alanah.

There was general consensus that the previously scheduled meeting of the board for April 12 is on hold until further developments toward mediation had occurred.

2014-04-14_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

April 14, 2014

CONFIDENTIAL – DO NOT COPY

1. **Commence Special Meeting to fill SG director position vacated by Rich Spallone**
The meeting was called to order by Alyssa Allen at 7:45 p.m. at St. John's Church. Robert W. gave the opening prayer.

PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Sheridan Stenberg (Secretary), Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Scott McBride (via phone and excused at 8:55 pm), and Gerald Dubiel (arrived at 8:43 pm). **ABSENT:** Laura Boise
ALSO ATTENDING: Nathan and Ryan (Minnick Management, Inc.)
Landowners: Miriam Barker, Jose Rosa, Daniel Kehoe, Jerry Ladewig, Regina Wunsch, Edward Anderson, Janice Brozovsky, Pouwel Gelderloos, Susan Gough, Jan Johansson, Dennis Kight, Charlene Murphy, Eleanor Schieffelin, Janet Sharpless, Chad Stone, Linda Ulrich, Ronald Wartman, Jewel Wieczorek, Chris and Ia Williams, Donna Lash-Andersen, Svend Andersen, and Kevin Newby.

Alyssa reported on the board vacancy for South Glastonbury left by Rich Spallone as he has sold his property. Daniel Kehoe of South Glastonbury came forward as a candidate for the opening. Discussion. **Motion:** Robert W. motioned and Ross seconded to appoint Daniel Kehoe to the vacant South Glastonbury board position. **Motion carried unanimously.**

2. **Commence Regular Monthly Board Meeting**

3. **Set Agenda**

4. **Approve Meeting Minutes – March 10, 2014 and March 18, 2014**
Motion: Sheridan motioned and Robert W. seconded to approve the March 10, 2014 and March 18, 2014 meeting minutes with three grammatical edits. **Motion carried.** Abstentions: Daniel Kehoe who was not present March 10, 2014 or March 18, 2014.

5. **Visiting Landowner Input Period**
Jerry Ladewig encouraged landowners to pick up debris along GLA roads.
Powell Gelderloos inquired about the soccer fields.
Chad Stone inquired about a pond within Golden Age Village.

6. **Officer and Committee Reports**
   6.1 President's Report – AA
      6.1.1 Overview of month's activities and tasks handled
      Alyssa reported that there were a lot of projects and tasks handled over the past month and that her intention is to train and help pass along her knowledge to other board members. She noted that each board member has taken on tasks that have been delegated and is encouraged by everyone's efforts.

      6.1.2 Vacancy for NG board position due to Donna's April 10 resignation
      The board accepted Donna Lash-Andersen's resignation and expressed their appreciation for her work. The NG board opening will be announced in the upcoming April Newsletter to the membership.

      6.1.3 Office of Secretary position
      Alyssa reported on the e-mail vote of the board to elect Sheridan as the interim Secretary. Of the 11 board members at the time of the vote 9 board members approved and 2 did not respond. The board discussed the need for administrative and secretarial skills on the board.

6.2 Treasurer's Reports: Budget Variance, Check & Deposit – JM
Janice presented the March 2014 Treasurer reports. **Motion:** Robert B. motioned and Sheridan seconded to approve the Treasurer reports. **Motion carried unanimously.** Janice reported on the accounts receivable and the current progress made on the collection of past due accounts to date.

6.3 Governing Document Committee Report – Chad Stone
Chad discussed how the committee will be using a grass roots effort to get landowners involved in the process to gather feedback and suggestions.

6.3.1 Guidelines for amendment process – Ross
Ross presented a document from Attorney Alana Griffith ***(attached)*** regarding the amendment procedure for the governing documents and the role of the Governing Document Committee which can be either comprised of board appointed members or not. **Motion:** Robert W. motioned and Ross seconded that Daniel Kehoe attends the Governing Document Committee meetings as a board liaison. **Motion carried unanimously.**

6.3.2 Restructuring of committee and board involvement – AA/ Ross
Alyssa reported that the board had determined at its March 18 meeting that it would be best to restructure the Governing Document Committee to be made up of landowners only with the board providing support services in order for the committee to best move forward. As a result of Alanah's input the general consensus of the board and the Governing Document Committee was to have a board-appointed representative participate in the meetings. She noted there had been a meeting on April 3, 2014 at Spectec at which Chad Stone was elected Chair and Jerry Ladewig was elected Vice-chair.

6.4 Road and Weed Mgmt Committee Report – RW/RS
Robert W. reported on the March 26 Road Committee meeting attended by himself, Sheridan, Paul, and Gerald. Discussion included spring grading, maintenance of the hardtop, future crack seal maintenance planning, access speed affecting wear on roads, chemicals used in weed control, and the 3rd manhole sump. Robert reported that one bid was received for the needed future crack seal maintenance in the amount of $23,000 for North and $12,000 for South and that more estimates will be sought. Robert noted that it was reported by the contractor that the current hardtop is in good shape and should last until 2020 provided that it is maintained. In addition, it was noted that crack sealing should last 3 years and be looked upon as needing continual maintenance. He noted that the GLA will need to look into budgeting approximately $12,000/year to maintain North and South hardtop roads as maintenance is approximately $6,000/mile, while the replacement of unmaintained hardtop is $120,000/mile. Robert also reported about a situation where the GLA had allowed the Story Ranch to use GLA roads to access their property in 2008 due to flooding that made their road unusable, and this was to be a temporary situation. At this time, it was reported that members of the Story Ranch were continuing to use GLA roads without contributing to the costs of maintenance. The board determined that this should not be allowed to continue and that the fence along the border of Arlene Hoag's property that allowed access be closed. **Motion:** Robert W. motioned and Gerald seconded that the Communications Committee write a letter to the Story Ranch indicating that they discontinue the use of GLA roads. **Motion carried unanimously.** Robert discussed the potential for putting together a small group to meet regularly regarding the maintenance and use of the soccer field.

6.5 Communications Committee Report

Alyssa reported that Robert B. had been added to the Communications Committee by the board at the March 18 meeting. **Motion:** Ross motioned and Robert W. seconded that Robert Branson co-chair the Communications Committee along with Alyssa. **Motion carried unanimously.**

6.5.1 VoiceNation setup re: recipients of messages – AA

Alyssa noted that VoiceNation messages will be automatically sent to the chairs of each committee.

6.5.2 E-mail groups for committees – Ross

Ross discussed options for dispersing information and communications for the Governing Document Committee. Ross reported on the ability to setup e-mail groups specific to each committee that would be delivered directly to each committee member.

6.6 Website Committee Report – Ross

6.6.1 Technical enablement for Governing Documents Committee

Ross discussed options for documents and suggestions to be compiled and worked on as well as shared by the Governing Document Committee.

6.6.2 Additions and updates to website

Ross reported on updates to the website.

6.7 Project Review Committee Report – GD/Robert B.

Gerald reported that there was a Project Review Committee meeting on March 17 attended by himself, Robert B., Paul, and Alyssa. Discussion included the need for landowners to mark the boundary line closest to their project so that the member of the committee would be able to confirm and measure the setback distance to the proposed building. Also discussed was the possible use of a shelter on Lot 39-E SG as a dwelling, and how the basic project review application form is handled by Minnick.

6.7.1 Proposed revision to application instructions – GD

Gerald discussed the need for landowners to accurately identify and mark the closest boundary line to their project so that the Project Review Committee can determine setbacks when doing a site inspection of a proposed project. The board reviewed the proposed additional wording to the "Project Review Overview and Instructions" document. **Motion:** Sheridan motioned and Robert B. seconded to approve the Project Review Overview and Instructions document with the additional wording. **Motion carried unanimously.**

7. UNFINISHED BUSINESS

7.1 Review of Delinquent Accounts and Status of Collections – JM

Janice presented a draft collection letter to be sent out to accounts that have become delinquent and have not responded to previous collection efforts. The board discussed the assessment policy, and procedures when accounts become past due. Janice and Alyssa would continue refining the letter and present this to the board before mailing out.

7.2 GLA Records: Organization Status & Guidelines for Document Retention – Ross

Alyssa reported that there are 17 boxes of GLA documents which have been sorted and are now ready for storage. Ross reported on the requirements for storing documents based on state law and the Montana non-profit association.

8. **NEW BUSINESS**
   - **8.1 Meeting Norms – SM**
     Tabled.
   - **8.2 Review of Conflict of Interest and Code of Ethics policies – Ross**
     Ross gave an update regarding his research on conflict of interest standards and code of ethics policies as well as the potential updating of the GLA's current policies.
   - **8.3 Letter from Attorney Voyich – AA**
     The board received a letter from the Anderson & Voyich law firm regarding a potential conflict of interest with Donna Lash-Andersen. Since Donna was no longer a board member the board agreed that there was no need to reply at this time.
   - **8.4 Letter for Lot 24 (SG) McGee property cleanup – AA**
     Alyssa pointed out that the McGees have made efforts to clean up their property and Jerry Ladewig recommended the board acknowledge their efforts with a letter.
   - **8.5 April Mailing – review components and newsletter content – AA**
     Alyssa reported that she has prepared a draft newsletter and will e-mail this to the board for review. The board discussed the content.
   - **8.6 Review proposed e-mail opt-in/consent form – AA**
     Alyssa presented the e-mail opt in form to the board. **Motion**: Sheridan motioned and Paul seconded to have attorney Alana Griffith review the e-mail opt-in form prior to it being sent out. **Motion carried unanimously.** The board discussed the categories and content of the form.
   - **8.7 Lot 25-1 (NG) – Goulart Vastu Temple Project Review – GD/Robert B.**
     Gerald presented the Goulart Vastu Temple project application and noted that it met the setback requirements. **Motion:** Gerald motioned and Robert W. seconded to approve the Goulart Vastu Temple application, with the clarification that the approval is only for this one structure, disturbed land be re-seeded and any necessary permits be obtained. **Motion carried.** Abstentions: Janice & Paul.

9. **Determine Upcoming Committee Meeting Dates**
   A Road Committee Meeting was scheduled for May 22nd at 7 p.m.
   A Communications Committee was meeting scheduled for April 16th at 8 a.m.
   A Project Review Committee meeting was scheduled for every other Monday with the exception of board meeting dates beginning April 21st at 8 p.m.

10. **Comment Period for Visiting Landowners**
    Chris and Ia Williams commented on how the board interacted with Donna and her resignation.

11. **Closed Session**
    - **11.1 Discussion of lawsuits – AA/Board**
      Tabled.

12. **Meeting Adjourned at 11:48 p.m.**

13. **Next Board Meeting: May 12, 2014 at St. John's Church**

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

April 14, 2014 – 7:45 pm

1. **Commence Special Meeting to fill SG director position vacated by Rich Spallone**
2. **Commence Regular Monthly Board Meeting**
3. **Set Agenda**
4. **Approve Meeting Minutes** – March 10, 2014 and March 18, 2014
5. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
6. **Officer and Committee Reports**
   - 6.1 President's Report – AA (5 min)
     - 6.1.1 Overview of month's activities and tasks handled
     - 6.1.1 Vacancy for NG board position due to Donna's April 10 resignation
     - 6.1.2 Office of Secretary position
   - 6.2 Treasurer's Reports: Budget Variance, Check & Deposit – JM (2 min)
   - 6.3 Governing Document Committee Report – Chad Stone (3 min)
     - 6.3.1 Guidelines for amendment process – Ross (2 min)
     - 6.3.2 Restructuring of committee and board involvement – AA/ Ross (2 min)
   - 6.4 Road and Weed Mgmt Committee Report – RW/RS (5 min)
   - 6.5 Communication Committee Report
     - 6.5.1 VoiceNation setup re: recipients of messages – AA (1 min)
     - 6.5.2 e-mail groups for committees – Ross (3 min)
   - 6.6 Website Committee Report – Ross (5 min)
     - 6.6.1 Technical enablement for Governing Documents Committee
     - 6.6.2 Additions and updates to website
   - 6.7 Project Review Committee Report – GD/Robert B. (2 min)
     - 6.7.1 Proposed revision to application instructions – GD (2 min)
7. **UNFINISHED BUSINESS**
   - 7.1 Review of Delinquent Accounts and Status of Collections – JM (5 min)
   - 7.2 GLA Records: Organization Status & Guidelines for Document Retention – Ross (3 min)
8. **NEW BUSINESS**
   - 8.1 Meeting Norms – SM (2 min)
   - 8.2 Review of Conflict of Interest and Code of Ethics policies – Ross (3 min)
   - 8.3 Letter from Attorney Voyich – AA (1 min)
   - 8.4 Letter for Lot 24 (SG) McGee property cleanup – AA (1 min)
   - 8.5 April Mailing – review components and newsletter content – AA (2 min)
   - 8.6 Review proposed e-mail opt-in/consent form – AA (2 min)
   - 8.7 Lot 25-1 (NG) – Goulart Vatsu Temple Project Review – GD/Robert B. (2 min)
9. **Determine Upcoming Committee Meeting Dates**
10. **Comment Period for Visiting Landowners**
11. **Closed Session**
    - 11.1 Discussion of lawsuits – AA/Board
12. **Adjournment**
13. **Next Board Meeting: May 12th, 2014 at St. John's Church**

Glastonbury Landowners Association
Balance Sheet
As of April 30, 2014

	Apr 30, 14
ASSETS	
Current Assets	
Checking/Savings	
001 · Big Sky Western Operating Acct	68,479.94
002 · Bank of the Rockies Checking	16,164.82
003 · Savings Account	
010 · Construction Bond Reserve Cash	11,027.00
011 · Emergency Loan Reserve	7,500.00
012 · Gen Op Reserve Cash	7,285.00
013 · NG Chip Seal Reserve Cash	5,850.92
014 · NG/SG Road Reserve Cash	32,270.35
003 · Savings Account - Other	29,455.75
Total 003 · Savings Account	93,389.02
Total Checking/Savings	178,033.78
Accounts Receivable	
Accounts Receivable	255,709.28
Total Accounts Receivable	255,709.28
Other Current Assets	
Petty Cash	73.19
Total Other Current Assets	73.19
Total Current Assets	433,816.25
TOTAL ASSETS	**433,816.25**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	11,027.00
Payroll Liabilities	224.57
Total Other Current Liabilities	11,251.57
Total Current Liabilities	11,251.57
Long Term Liabilities	
Bank of the Rockies Loan	67,421.74
Total Long Term Liabilities	67,421.74
Total Liabilities	78,673.31
Equity	
Emergency Loan Fund	7,500.00
General Operations Fund	7,285.00
NG Chip Seal Fund	5,850.92
NG/SG Road Fund	32,270.00
Opening Balance Equity	21,393.56
Operating Fund Balance	161,356.12
Net Income	119,487.34
Total Equity	355,142.94
TOTAL LIABILITIES & EQUITY	**433,816.25**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through April 2014

	Jan - Apr ...	Budget	$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
111 · Land Assessments 2014	75,683.75	63,000.00	12,683.75	120.1%
121 · Dwelling Assessments 2014	51,369.97	44,000.00	7,369.97	116.7%
150 · Golden Age Village Income	4,679.50	9,359.00	-4,679.50	50.0%
170 · Finance Ch Income- Past Due Ass	5,222.69			
171 · 5% Penalty Income	9,087.25			
175 · Subdivision Waiver Asmnts	126.36			
190 · Discounts Given	-95.50			
Total 100 · Parcel Assessment Fees	147,074.02	116,359.00	30,715.02	126.4%
200 · Project Impact Fees				
201 · Application Fees	10.00			
Total 200 · Project Impact Fees	10.00			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	200.00			
Total 400 · Other Gen Fund Income	200.00			
Total Income	147,284.02	116,359.00	30,925.02	126.6%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	3,127.50	4,000.00	-872.50	78.2%
1011 · Equipment Rental	950.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70	78.5%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	340.00			
Total 1015 · Payroll Costs	3,999.82	4,800.00	-800.18	83.3%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00	64.6%
1024 · Truck #2 (93 DODGE) Maintenance	1,212.35	3,000.00	-1,787.65	40.4%
1025 · Fuel	1,118.74	2,000.00	-881.26	55.9%
1026 · Wages Truck Maintenance	615.00			
Total 1020 · Equipment Costs	3,644.09	6,080.00	-2,435.91	59.9%
Total 1000 · Snow Removal	11,758.91	15,380.00	-3,621.09	76.5%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00	0.0%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00	0.0%
1045 · Signs, Posts & Snowfence	437.40			
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	269.50			
1030 · Roads & Weeds - Other	267.90	0.00	267.90	100.0%
Total 1030 · Roads & Weeds	974.80	41,600.00	-40,625.20	2.3%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	72.61	500.00	-427.39	14.5%
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	-250.00	0.0%
Total 1200 · Parkland/Recreation Center	72.61	900.00	-827.39	8.1%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.3%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.3%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through April 2014

	Jan - Apr ...	Budget	$ Over B...	% of Bud...
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	-725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	-725.00	0.0%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	-605.00	61.5%
2011 · Bank Charges	2.00			
2012 · Credit Card Fees	24.28			
2013 · Collection Costs	574.48			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	892.50	1,000.00	-107.50	89.3%
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00	0.0%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	7,543.00	22,629.00	-15,086.00	33.3%
2025 · Miscellaneous	229.99	500.00	-270.01	46.0%
2030 · Newsletter Costs	107.00	0.00	107.00	100.0%
2050 · Office Supplies	215.05	1,400.00	-1,184.95	15.4%
2051 · Procedures & Documents	652.52			
2052 · Postage & Shipping	538.71	1,200.00	-661.29	44.9%
2055 · Printing & Copies	608.58	850.00	-241.42	71.6%
2060 · Rent - Facilities	560.00	630.00	-70.00	88.9%
2062 · Rent - PO Box & Safe Dep Box	75.00	60.00	15.00	125.0%
2065 · Software - SharePoint	17.90	20.00	-2.10	89.5%
2066 · Software - Dropbox	39.96			
2070 · Taxes - Property	0.00	325.00	-325.00	0.0%
2080 · Telephone & Messaging	44.85	180.00	-135.15	24.9%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	-450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	-84.39	39.7%
Total 2090 · Website Costs	55.61	590.00	-534.39	9.4%
Total 2000 · Overhead/Admin Costs	13,436.43	34,025.00	-20,588.57	39.5%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	450.00	-450.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00	0.0%
Total Expense	26,417.75	107,305.00	-80,887.25	24.6%
Net Ordinary Income	120,866.27	9,054.00	111,812.27	1,334.9%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	27.59	80.00	-52.41	34.5%
Total Other Income	27.59	80.00	-52.41	34.5%
Other Expense				
6000 · Interest Expense	1,406.52	6,128.00	-4,721.48	23.0%
Total Other Expense	1,406.52	6,128.00	-4,721.48	23.0%
Net Other Income	-1,378.93	-6,048.00	4,669.07	22.8%
Net Income	**119,487.34**	**3,006.00**	**116,481.34**	**3,975.0%**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through April 2014

	Jan - Apr 14	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
109 · Land Assessments 2012	304.46			
110 · Land Assessments 2013	1,945.39			
111 · Land Assessments 2014	48,197.06	63,000.00	-14,802.94	76.5%
119 · Dwelling Assessments 2012	113.43			
120 · Dwelling Assessments 2013	1,755.70			
121 · Dwelling Assessments 2014	31,534.47	44,000.00	-12,465.53	71.67%
150 · Golden Age Village Income	2,339.75	9,359.00	-7,019.25	25.0%
170 · Finance Ch Income- Past Due Ass	1,024.12			
171 · 5% Penalty Income	126.94			
190 · Discounts Given	-95.50			
Total 100 · Parcel Assessment Fees	87,245.82	116,359.00	-29,113.18	74.98%
200 · Project Impact Fees				
201 · Application Fees	10.00			
Total 200 · Project Impact Fees	10.00			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	50.00			
Total 400 · Other Gen Fund Income	50.00			
Total Income	87,305.82	116,359.00	-29,053.18	75.03%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	3,127.50	4,000.00	-872.50	78.19%
1011 · Equipment Rental	950.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70	78.47%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	340.00			
Total 1015 · Payroll Costs	3,999.82	4,800.00	-800.18	83.33%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00	64.63%
1024 · Truck #2 (93 DODGE) Maintenance	1,212.35	3,000.00	-1,787.65	40.41%
1025 · Fuel	1,118.74	2,000.00	-881.26	55.94%
1026 · Wages Truck Maintenance	615.00			
Total 1020 · Equipment Costs	3,644.09	6,080.00	-2,435.91	59.94%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through April 2014

	Jan - Apr 14	Budget	$ Over Budget	% of Budget
Total 1000 · Snow Removal	11,758.91	15,380.00	-3,621.09	76.46%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	0.00	15,500.00	-15,500.00	0.0%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00	0.0%
1045 · Signs, Posts & Snowfence	437.40			
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	269.50			
1030 · Roads & Weeds - Other	267.90	0.00	267.90	100.0%
Total 1030 · Roads & Weeds	974.80	41,600.00	-40,625.20	2.34%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	72.61	500.00	-427.39	14.52%
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	-250.00	0.0%
Total 1200 · Parkland/Recreation Center	72.61	900.00	-827.39	8.07%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.32%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.32%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	-725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	-725.00	0.0%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	-605.00	61.49%
2011 · Bank Charges	2.00			
2012 · Credit Card Fees	24.28			
2013 · Collection Costs	574.48			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	892.50	1,000.00	-107.50	89.25%
2018 · Licenses & Annual Reporting	0.00	70.00	-70.00	0.0%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	7,543.00	22,629.00	-15,086.00	33.33%
2025 · Miscellaneous	229.99	500.00	-270.01	46.0%
2030 · Newsletter Costs	107.00	0.00	107.00	100.0%
2050 · Office Supplies	215.05	1,400.00	-1,184.95	15.36%
2051 · Procedures & Documents	652.52			
2052 · Postage & Shipping	538.71	1,200.00	-661.29	44.89%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through April 2014

	Jan - Apr 14	Budget	$ Over Budget	% of Budget
2055 · Printing & Copies	608.58	850.00	-241.42	71.6%
2060 · Rent - Facilities	560.00	630.00	-70.00	88.89%
2062 · Rent - PO Box & Safe Dep Box	75.00	60.00	15.00	125.0%
2065 · Software - SharePoint	17.90	20.00	-2.10	89.5%
2066 · Software - Dropbox	39.96			
2070 · Taxes - Property	0.00	325.00	-325.00	0.0%
2080 · Telephone & Messaging	44.85	180.00	-135.15	24.92%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	-450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	-84.39	39.72%
Total 2090 · Website Costs	55.61	590.00	-534.39	9.43%
Total 2000 · Overhead/Admin Costs	13,436.43	34,025.00	-20,588.57	39.49%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	450.00	-450.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00	0.0%
Total Expense	26,417.75	107,305.00	-80,887.25	24.62%
Net Ordinary Income	60,888.07	9,054.00	51,834.07	672.5%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	27.59	80.00	-52.41	34.49%
Total Other Income	27.59	80.00	-52.41	34.49%
Other Expense				
6000 · Interest Expense	1,406.52	6,128.00	-4,721.48	22.95%
Total Other Expense	1,406.52	6,128.00	-4,721.48	22.95%
Net Other Income	-1,378.93	-6,048.00	4,669.07	22.8%
	59,509.14	**3,006.00**	**56,503.14**	**1,979.68%**

Glastonbury Landowners Association
Profit & Loss
April 2014

	Apr 14
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
109 · Land Assessments 2012	27.66
110 · Land Assessments 2013	65.33
111 · Land Assessments 2014	2,514.99
119 · Dwelling Assessments 2012	27.66
120 · Dwelling Assessments 2013	65.33
121 · Dwelling Assessments 2014	2,180.73
170 · Finance Ch Income- Past Due Ass	86.56
190 · Discounts Given	-47.75
Total 100 · Parcel Assessment Fees	4,920.51
200 · Project Impact Fees	
201 · Application Fees	10.00
Total 200 · Project Impact Fees	10.00
Total Income	4,930.51
Expense	
1000 · Snow Removal	
1010 · Contracted Snow Removal	1,750.00
Total 1000 · Snow Removal	1,750.00
1030 · Roads & Weeds	
1050 · Other Road Costs	120.00
1030 · Roads & Weeds - Other	267.90
Total 1030 · Roads & Weeds	387.90
2000 · Overhead/Admin Costs	
2013 · Collection Costs	127.81
2017 · Legal Fees-General Advice	770.00
2020 · Management Expense	1,885.75
2030 · Newsletter Costs	34.00
2050 · Office Supplies	34.99
2051 · Procedures & Documents	652.52
2052 · Postage & Shipping	244.51
2055 · Printing & Copies	401.40
2062 · Rent - PO Box & Safe Dep Box	15.00
2066 · Software - Dropbox	19.98
Total 2000 · Overhead/Admin Costs	4,185.96
Total Expense	6,323.86
Net Ordinary Income	-1,393.35
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	6.90
Total Other Income	6.90
Net Other Income	6.90
Net Income	**-1,386.45**

April 2014

Amendment Procedure for GLA Governing Documents
Per Attorney Alanah Griffith

Notes:

1) Procedures are described in two scenarios: Governing Document Committee is Board-appointed vs. not Board-appointed.

2) References to "Covenants" apply to all governing documents.

Overall thoughts:

I have worked with a number of Associations on amendments. Some of those amendments were just to one or two sections of the covenants. Some were complete overhauls. It is first important for any committee to get a feel for a few things:

1. What do people within the community feel the need for with regards to their covenants? For example, are they on the whole okay with them and feel just one or two sections need some work, or do they need a complete overhaul?

2. What does the Board/Attorney believe are the issues? The Board and Attorney work with the covenants day in and day out. During our years of working on the covenants, we have created lists of issues we would address if we could amend. The committee should take these as suggestions and review those thoughts.

Once the committee gets a feel for what the community will support, then their job really begins. If it is a major overhaul, they may want to pull a few sets of newer covenants for rural areas, they might just tackle a few sections, or who knows.

Once the committee has a draft, it is time to have some informational meetings. One should be with the Board to go over the amendments. Keep in mind, in order for the amendments to be voted upon by ballot, either the Board must place it on the ballot (i.e. it must have Board approval) or 5% of the membership must sign a ballot to get the amendments on the ballot. Basically, you keep up these meetings and keep amending until you think you have a document that will receive enough votes to pass. Then you put it to special vote.

I have seen complete overhauls take two years to complete. Some are shorter, but usually it is a massive work in progress. It takes a committed committee to see the entire thing through.

Procedures:

Board Appointed:

The Board would appoint a committee, who in turn could work with whomever they wished. The committee would meet and go over what I described above.

The committee would work with the Board and would be answerable to the Board. Once done, the committee would approach the Board for approval of the amendments and to place it on the ballot. The assumption is that if the committee had been working closely with the Board, then approval would not be hard to get since the Board was part of the process.

Amendments would be sent out for vote. The ballot would look much like the one we just sent. The only exception is that with a complete overhaul, you would send out the old covenants along with the new for comparison. Usually, instead of voting on each little amendment, it is an all or nothing deal. You either vote to amend the document with all of the suggested changes, or vote no to all amendments. Also, many times the Board sends out a letter with the ballot stating what was done to reach this proposed amendment, explaining the amendment and supporting the amendment.

Non-Board Appointed:

Any group or individual can attempt to amend the covenants outside of the Board. They would not be answerable to the Board, and can choose to work with the Board or not. However, if they do not work with the Board, then it is unlikely that they will receive Board approval. Therefore, in order to place their amendments on the ballot (i.e. special meeting) they will have to obtain the signatures of 5% of the membership. Also, the Board is not obligated to send out a letter explaining the amendments or that they support the amendments. Furthermore, the Board is only obligated to call a special meeting. It is the Board's decision to allow a written ballot or not. The Board can simply call a special meeting and make the vote take place at the special meeting. However, that would not be very politic [sensible or judicious]. I suggest that if the membership wants the vote, treat it like any other vote.

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

May 12, 2014

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1. **Commence Special Meeting to fill NG director position vacated by Donna Lash-Andersen**
   The meeting was called to order by Alyssa Allen at 7:00 p.m. at St. John's Church and Charlene Murphy gave the opening prayer.

   PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Sheridan Stenberg (Secretary), Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Scott McBride, Gerald Dubiel, Laura Boise, Daniel Kehoe, and Charlotte Mizzi.
   ALSO ATTENDING: Nathan and Ryan (Minnick Management, Inc.)
   Landowners: Jeff & Jerry Ladewig, Timothy & Charlene Murphy, Chad Stone, Ronald Wartman, Ia Williams, Debbie Blais, Kevin Newby, Aza Ziegler, and Daniel & Val O'Connell.

   Alyssa reported that the board was properly noticed of the Special Meeting of the Board to fill the vacancy for North Glastonbury. Charlotte Mizzi had come forward and expressed her interest, in addition to submitting her resume to the board. Valery O'Connell who was present at the meeting then expressed her interest and it was noted that Pouwel Gelderloos, who was not present, was also interested. The board listened to presentations from Charlotte, Valery and landowners on behalf of Pouwel. The board then took a written ballot with the results being 10 for Charlotte and 1 for Pouwel. Alyssa announced that Charlotte was elected by the board, and at that point Charlotte joined the board.

2. **Commence Regular Monthly Board Meeting**

3. **Ground Rules for Board Meetings** – AA
   Alyssa discussed the importance of keeping board meetings as productive and on-track as possible in order to keep meetings from going too late. She presented ideas such as handling grievances by scheduling an additional meeting to take place either in person at the Wunch's, or by conference phone, sticking to a 2-hour time frame from when the meeting begins, minimizing interruptions, asking landowners to inform the board at the beginning of the meeting if they needed to speak on a particular agenda item, others to minimize interruptions, handling items on a committee level prior to the board meeting, board members to review items distributed prior to meetings, and streamlined financial reports.

4. **Set Agenda** – 2 additional items were added

5. **Approve Meeting Minutes – April 14, 2014**
   Motion: Sheridan motioned and Janice seconded to approve the April 14, 2014 meeting minutes. **Motion carried.** Abstentions: Charlotte and Laura who were not present April 14.

6. **Visiting Landowner Input Period**
   No input given.

7. **Officer and Committee Reports**
   7.1 President's Report – AA
   7.1.1 Overview of month's activities and tasks handled
   Alyssa noted there is ongoing research into replacing the board's D&O insurance that is being dropped by the provider due to claims activities from lawsuits. Sheridan was appointed to co-chair the Road Committee in an e-mail vote of the board with 10 in favor and 1 non-response.

7.2 Treasurer's Reports:

7.2.1 Budget Variance, Check & Deposit – JM

Janice presented the April 2014 Treasurer reports. **Motion**: Sheridan motioned and Ross seconded to approve the Treasurer reports. **Motion carried unanimously**.

7.2.2 Collection of Delinquent Accounts – JM

Janice reported that the collection letter had been sent out to 27 past due accounts. Alyssa noted that 25% of the past due accounts owe approximately 75% of the past due amounts and gave updates on the collection process with information received from attorney Alana Griffith.

7.2.3 Payment Proposal Plan – JM (added agenda item)

Janice presented a payment plan from Patricia Jones of the Lifesavers Shelter, Lot 28-E (NG), in which they would bring this year's dues current and pay $150/quarter to pay off the balance within 5 years. **Motion**: Janice motioned and Paul seconded to accept the proposed payment plan for the Lifesavers Shelter. **Motion carried unanimously**.

7.3 Road and Weed Mgmt Committee Report – RW/SS

Robert W. reported that there had been a Road Committee meeting on Tuesday, April 22 attended by Sheridan, Paul, Gerald, and Robert W. They discussed the long-term maintenance plan for roads, bids for crack sealing, spring grading, planning for dealing with traffic, and decisions were finalized about speed signs. A letter was written to the Story ranch regarding use of the GLA's roads to access their property. Robert also reported that he and Sheridan met with the grader operator for Adkins Construction to plan spring grading and the equal distribution of gravel in both North and South. He also reported on sinkholes on Hercules that had to be mitigated. **Motion**: Robert W. motioned and Ross seconded to appoint Janice McCann to the Road Committee. **Motion carried unanimously**.

7.4 Communication Committee Report – AA/Robert B.

7.4.1 Letter to Story Ranch

Alyssa noted that a letter had gone out to the Story Ranch about unauthorized use of the GLA's roads.

7.4.2 Brettschneider Correspondence Regarding Noxious Weeds

Alyssa noted that a complaint was received and responded to regarding noxious weeds from John Brettschneider. Alyssa noted that the GLA does not enforce weed control on landowner's property as this is under the jurisdiction of the County.

7.5 Website Committee Report – Ross

Ross reported on research into setting up the e-mail communication program, updates to the website, and establishing an area to handle input on Governing Documents.

7.6 Project Review Committee Report – GD/Robert B.

7.6.1 Process for handling Project Review Approvals – AA

Item tabled.

7.7 Governing Document Committee Report – Chad Stone

Chad reported that the committee has had a second meeting on May 1st and that the next

meeting is scheduled for May 15 at Spectec. The committee is currently working on developing a survey.

7.7.1 Budgeting Funds for Surveys – DK
The board discussed the potential use of survey software to help gain feedback and information from the landowners. **Motion**: Daniel motioned and Robert B. seconded for the GLA to purchase a subscription to Survey Monkey at the cost of $229/year for the use of the GLA. **Motioned carries unanimously**.

8. UNFINISHED BUSINESS

8.1 Implementation of Bylaw Amendments (Added agenda item)
Item tabled.

9. NEW BUSINESS

9.1 Lot 41-B (SG) – Complaint – AA
Alyssa presented a complaint about commercial activity and an eyesore on lot 41-B (SG) related to lumber and timber recycling. She noted that the owner, Aza Ziegler, is willing to install a fence around the lumber, and some will be used on the proposed building, and some will be located within the completed building. The board discussed the issue and recommended that Aza continue to work with the neighbors to mitigate the eyesore.

9.2 Lot 41-B (SG) – Ziegler Garage/Shed/Variance Project Review – GD/Robert B.
Alyssa presented the Ziegler garage/shed/variance project review with the variance portion involving a setback being reduced by 8.5 feet. Aza said that he had started the project without knowledge of the setback, thinking it was 25 feet instead of 50 feet. Alyssa noted the adjoining landowner responded in writing that they did not object to the encroachment. In addition, Aza noted he did not understand that an outbuilding needed to go through project review. The board discussed the facts of the project and the criteria for granting a variance. **Motion**: Scott motioned and Laura seconded to table the project review until further review and attorney advisement. **Motion carried unanimously**.

9.3 Lot 14-A (NG) – NGTC Greenhouse Project Review – GD/Robert B.
Gerald presented a greenhouse project from the North Glastonbury Teaching Center. He noted it meets the required setbacks and there are no variances. **Motion**: Sheridan moved and Robert W. seconded to approve the greenhouse project with the condition that disturbed land be reseeded. **Motion carried**. Abstentions: Charlotte, Paul and Laura.

9.4 Meeting Norms – SM
Item tabled.

10. Determine Upcoming Committee Meeting Dates
None noted.

11. Comment Period for Visiting Landowners
No input given.

12. Closed Session
12.1 Discussion of lawsuits – AA/Board

13. Meeting adjourned at 9:49 p.m.

14. Next Board Meeting: June 9th, 2014 at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

May 12, 2014 – 7:00 pm

1. **Commence Special Meeting to fill NG director position vacated by Donna Lash-Andersen**

2. **Commence Regular Monthly Board Meeting**

3. **Ground Rules for Board Meetings** – AA (3 min)

4. **Set Agenda**

5. **Approve Meeting Minutes** – April 14, 2014

6. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

7. **Officer and Committee Reports**
   - 7.1 President's Report – AA (3 min)
     - 7.1.1 Overview of month's activities and tasks handled
   - 7.2 Treasurer's Reports:
     - 7.2.1 Budget Variance, Check & Deposit – JM (1 min)
     - 7.2.2 Collection of Delinquent Accounts – JM (2 min)
   - 7.3 Road and Weed Mgmt Committee Report – RW/SS (5 min)
   - 7.4 Communication Committee Report – AA/Robert B. (2 min)
     - 7.4.1 Letter to Story Ranch
     - 7.4.2 Brettschneider Correspondence Regarding Noxious Weeds
   - 7.5 Website Committee Report – Ross (5 min)
   - 7.6 Project Review Committee Report – GD/Robert B. (3 min)
     - 7.6.1 Process for handling Project Review Approvals – AA (2 min)
   - 7.7 Governing Document Committee Report – Chad Stone (2 min)
     - 7.7.1 Budgeting Funds for Surveys – DK (2 min)

8. **UNFINISHED BUSINESS**

9. **NEW BUSINESS**
   - 9.1 Lot 41-B (SG) – Complaint (5 min) – AA (5 min)
   - 9.2 Lot 41-B (SG) – Ziegler Garage/Shed/Variance Project Review – GD/Robert B. (3 min)
   - 9.3 Lot 14-A (NG) – NGTC Greenhouse Project Review – GD/Robert B. (2 min)
   - 9.4 Meeting Norms – SM (5 min)

10. **Determine Upcoming Committee Meeting Dates**

11. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

12. **Closed Session**
    - 12.1 Discussion of lawsuits – AA/Board

13. **Adjournment**

14. **Next Board Meeting: June 9th, 2014 at St. John's Church**

Glastonbury Landowners Association
Balance Sheet
As of May 31, 2014

	May 31, 14
ASSETS	
Current Assets	
Checking/Savings	
001 · Big Sky Western Operating Acct	76,293.70
002 · Bank of the Rockies Checking	8,730.42
003 · Savings Account	
010 · Construction Bond Reserve Cash	11,207.00
011 · Emergency Loan Reserve	7,500.00
012 · Gen Op Reserve Cash	6,632.48
013 · NG Chip Seal Reserve Cash	5,850.92
014 · NG/SG Road Reserve Cash	29,700.35
003 · Savings Account - Other	29,462.66
Total 003 · Savings Account	90,353.41
Total Checking/Savings	175,377.53
Accounts Receivable	
Accounts Receivable	249,796.36
Total Accounts Receivable	249,796.36
Other Current Assets	
Petty Cash	73.19
Total Other Current Assets	73.19
Total Current Assets	425,247.08
TOTAL ASSETS	**425,247.08**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	267.90
Total Accounts Payable	267.90
Other Current Liabilities	
Construction Bonds Held by GLA	11,207.00
Payroll Liabilities	224.57
Total Other Current Liabilities	11,431.57
Total Current Liabilities	11,699.47
Long Term Liabilities	
Bank of the Rockies Loan	61,283.31
Total Long Term Liabilities	61,283.31
Total Liabilities	72,982.78
Equity	
Emergency Loan Fund	7,500.00
General Operations Fund	6,632.48
NG Chip Seal Fund	5,850.92
NG/SG Road Fund	29,700.00
Opening Balance Equity	21,393.56
Operating Fund Balance	161,356.12
Net Income	119,831.22
Total Equity	352,264.30
TOTAL LIABILITIES & EQUITY	**425,247.08**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through May 2014

	Jan - May...	Budget	$ Over B...	% of Bud...
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
111 · Land Assessments 2014	75,683.75	63,000.00	12,683.75	120.1%
121 · Dwelling Assessments 2014	51,369.97	44,000.00	7,369.97	116.7%
150 · Golden Age Village Income	4,679.50	9,359.00	-4,679.50	50.0%
170 · Finance Ch Income- Past Due Ass	11,147.03			
171 · 5% Penalty Income	9,087.25			
175 · Subdivision Waiver Asmnts	126.36			
190 · Discounts Given	-95.50			
Total 100 · Parcel Assessment Fees	151,998.36	116,359.00	35,639.36	130.6%
200 · Project Impact Fees				
201 · Application Fees	60.00			
210 · Structure Impact Fees	180.00			
Total 200 · Project Impact Fees	240.00			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	200.00			
Total 400 · Other Gen Fund Income	200.00			
Total Income	152,438.36	116,359.00	36,079.36	131.0%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	3,127.50	4,000.00	-872.50	78.2%
1011 · Equipment Rental	950.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70	78.5%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	340.00			
Total 1015 · Payroll Costs	3,999.82	4,800.00	-800.18	83.3%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00	64.6%
1024 · Truck #2 (93 DODGE) Maintenance	1,676.35	3,000.00	-1,323.65	55.9%
1025 · Fuel	1,118.74	2,000.00	-881.26	55.9%
1026 · Wages Truck Maintenance	615.00			
Total 1020 · Equipment Costs	4,108.09	6,080.00	-1,971.91	67.6%
Total 1000 · Snow Removal	12,222.91	15,380.00	-3,157.09	79.5%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	241.11	15,500.00	-15,258.89	1.6%
1036 · Contract BiAnnual Grade/Gvl-SG	1,316.39	15,500.00	-14,183.61	8.5%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00	0.0%
1045 · Signs, Posts & Snowfence	437.40			
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	269.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%
Total 1030 · Roads & Weeds	2,264.40	41,600.00	-39,335.60	5.4%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	96.73	500.00	-403.27	19.3%
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	-250.00	0.0%
Total 1200 · Parkland/Recreation Center	96.73	900.00	-803.27	10.7%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through May 2014

	Jan - May...	Budget	$ Over B...	% of Bud...
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.3%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.3%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	-725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	-725.00	0.0%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	-605.00	61.5%
2011 · Bank Charges	2.00			
2012 · Credit Card Fees	24.28			
2013 · Collection Costs	595.67			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	980.00	1,000.00	-20.00	98.0%
2018 · Licenses & Annual Reporting	65.00	70.00	-5.00	92.9%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	9,428.75	22,629.00	-13,200.25	41.7%
2025 · Miscellaneous	229.99	500.00	-270.01	46.0%
2030 · Newsletter Costs	107.00	0.00	107.00	100.0%
2050 · Office Supplies	215.05	1,400.00	-1,184.95	15.4%
2051 · Procedures & Documents	0.00			
2052 · Postage & Shipping	759.01	1,200.00	-440.99	63.3%
2055 · Printing & Copies	725.04	850.00	-124.96	85.3%
2060 · Rent - Facilities	560.00	630.00	-70.00	88.9%
2062 · Rent - PO Box & Safe Dep Box	75.00	60.00	15.00	125.0%
2065 · Software - SharePoint	17.90	20.00	-2.10	89.5%
2066 · Software - Dropbox	49.95			
2070 · Taxes - Property	0.00	325.00	-325.00	0.0%
2080 · Telephone & Messaging	79.75	180.00	-100.25	44.3%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	-450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	-84.39	39.7%
Total 2090 · Website Costs	55.61	590.00	-534.39	9.4%
Total 2000 · Overhead/Admin Costs	15,225.00	34,025.00	-18,800.00	44.7%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	450.00	-450.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00	0.0%
Total Expense	29,984.04	107,305.00	-77,320.96	27.9%
Net Ordinary Income	122,454.32	9,054.00	113,400.32	1,352.5%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	34.50	80.00	-45.50	43.1%
Total Other Income	34.50	80.00	-45.50	43.1%
Other Expense				
6000 · Interest Expense	2,657.60	6,128.00	-3,470.40	43.4%
Total Other Expense	2,657.60	6,128.00	-3,470.40	43.4%
Net Other Income	-2,623.10	-6,048.00	3,424.90	43.4%
Net Income	**119,831.22**	**3,006.00**	**116,825.22**	**3,986.4%**

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through May 2014

	Jan - May 14	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
109 · Land Assessments 2012	644.47			
110 · Land Assessments 2013	2,604.34			
111 · Land Assessments 2014	51,906.49	63,000.00	-11,093.51	82.39%
119 · Dwelling Assessments 2012	202.79			
120 · Dwelling Assessments 2013	2,161.36			
121 · Dwelling Assessments 2014	33,926.75	44,000.00	-10,073.25	77.11%
150 · Golden Age Village Income	4,679.50	9,359.00	-4,679.50	50.0%
170 · Finance Ch Income- Past Due Ass	1,545.57			
171 · 5% Penalty Income	320.82			
190 · Discounts Given	-95.50			
Total 100 · Parcel Assessment Fees	97,896.59	116,359.00	-18,462.41	84.13%
200 · Project Impact Fees				
201 · Application Fees	51.80			
210 · Structure Impact Fees	134.10			
Total 200 · Project Impact Fees	185.90			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	100.00			
Total 400 · Other Gen Fund Income	100.00			
Total Income	98,182.49	116,359.00	-18,176.51	84.38%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	3,127.50	4,000.00	-872.50	78.19%
1011 · Equipment Rental	950.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70	78.47%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1015 · Payroll Costs - Other	340.00			
Total 1015 · Payroll Costs	3,999.82	4,800.00	-800.18	83.33%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00	64.63%
1024 · Truck #2 (93 DODGE) Maintenance	1,676.35	3,000.00	-1,323.65	55.88%
1025 · Fuel	1,118.74	2,000.00	-881.26	55.94%
1026 · Wages Truck Maintenance	615.00			
Total 1020 · Equipment Costs	4,108.09	6,080.00	-1,971.91	67.57%
Total 1000 · Snow Removal	12,222.91	15,380.00	-3,157.09	79.47%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG	0.00	15,500.00	-15,500.00	0.0%
1036 · Contract BiAnnual Grade/Gvl-SG	1,289.60	15,500.00	-14,210.40	8.32%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00	0.0%
1045 · Signs, Posts & Snowfence	437.40			
1046 · Insurance - Roads/Common Land	0.00	5,500.00	-5,500.00	0.0%
1050 · Other Road Costs	269.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%
Total 1030 · Roads & Weeds	1,996.50	41,600.00	-39,603.50	4.8%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	96.73	500.00	-403.27	19.35%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through May 2014

	Jan - May 14	Budget	$ Over Budget	% of Budget
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	-250.00	0.0%
Total 1200 · Parkland/Recreation Center	96.73	900.00	-803.27	10.75%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.32%
Total 1300 · Litigation	175.00	13,300.00	-13,125.00	1.32%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	-725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	-725.00	0.0%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	-605.00	61.49%
2011 · Bank Charges	2.00			
2012 · Credit Card Fees	24.28			
2013 · Collection Costs	595.67			
2016 · Insurance - Board Liability	0.00	3,000.00	-3,000.00	0.0%
2017 · Legal Fees-General Advice	980.00	1,000.00	-20.00	98.0%
2018 · Licenses & Annual Reporting	65.00	70.00	-5.00	92.86%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	9,428.75	22,629.00	-13,200.25	41.67%
2025 · Miscellaneous	229.99	500.00	-270.01	46.0%
2030 · Newsletter Costs	107.00	0.00	107.00	100.0%
2050 · Office Supplies	215.05	1,400.00	-1,184.95	15.36%
2051 · Procedures & Documents	0.00			
2052 · Postage & Shipping	759.01	1,200.00	-440.99	63.25%
2055 · Printing & Copies	725.04	850.00	-124.96	85.3%
2060 · Rent - Facilities	560.00	630.00	-70.00	88.89%
2062 · Rent - PO Box & Safe Dep Box	75.00	60.00	15.00	125.0%
2065 · Software - SharePoint	17.90	20.00	-2.10	89.5%
2066 · Software - Dropbox	49.95			
2070 · Taxes - Property	0.00	325.00	-325.00	0.0%
2080 · Telephone & Messaging	79.75	180.00	-100.25	44.31%
2090 · Website Costs				
2091 · Website Contractor Deviop&Maint	0.00	450.00	-450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	-84.39	39.72%
Total 2090 · Website Costs	55.61	590.00	-534.39	9.43%
Total 2000 · Overhead/Admin Costs	15,225.00	34,025.00	-18,800.00	44.75%
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	450.00	-450.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00	0.0%
Total Expense	29,716.14	107,305.00	-77,588.86	27.69%
Net Ordinary Income	68,466.35	9,054.00	59,412.35	756.2%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	34.50	80.00	-45.50	43.13%
Total Other Income	34.50	80.00	-45.50	43.13%
Other Expense				
6000 · Interest Expense	2,657.60	6,128.00	-3,470.40	43.37%
Total Other Expense	2,657.60	6,128.00	-3,470.40	43.37%
Net Other Income	-2,623.10	-6,048.00	3,424.90	43.37%
	65,843.25	**3,006.00**	**62,837.25**	**2,190.39%**

Glastonbury Landowners Association
Profit & Loss
May 2014

	May 14
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
109 · Land Assessments 2012	340.01
110 · Land Assessments 2013	658.95
111 · Land Assessments 2014	3,709.43
119 · Dwelling Assessments 2012	89.36
120 · Dwelling Assessments 2013	405.66
121 · Dwelling Assessments 2014	2,392.28
150 · Golden Age Village Income	2,339.75
170 · Finance Ch Income- Past Due Ass	521.45
171 · 5% Penalty Income	193.88
Total 100 · Parcel Assessment Fees	10,650.77
200 · Project Impact Fees	
201 · Application Fees	41.80
210 · Structure Impact Fees	134.10
Total 200 · Project Impact Fees	175.90
400 · Other Gen Fund Income	
401 · Lien Fees Paid	50.00
Total 400 · Other Gen Fund Income	50.00
Total Income	10,876.67
Expense	
1000 · Snow Removal	
1020 · Equipment Costs	
1024 · Truck #2 (93 DODGE) Maintenance	464.00
Total 1020 · Equipment Costs	464.00
Total 1000 · Snow Removal	464.00
1030 · Roads & Weeds	
1036 · Contract BiAnnual Grade/Gvl-SG	1,289.60
Total 1030 · Roads & Weeds	1,289.60
2000 · Overhead/Admin Costs	
2013 · Collection Costs	21.19
2017 · Legal Fees-General Advice	87.50
2018 · Licenses & Annual Reporting	65.00
2020 · Management Expense	1,885.75
2051 · Procedures & Documents	-652.52
2052 · Postage & Shipping	220.30
2055 · Printing & Copies	116.46
2066 · Software - Dropbox	9.99
2070 · Taxes - Property	24.12
2080 · Telephone & Messaging	34.90
Total 2000 · Overhead/Admin Costs	1,812.69
Total Expense	3,566.29
Net Ordinary Income	7,310.38
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	6.91
Total Other Income	6.91
Other Expense	
6000 · Interest Expense	1,251.08
Total Other Expense	1,251.08
Net Other Income	-1,244.17
	6,066.21

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

June 9, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Alyssa Allen at 7:05 p.m. at St. John's Church.

   PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Sheridan Stenberg (Secretary), Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Gerald Dubiel, Laura Boise, Daniel Kehoe, Charlotte Mizzi, and Scott McBride (attended by phone). **ALSO ATTENDING:** Ryan (Minnick Management, Inc.)
   Landowners: Tim Brockett, Jeff & Jerry Ladewig, Timothy & Charlene Murphy, Chad Stone, Ronald Wartman, Linda Ulrich, Debbie Blais, Kevin Newby, and Daniel & Val O'Connell.

2. **Set Agenda**

3. **Approve Meeting Minutes** – May 12, 2014
   Motion: Sheridan motioned and Ross Seconded to approve the May 12, 2014 minutes. **Motion carried unanimously.**

4. **Visiting Landowner Input Period**
   Ron Wartman inquired about a potential unapproved project on his neighbor's property, horse manure odor and dog barking annoyance.
   Kevin Newby inquired about a potential non-conforming septic system on a property.
   Daniel O'Connell expressed that meetings should be conducted in a safe environment.
   Val O'Connell commented on employee and independent contractor criteria.

5. **Officer and Committee Reports**
   5.1 President's Report – AA
   5.1.1 Review written board vote at May 12, 2014 Special Meeting
   Alyssa reported on the board vote at the May 12th board meeting for filling the vacant NG Board position. The vote by the board was done by written ballot for confidentiality. After clarification from legal counsel it was confirmed that this vote was conducted in a manner that is in compliance with the Bylaws.

   5.1.2 Appointment of Charlotte Mizzi as Secretary
   Charlotte Mizzi was appointed Secretary by the board via an e-mail vote with 11 in favor and 1 no response.

   5.1.3 Liability Insurance Update
   Alyssa and Ross reported on the fact that the only D&O liability insurance quote offered had an annual premium of $10,170, with a $50,000 deductible, and any action involving the O'Connells would not be covered. Ross read out loud a draft of a letter to the membership regarding the insurance cost situation and notice of a special meeting of the membership to explore future options for the association.

   5.2 Treasurer's Reports – JM
   5.2.1 Budget Variance, Check & Deposit
   Janice presented the May 2014 Treasurer reports. **Motion**: Sheridan motioned and Ross seconded to approve the Treasurer reports. **Motion carried unanimously.**

   5.2.2 Lots 106 A-1 & A-2 (SG) / Peterson Payment Proposal
   Janice reported on the Peterson payment proposal. The board reviewed and discussed the proposal. **Motion**: Janice motioned and Sheridan seconded to accept

a payment plan such that the past-due assessments will be paid off, and current assessments will be kept current; the interest on past-due assessments will be suspended as long as the terms of the payment plan are upheld within the established timeframe. **Motion carried unanimously.**

5.2.3 Update on Collection of Delinquent Accounts
Janice reported on the status of collections and progress.

5.2.4 Lot 39-E (SG) / Smith Payment Plan Proposal ***(Added to Agenda)***
Janice reported on a request for a payment plan by Dave Smith on Lot 39-E (SG). Discussion regarding the need for more information.

5.3 Governing Document Committee Report – Chad Stone
Chad reported on the status of the survey intended for the membership. Chad asked the board to provide input on the draft, in anticipation of the survey being mailed to the members with the already-scheduled mid-July assessment statements. Dan discussed the committee structure, and the idea of converting the committee to a board-appointed committee. Chad provided a list of proposed committee members. **Motion**: Dan motioned and Sheridan seconded to structure Governing Document Committee as a Board Advisory Committee with two board members to be on the committee. Chad Stone is to be appointed Chair, with Jerry Ladewig as Vice-Chair, other members to include: Dan Kehoe, Alyssa Allen, Dennis Kight, Charlene Murphy, Ia Williams, Linda Uhlrich, Pouwell Gelderloos, Claudette Dirkers, Regina Wunsch, Jim Emert, Kevin Newby, Debbie Blais, and Jose Gonzalez. **Motion carried unanimously.**

5.4 Road and Weed Mgmt Committee Report – RW/SS
Robert W. reported on the Road & Weed Management Committee meeting held on May 29, 2014 attended by Sheridan, Janice, Paul, Gerald, Walter Wunsch and himself. Discussion included long-term maintenance for asphalt roads, Spring grading, traffic from Story Road, and an update on the washout repair on Hercules which is now complete. Robert W. reported on bids obtained to complete crack sealing and the options to do this work. He also reported on a patch repair that is needed in North on Sirius. It was proposed that due to limitations in funds, it may be best to crack seal 1 mile each in North and South for a total cost of approximately $8,000 per year. The cost for patching the hole on Sirius would be approximately $3,700. **Motion**: Robert W. motioned and Janice seconded to approve $3,700 for road patching on Sirius. **Motion carried.** (Abstentions: Scott who was no longer present by phone.) **Motion**: Robert W. motioned and Sheridan seconded to fund $8,000 for crack sealing 1 mile each of asphalt in North and South. Discussion regarding possible lack of funds needed for the project. **Motion failed.**

5.5 Project Review Committee Report – GD/Robert B.

5.5.1 Lot 41-B (SG) – Ziegler Revised Garage/Shed Project Review
Alyssa reported on the revised application approved via e-mail vote of the board for the revised project application with the conditions that the 50-foot setback be met by altering the existing construction, any required permits be obtained, any disturbed land be landscaped or reclaimed per GLA standards, and any lumber and/or building materials intended for long-term storage are to be placed behind a fence or other enclosure when the construction is complete. The vote was approved with 11 in favor, 1 no response.

5.6 Communication Committee Report – AA/Robert B.
Item Tabled.

5.7 Website Committee Report – Ross
Item Tabled.

6. UNFINISHED BUSINESS

6.1 Lot 41-B (SG) – Complaint Update – AA
Alyssa discussed the need for a complaint committee.

6.2 Implementation of Bylaws Amendments – AA
Alyssa noted that in order to complete the approved amendments to the Bylaws which occurred on April 14, 2014 for using e-mail as a method to communicate and notice the members, it is necessary to have an attorney file the amendments. **Motion:** Dan motioned and Robert B. seconded to have Alanah Griffith file the approved Bylaw Amendments. **Motion carried unanimously.**

6.3 Story Ranch Access – RW
Item tabled.

7. NEW BUSINESS

7.1 Meeting Norms – SM
Item tabled.

8. Comment Period for Visiting Landowners
Comments were made by Tim Brockett, and Daniel & Valery O'Connell.

9. Closed Session
9.1 Discussion of lawsuits – AA/Board

10. Meeting Adjourned at 10:30 p.m.

11. Next Board Meeting: July 14th, 2014 at St. John's Church

2014-06-09_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

June 9, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – May 12, 2014

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – AA (5 min)
     - 5.1.1 Review written board vote at May 12, 2014 Special Meeting
     - 5.1.2 Appointment of Charlotte Mizzi as Secretary
     - 5.1.3 Liability Insurance Update
   - 5.2 Treasurer's Reports – JM (5 min)
     - 5.2.1 Budget Variance, Check & Deposit
     - 5.2.2 Lots 106 A-1 & A-2 (SG) / Peterson Payment Proposal
     - 5.2.3 Update on Collection of Delinquent Accounts
   - 5.3 Governing Document Committee Report – Chad Stone (5 min)
   - 5.4 Road and Weed Mgmt Committee Report – RW/SS (5 min)
   - 5.5 Project Review Committee Report – GD/Robert B. (1 min)
     - 5.5.1 Lot 41-B (SG) – Ziegler Revised Garage/Shed Project Review
   - 5.6 Communication Committee Report – AA/Robert B. (1 min)
   - 5.7 Website Committee Report – Ross (1 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Lot 41-B (SG) – Complaint Update – AA (5 min)
   - 6.2 Implementation of Bylaws Amendments – AA (2 min)
   - 6.3 Story Ranch Access – RW (2 min)

7. **NEW BUSINESS**
   - 7.1 Meeting Norms – SM (2 min)

8. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

9. **Closed Session**
   - 9.1 Discussion of lawsuits – AA/Board

10. **Adjournment**

11. **Next Board Meeting: July 14th, 2014 at St. John's Church**

2014-06-10_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Phone Meeting Minutes - *Final*

June 10, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Alyssa Allen at 6:00 p.m.
   PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Charlotte Mizzi (Secretary), Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Scott McBride, Gerald Dubiel, Laura Boise, Dan Kehoe, Paul Ranttalo, and Sheridan Stenberg.
   ABSENT: Janice McCann (Treasurer).

2. **Liability Insurance Coverage**
   Alyssa called the meeting of the board due to timely issue of deciding on liability insurance coverage. Discussion of liability insurance quote and option to choose extended reporting with current carrier, USLI, which would include the EPLI portion as well. **Motion**: Sheridan motioned, Ross seconded to purchase extended reporting with USLI for a period of 3 years at the quoted cost of $1,609.20. **Motion carried unanimously**. By general consensus, the board chose not to purchase new insurance due to the deductible of 50K, the premium of 10K, and the exclusion of any action by the O'Connells being covered.

3. **Member e-mail addresses**
   Discussion regarding need for a confidentiality policy for member records and that having member e-mail addresses on file could be a point of vulnerability for the association. Until there is more certainty about the association's future, it may be best for e-mail to not be used for anything. **Motion**: Ross motioned, Scott seconded that the GLA board and association will not collect, store or utilize member's e-mail addresses for the noticing of member's meetings, or for any other purpose of official communication until such a time when the board has put an e-mail and privacy policy into place. **Motion carried unanimously**.

4. **Meeting Adjourned at 7:10 p.m.**

5. **Next Board Meeting: July 14th, 2014 at St. John's Church**

2014-06-19_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Phone Meeting Minutes - *Final*

June 19, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Alyssa Allen at 6:35 p.m.
   PRESENT: Alyssa Allen (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Charlotte Mizzi (Secretary), Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Scott McBride, Gerald Dubiel, Laura Boise (joined at 6:57 pm), Dan Kehoe, and Sheridan Stenberg. **ABSENT:** Paul Ranttalo. **ALSO ATTENDING**: Some landowners also attended.

2. **Transition from Minnick Management**
   Alyssa reviewed how claims activities against the association over the past 3 years has caused the association to lose its liability insurance and as a further result, the contract with Minnick Management has been terminated due to them not being able to be listed as an additional insured on the policy. Without Minnick to handle administrative duties, it is necessary for the board to find a way to accomplish tasks. Alyssa read a list of tasks relating to the transition from Minnick, ongoing duties, and management duties. **Motion**: Dan motioned and Ross seconded that in accordance with Bylaw Article VI, B-6, and in consideration of the vast scope of duties along with the need for a seasoned board member to immediately engage in management and performing necessary functions for the association, Alyssa Allen, who has demonstrated the necessary skills and commitment to the association, be compensated as an administrative manager in the capacity of an employee at the rate of $22.50/hr and limited to no more than 20 paid hours per week without approval of the board. Lengthy discussion ensued regarding the need for someone to be paid for management of duties due to the increased workload, the need to make sure the amount paid does not exceed what had been budgeted for Minnick, to review the situation after 4 weeks to make necessary adjustments, the need to document the duties and define a job description so a manager position can be filled in the future, the need to be able to pay for bookkeeping duties. **Amendment to Motion:** Dan amended the motion that any additional tasks to be paid that had not been handled by Minnick would only be allowed if already budgeted. Sheridan seconded the amendment. **Motion and amended motion carried with 10 in favor and 1 abstention** (Alyssa).
   As part of the transition from Minnick Management, funds would need to be transferred from the account in Bozeman to the existing accounts at Bank of the Rockies in Emigrant. **Motion**: Alyssa motioned and Sheridan seconded to transfer funds from Big Sky Western Bank to Bank of the Rockies. **Motion carried unanimously**.

3. **Officer positions**
   Ross resigned as Vice President. Alyssa resigned as President. **Motion**: Sheridan motioned and Ross seconded that Dan be appointed President and Alyssa be appointed Vice President. **Motion carried unanimously**.

4. **June Mailing to Membership**
   Alyssa reviewed that a Newsletter will go out to the membership to inform them of recent changes along with a litigation summary and a list of ideas that have come from the members as a result of the June 9th letter to members.

5. **Comment Period for Visiting Landowners**
   Comments were given by Regina Wunsch and Valery O'Connell.

6. **Meeting Adjourned at 8:10 p.m.**

7. **Next Board Meeting: July 14th, 2014 at St. John's Church**

2014-06-19_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Phone Meeting Agenda

June 19, 2014 – 6:30 pm

1. **Call to Order**
2. **Transition from Minnick Management**
3. **Review of June mailing content**
4. **Comment Period for Visiting Landowners** – (Limited to 1 minute per owner)
5. **Adjournment**
6. **Next Board Meeting: July 14th, 2014 at St. John's Church**

2014-06-23_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Phone Meeting Minutes - *Final*

June 23, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 6:30 p.m.
   PRESENT: Dan Kehoe (President), Alyssa Allen (Vice President), Janice McCann (Treasurer), Charlotte Mizzi (Secretary), Ross Brunson, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Scott McBride, Gerald Dubiel, Paul Ranttalo, and Sheridan Stenberg. **ABSENT:** Laura Boise. **ALSO ATTENDING**: Some landowners also attended.

2. **Clarify and revisit decisions from June 19, 2014 phone meeting**
   The board discussed the increased workload due to litigation and no longer having the services of Minnick Management, in addition to the fact that some paid administrative help has always been needed in the past. Due to landowners who have come forward to help with some duties on a volunteer basis, Alyssa recommended that the previous motion for her to be paid for management duties be set aside until a better understanding of the situation could be reached. Further discussion included that since the early years of the GLA and in accordance with the Bylaws, board members were paid from time to time when warranted by the workload, and previous boards had adopted a policy to pay any director who gave more than 12 hours of volunteer work in a given month. The intention to pay Alyssa was temporary as an immediate measure to get things done. **Motion**: Alyssa motioned and Robert W. seconded that the decision made at the June 19, 2014 phone meeting for Alyssa to be paid to handle management duties be cancelled. **Motion carried unanimously**.
   Alyssa clarified that she chose to resign as President in order to allow her to focus more on delegating tasks and handling management duties.

3. **Logistics of GLA Operations**
   Alyssa reviewed a draft document "Necessary Tasks and Duties" and items related to moving the GLA's operations from Bozeman to Emigrant. Items discussed included Regina and Walter Wunsch donating a laptop computer to the GLA to be used by the Treasurer, the status of a place to store archival boxes, the possible need for the Treasurer or Secretary to use the GLA's laser printer, Charlotte being able to use one of the GLA's 2-drawer file cabinets for filing records, a possible office location, the need to establish a larger safety deposit box at Bank of the Rockies. **Motion**: Alyssa motioned and Ross seconded that the GLA rent the larger, 5" x 10" safety deposit box at Bank of the Rockies which would replace the smaller one so that important documents may be stored there. **Motion carried unanimously.**

4. **Review and delegation of tasks**
   The board reviewed the list of tasks and duties, and assignments of who could handle a number of these were made, with some needing to be confirmed as follows:
   Tim Brockett could handle project review application administration; Janice will handle bookkeeping and Treasurer duties with the help of Regina Wunsch; Charlene Murphy is willing to help with lien filing and collection research; Charlotte will take meeting minutes, update and maintain all meeting minute binders; Ross will research a digital recording device for recording meetings and for the use of the Secretary in producing meeting minutes; Janice will pickup and process incoming mail; Ross clarified how inquiries from the VoiceNation system can be routed to the Communications Committee for distribution; Dan will look into the possibility of renting a space at the Caspari Center; Janice to contact vendors and others with new mailing address; the need to possibly form a Complaint Committee; the need to post meeting handouts on the website so that multiple binders of handouts for landowners at board meetings would not be needed; board members having a choice to opt-out of receiving hardcopy handouts at board meetings; Ross to setup a Google doc to allow the board to participate in creating the meeting agenda; Scott to maintain and handle the VoiceNation system; Dan to research an HOA software that could provide landowners with account

information via the website; the need for project management / task tracking software to be used; Charlotte will file required documents with the Secretary of State; Gerald to continue with site inspections for project reviews; Sheridan will help with organizing and coordinating volunteers for mailings; Annual Meeting/Election assignments can be delegated at the August board meeting.

5. **Comment Period for Visiting Landowners**
   Comments were given by Valery O'Connell.

6. **Meeting Adjourned at 7:50 p.m.**

7. **Next Board Meeting: July 14th, 2014 at St. John's Church**

2014-06-23_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Phone Meeting Agenda

June 23, 2014 – 6:30 pm

1. **Call to Order**
2. **Clarify and revisit decisions from June 19 phone meeting**
3. **Logistics of GLA Operations**
4. **Review and Delegation of Tasks**
5. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)
6. **Adjournment**
7. **Next Board Meeting: July 14th, 2014 at St. John's Church**

2014-07-14_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

July 14, 2014

1. **Call to Order**
   The meeting was called to order by Alyssa Allen at 7:07 p.m. at St. John's Church.

   PRESENT: Alyssa Allen (Vice President), Janice McCann (Treasurer), Charlotte Mizzi (Secretary), Sheridan Stenberg, Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Gerald Dubiel and Laura Boise. **ABSENT**: Dan Kehoe (President), Ross Brunson and Scott McBride.
   Landowners: Chad Stone, Charlene Murphy, Claudette Dirkers, Pouwell Gelderloos, Linda Ulrich, Regina Wunsch, Chris Williams, Ronald Wartman, and Daniel & Valery O'Connell.

2. **Set Agenda**

3. **Approve Meeting Minutes** – June 9; June 10; June 19; June 23, 2014
   Motion: Sheridan motioned and Gerald seconded to approve the June 9, 2014 minutes. **Motion carried unanimously.**
   Motion: Sheridan motioned and Robert W. seconded to approve the June 10th Meeting Minutes. Janice abstained. **Motion carried.**
   Motion: Sheridan motioned and Robert B. seconded to approve the June 19th Meeting Minutes. Paul Ranttalo abstained. **Motion carried.**
   Motion: Sheridan motioned and Robert B. seconded to approve June 23rd 2014 Meeting Minutes. **Motion carried unanimously.**

4. **Visiting Landowner Input Period**
   Valery O'Connell spoke about slander and referenced statutes MC-27-1-801 and 802.

5. **Officer and Committee Reports**
   5.1 President's Report – AA
   5.1.1 Review Officer's Positions
   Alyssa referred to the June 19th board phone meeting where Dan Kehoe was elected President and Alyssa Vice President. Ross will continue being in charge of the website.

   5.1.2 Update on Transition from Minnick
   Alyssa said that a new office location is being looked into. She stated that the Caspari Building may be available on August 15th. Denise is willing to help with administrative paperwork as she has in the past. Janice said that money has not been transferred from the bank account in Bozeman yet. The mailbox in Emigrant is being checked regularly. Alyssa said that officers of the GLA Board have signed paperwork at Bank of the Rockies authorizing them as signers on the accounts. The website has been updated with new contact information.

   5.1.3 Insurance Update
   Alyssa reported that at the June 10th board phone meeting the Board voted not to purchase the Directors and Officers liability insurance. The board approved extended reporting with the current insurance carrier that covers any potential lawsuits regarding the board's activities during the previous 3 years.

   5.1.4 Need for e-mail policy, and member records privacy policy
   Alyssa talked about member records and how certain information such as phone numbers, e-mail addresses and communication have been kept confidential. Valery O'Connell said that she wanted all records that are given to the board to also be given to members. She continued to say that is up to any resident of the GLA to opt out of giving their phone number or any other info which the resident

deemed confidential. Charlene Murphy mentioned how it is valuable to the board to have a member's phone number at certain times for being able to make contact for particular purposes. Pouwell Gelderloos and Linda Ulrich spoke about how they preferred to keep their phone numbers and other information confidential. Daniel O'Connell also spoke out about various laws that allowed him and his wife the information regarding member records. Alyssa said that the board is guided by the attorneys on this matter and will continue to get their advice, and stressed the importance of getting landowner input on the matter.
Motion: Robert motioned and Robert B. seconded that because historically, phone numbers have been kept confidential, we will continue to keep them confidential until a policy is put into place after receiving landowner input. **Motion Withdrawn.** After some discussion the motion was withdrawn because it has already been an established precedent of the Board to keep this information confidential. By general consensus, the Board affirmed that it will continue its practice of keeping phone numbers and other member information confidential until a new policy/rule is put place after receiving member input.

Action Item: **The Board will send a letter out to landowners inviting them to give their input regarding confidentiality of various types of information.**

5.1.5 July 21st Special Meeting of the Membership 7:00 pm at Emigrant Hall - Logistics and Tasks
The board reviewed various considerations. The President, Dan Kehoe, will run the meeting; Alanah will be present to answer questions; Charlene Murphy will bring her PA System; Chris Williams will bring an easel for notes; volunteers are to come at 6:00 pm to set up chairs and tables. 3 minutes will be allotted for each person to talk, unless they ask for more time.

5.2 Treasurer's Reports – JM

5.2.1 Budget Variance, Check & Deposit
Due to the need for more time to produce the reports, these will be sent by e-mail when they are ready, and reviewed at the August board meeting. Discussion included grading and graveling expenses and how the reports will reflect these costs.

5.2.2 Update on Collections of Delinquent Accounts
Janice reported that delinquent accounts have been contacted and some need to be re-contacted. People have been responsive to the collection letter they received. She asked for two volunteers to contact people regarding their delinquent bills and stated that we need a collections committee. Janice said that Parcel 23 NG is in a sheriff sale. The GLA has a lien on the property, but there may be other liens ahead of ours. It may be worthwhile to go to the sheriff sale. Janice said the board should consider setting aside money to cover potential future lawsuits. Alyssa reported that legal counsel recommended that we set aside $20,000 per lawsuit. Since over the past 3 years there have been four lawsuits averaging $37,000 each, the board discussed how $30,000 is a more reasonable amount as a safety cushion. Robert Wallace said the roads are primary and the money set aside for the lawsuits will take away money from the roads especially for crack sealing. Needed crack sealing would cost $26,000, as he previously reported. Regina pointed out that this was not originally budgeted for this year. However, money that was budgeted for Minnick will be distributed into other accounts, and then we will see where we

stand. Laura Boise said we may need to have a special assessment due to the reserves being wiped out because of the lawsuits. Robert B. said that landowners need to decide whether they want road maintenance or let the roads go. If they want road maintenance then assessments need to be raised. **Motion**: Robert B. motioned and Laura Boise seconded to set aside $30,000 from the current budget into a self-insurance liability fund and this will be maintained until further notice. **Motion Passed Unanimously**.

5.3 Road and Weed Mgmt Committee Report – RW/SS
Robert W. said that they did not have a road committee meeting this past month. Bailey Paving is contracted to do the patching of three holes on the paved road at a cost of $3,700.

5.4 Governing Document Committee Report – Chad Stone
Chad reported that there have not been any recent meetings, and requested that the survey be returned to the committee for reworking in light of recent developments. By general consensus, the board agreed to have the committee re-work the survey.

5.5 Project Review Committee Report – GD/Robert B.
No report given.

5.6 Communication Committee Report – AA/Robert B.
Alyssa reported that the July Newsletter had been sent out.

5.7 Website Committee Report – Ross
No report given.

6. UNFINISHED BUSINESS

6.1 Lot 41-B (SG) – Complaint Update – AA (2 min)
Nothing to report at this time.

6.2 e-mail vote Re: Implementation of Bylaws Amendments – AA
Alyssa reviewed that at the last meeting a point was made that the Bylaws amendments approved in April had not yet been filed. Alyssa reported that according to legal counsel there is no time frame in which the amendments must be filed, and keeping in mind that there may be further amendments to the Bylaws, the board voted via e-mail to postpone filing the Bylaws amendments until revisited at a later time. **E-Mail Motion** by Alyssa and seconded by Sheridan read as follows: "In consideration of attorney advice, I move that we postpone the filing of the Bylaws Amendments until the board re-visits this at a later time." **Motion passed** with 9 in favor, 3 no response, however, both Robert W. and Laura voted in favor at this current meeting, bringing the vote to 11 in favor and 1 no response.

6.3 Story Ranch Access – RW
A letter had been sent to the Story ranch regarding closing the access through GLA roads. It had come to the board's attention that more discussion and research was needed to consider a possible permissive easement where assessments would be charged. At this time, everything is to stay as-is. Robert W. said the Storys don't use the GLA roads a lot and are willing to pay an assessment. Valery O'Connell said that she lives on Taurus road and there is no way to know who uses the road if the gate is kept open. There is no way to monitor who goes in and out. Valery said that she got permission to use that road where the gate is. Charlene Murphy said the board needs to consider how many houses the

Storys own and who will be using the road as part of the criteria for imposing an assessment.

7. **NEW BUSINESS**

7.1 Proposal to scan records to PDF - AA

Alyssa reported on research and costs for scanning our records with several companies. The best prices were with Staples Copy Center and FedEx which cost 25 to 35 cents per page. Alpha Graphics in Billings has an entire department for scanning records with the lowest cost of 8 to 9 cents per page. **Motion:** Sheridan motioned and Laura seconded to prepare documents and get them ready to send to Alpha Graphics for scanning as soon practicable. The board discussed how the originals will be stored until a retention policy is developed. In the meantime, it is estimated that it will take 10 business days to prepare the documents for scanning and Denise is to do this work. **Motion Passed Unanimously.**

7.2 Proposal to form Collection Committee – JM

Janice proposed that a Collection Committee be formed. The board discussed the need for its members to be personable and how, due to confidentiality issues, they should be board members. Laura volunteered to help on the committee. **Motion:** Janice motioned and Robert B. seconded to form a Collection Committee to collect delinquent accounts. The members will be Janice and Laura. **Motion carried unanimously.**

7.3 Lot 40-C (SG) Blais/Newby Garage Project Review

Gerald reported that he performed a site inspection, the project is within the guidelines of the Master Plan, and looked good. The proposed garage is for an RV. Laura pointed out that the project would install an additional driveway coming off Arcturus Drive, right across from her property and she was concerned about traffic. Gerald stated that there is not another way to access this area of the property because of the steep terrain. The owners stated in their application that they intended to access the garage about once a month. Alyssa mentioned that the board can only suggest a minimum number of driveways from a lot entering a GLA platted road, but this was not an established limitation that could be imposed. **Motion:** Gerald motioned and Sheridan seconded to approve the Blais/Newby Garage project for lot 40-C (SG) with the provision to re-seed disturbed land, install a culvert at the point where the driveway enters Arcturus Drive, to keep the driveway entrance at a softened elevation so it would be safe to enter into Arcturus Drive. **Motion carried.** Laura left the meeting prior to the vote.

7.4 Meeting Norms - SM

No Action - tabled until August.

7.5 Lot 39-E (SG) - Complaint - AA

Alyssa discussed how we would address the complaint when possible. No action has been taken at this time.

8. **Comment Period for Visiting Landowners**

None.

9. **Closed Session**

9.1 Discussion of lawsuits – Board

10. **Meeting Adjourned at 10:00 p.m.**

2014-07-14_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

July 14, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – June 9; June 10; June 19; June 23, 2014

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK (10 min)
     - 5.1.1 Review Officer Positions
     - 5.1.2 Update on Transition from Minnick
     - 5.1.3 Insurance Update
     - 5.1.4 Need for e-mail policy, and member records privacy policy
     - 5.1.5 July 21 Special Meeting of the Membership – Logistics & Tasks
   - 5.2 Treasurer's Reports – JM (5 min)
     - 5.2.1 Budget Variance, Check & Deposit
     - 5.2.2 Update on Collection of Delinquent Accounts
   - 5.3 Road and Weed Mgmt Committee Report – RW/SS (5 min)
   - 5.4 Governing Document Committee Report – Chad Stone (3 min)
   - 5.5 Project Review Committee Report – GD/Robert B. (1 min)
   - 5.6 Communication Committee Report – AA/Robert B. (1 min)
   - 5.7 Website Committee Report – Ross (1 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Lot 41-B (SG) – Complaint Update – AA (2 min)
   - 6.2 e-mail vote re: Implementation of Bylaws Amendments – AA (1 min)
   - 6.3 Update re: Story Ranch Access – RW (2 min)

7. **NEW BUSINESS**
   - 7.1 Proposal to scan records to PDF – AA (3 min)
   - 7.2 Proposal to form Collection Committee – JM (3 min)
   - 7.3 Lot 40-C (SG) – Blais/Newby Garage Project Review
   - 7.4 Meeting Norms – SM (5 min)
   - 7.5 Lot 39-E (SG) – Complaint – AA (2 min)

8. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

9. **Closed Session**
   - 9.1 Discussion of lawsuits – Board

10. **Adjournment**

11. **Next Board Meeting: August 11th, 2014 at St. John's Church**

Glastonbury Landowners Association
Profit & Loss
June 2014

		Jun 14
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
170 · Finance Ch Income- Past Due Ass	3,079.26	
175 · Subdivision Waiver Asmnts	32.88	
180 · 2009 Chip Seal Assessment	-190.00	
Total 100 · Parcel Assessment Fees		2,922.14
Total Income		2,922.14
Gross Profit		2,922.14
Expense		
1030 · Roads & Weeds		
1035 · Contract BiAnnual Grade/Grvl-NG		
1035a · Aquarius Lane	95.00	
1035b · Aries Drive	308.00	
1035c · Capricorn Drive	308.00	
1035f · Gemini Road	441.34	
1035i · Orion Way	753.90	
1035j · Pisces Way	95.00	
1035k · Sirius Drive	1,916.93	
1035l · Taurus Road	1,547.33	
1035m · Venus Way	95.00	
1035n · Mercury Lane	115.00	
Total 1035 · Contract BiAnnual Grade/Grvl-NG		5,675.50
1036 · Contract BiAnnual Grade/Gvl-SG		
1036b · Arcturus Drive	2,680.00	
1036g · Hercules Road	5,773.90	
1036h · Polarius WAy	1,759.60	
1036i · Sagittarius Place	400.00	
1036k · Scorpio Way	770.00	
Total 1036 · Contract BiAnnual Grade/Gvl-SG		11,383.50
Total 1030 · Roads & Weeds		17,059.00
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	26.27	
Total 1200 · Parkland/Recreation Center		26.27
2000 · Overhead/Admin Costs		
2012 · Credit Card Fees	11.88	
2013 · Collection Costs	496.73	
2017 · Legal Fees-General Advice	437.50	
2020 · Management Expense	3,771.50	
2025 · Miscellaneous	506.25	
2052 · Postage & Shipping	112.41	
2055 · Printing & Copies	105.30	
2066 · Software - Dropbox	9.99	
2080 · Telephone & Messaging	14.95	
Total 2000 · Overhead/Admin Costs		5,466.51
Total Expense		22,551.78
Net Ordinary Income		-19,629.64
Net Income		-19,629.64

Glastonbury Landowners Association
Profit & Loss YTD Comparison
June 2014

	Jun 14	Jan - Jun 14
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
111 · Land Assessments 2014	0.00	75,683.75
121 · Dwelling Assessments 2014	0.00	51,369.97
150 · Golden Age Village Income	0.00	4,679.50
170 · Finance Ch Income- Past Due Ass	3,079.26	13,642.74
171 · 5% Penalty Income	0.00	9,087.25
175 · Subdivision Waiver Asmnts	32.88	193.05
180 · 2009 Chip Seal Assessment	-190.00	-1,078.83
190 · Discounts Given	0.00	-95.50
Total 100 · Parcel Assessment Fees	2,922.14	153,481.93
200 · Project Impact Fees		
201 · Application Fees	0.00	60.00
210 · Structure Impact Fees	0.00	180.00
Total 200 · Project Impact Fees	0.00	240.00
400 · Other Gen Fund Income		
401 · Lien Fees Paid	0.00	200.00
Total 400 · Other Gen Fund Income	0.00	200.00
Total Income	2,922.14	153,921.93
Gross Profit	2,922.14	153,921.93
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal	0.00	3,127.50
1011 · Equipment Rental	0.00	950.00
1013 · Sand	0.00	37.50
1015 · Payroll Costs		
1016 · Wages Paid Snow	0.00	3,374.30
1018 · Benefits & Other Payroll Costs	0.00	5.52
1018a · Payroll Software	0.00	280.00
1015 · Payroll Costs - Other	0.00	340.00
Total 1015 · Payroll Costs	0.00	3,999.82
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	0.00	698.00
1024 · Truck #2 (93 DODGE) Maintenance	0.00	1,676.35
1025 · Fuel	0.00	1,118.74
1026 · Wages Truck Maintenance	0.00	615.00
Total 1020 · Equipment Costs	0.00	4,108.09
Total 1000 · Snow Removal	0.00	12,222.91
1030 · Roads & Weeds		
1035 · Contract BiAnnual Grade/Grvl-NG		
1035a · Aquarius Lane	95.00	95.00
1035b · Aries Drive	308.00	308.00
1035c · Capricorn Drive	308.00	308.00
1035f · Gemini Road	441.34	441.34
1035i · Orion Way	753.90	753.90
1035j · Pisces Way	95.00	95.00
1035k · Sirius Drive	1,916.93	1,916.93
1035l · Taurus Road	1,547.33	1,547.33
1035m · Venus Way	95.00	95.00
1035n · Mercury Lane	115.00	115.00
1035 · Contract BiAnnual Grade/Grvl-NG - Other	0.00	241.11
Total 1035 · Contract BiAnnual Grade/Grvl-NG	5,675.50	5,916.61

Glastonbury Landowners Association
Profit & Loss YTD Comparison
June 2014

	Jun 14	Jan - Jun 14
1036 · Contract BiAnnual Grade/Gvl-SG		
1036b · Arcturus Drive	2,680.00	2,680.00
1036g · Hercules Road	5,773.90	7,063.50
1036h · Polarius WAy	1,759.60	1,759.60
1036i · Sagittarius Place	400.00	400.00
1036k · Scorpio Way	770.00	770.00
1036 · Contract BiAnnual Grade/Gvl-SG - Other	0.00	26.79
Total 1036 · Contract BiAnnual Grade/Gvl-SG	11,383.50	12,699.89
1045 · Signs, Posts & Snowfence	0.00	437.40
1050 · Other Road Costs	0.00	269.50
Total 1030 · Roads & Weeds	17,059.00	19,323.40
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	26.27	123.00
Total 1200 · Parkland/Recreation Center	26.27	123.00
1300 · Litigation		
1310 · Legal Costs - O'Connell	0.00	175.00
Total 1300 · Litigation	0.00	175.00
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees	0.00	966.00
2011 · Bank Charges	0.00	2.00
2012 · Credit Card Fees	11.88	36.16
2013 · Collection Costs	496.73	1,092.40
2017 · Legal Fees-General Advice	437.50	1,417.50
2018 · Licenses & Annual Reporting	0.00	65.00
2019 · Lien Filing Costs	0.00	289.00
2020 · Management Expense	3,771.50	13,200.25
2025 · Miscellaneous	506.25	736.24
2030 · Newsletter Costs	0.00	107.00
2050 · Office Supplies	0.00	215.05
2051 · Procedures & Documents	0.00	0.00
2052 · Postage & Shipping	112.41	871.42
2055 · Printing & Copies	105.30	830.34
2060 · Rent - Facilities	0.00	560.00
2062 · Rent - PO Box & Safe Dep Box	0.00	75.00
2065 · Software - SharePoint	0.00	17.90
2066 · Software - Dropbox	9.99	59.94
2080 · Telephone & Messaging	14.95	94.70
2090 · Website Costs		
2092 · URL & Domain Fees	0.00	55.61
Total 2090 · Website Costs	0.00	55.61
Total 2000 · Overhead/Admin Costs	5,466.51	20,691.51
Total Expense	22,551.78	52,535.82
Net Ordinary Income	-19,629.64	101,386.11
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank	0.00	34.50
Total Other Income	0.00	34.50
Other Expense		
6000 · Interest Expense	0.00	2,657.60
Total Other Expense	0.00	2,657.60
Net Other Income	0.00	-2,623.10
Net Income	**-19,629.64**	**98,763.01**

Glastonbury Landowners Association
Check Detail
June 2014

1:17 PM
07/14/14

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		06/30/2014	Glastonbury Land...		001 · Big Sky West...		-249.69
					013 · NG Chip Seal ...	-249.69	249.69
TOTAL						-249.69	249.69
Check	dbt	06/01/2014	Voice Nation		002 · Bank of the ...		-14.95
					2080 · Telephone &...	-14.95	14.95
TOTAL						-14.95	14.95
Check	dbt	06/30/2014	Dropbox		002 · Bank of the ...		-9.99
					2066 · Software - D...	-9.99	9.99
TOTAL						-9.99	9.99
Bill Pmt -Check	1150	06/03/2014	Black Diamond Qu...		001 · Big Sky West...		-267.90
Bill	INV 1...	04/08/2014			1035 · Contract BiA...	-241.11	241.11
					1036 · Contract BiA...	-26.79	26.79
TOTAL						-267.90	267.90
Bill Pmt -Check	1154	06/02/2014	Minnick Managem...		001 · Big Sky West...		-2,909.06
Bill	INV 4...	06/02/2014			2020 · Management...	-1,885.75	1,885.75
					2052 · Postage & S...	-4.41	4.41
					2052 · Postage & S...	-101.14	101.14
					2055 · Printing & C...	-72.80	72.80
					2025 · Miscellaneous	-506.25	506.25
					2012 · Credit Card ...	-4.00	4.00
					2012 · Credit Card ...	-3.88	3.88
					2012 · Credit Card ...	-4.00	4.00
					2013 · Collection C...	-326.83	326.83
TOTAL						-2,909.06	2,909.06
Bill Pmt -Check	1156	06/09/2014	Alanah Griffith		001 · Big Sky West...		-437.50
Bill	INV 3...	06/09/2014			2017 · Legal Fees-...	-437.50	437.50
TOTAL						-437.50	437.50
Bill Pmt -Check	1157	06/09/2014	Park Electric Coop...		001 · Big Sky West...		-26.27
Bill	June ...	06/09/2014			1210 · Utilities for R...	-26.27	26.27
TOTAL						-26.27	26.27
Bill Pmt -Check	1158	06/30/2014	Mike Adkins Const...		001 · Big Sky West...		-17,059.00
Bill	6/9/2...	06/09/2014			1035i · Taurus Road	-1,547.33	1,547.33
					1035k · Sirius Drive	-1,916.93	1,916.93
					1035f · Gemini Road	-441.34	441.34
					1035b · Aries Drive	-308.00	308.00
					1035i · Orion Way	-753.90	753.90
					1035c · Capricorn D...	-308.00	308.00
					1035j · Pisces Way	-95.00	95.00
					1035a · Aquarius L...	-95.00	95.00
					1035m · Venus Way	-95.00	95.00
					1035n · Mercury Lane	-115.00	115.00
					1036b · Arcturus Dri...	-2,680.00	2,680.00
					1036g · Hercules R...	-5,773.90	5,773.90
					1036k · Scorpio Way	-770.00	770.00

Glastonbury Landowners Association
Check Detail
June 2014

1:17 PM
07/14/14

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					1036h · Polarius WAy	-1,759.60	1,759.60
					1036i · Sagittarius ...	-400.00	400.00
TOTAL						-17,059.00	17,059.00
Bill Pmt -Check	**1159**	**06/30/2014**	**Minnick Managem...**		**001 · Big Sky West...**		**-2,095.01**
Bill	INV 4...	06/30/2014			2020 · Management...	-1,885.75	1,885.75
					2052 · Postage & S...	-6.86	6.86
					2055 · Printing & C...	-32.50	32.50
					2013 · Collection C...	-169.90	169.90
TOTAL						-2,095.01	2,095.01

2062

Glastonbury Landowners Association
Deposit Detail
June 2014

Type	Num	Date	Name	Account	Amount
Deposit		**06/10/2014**		**001 · Big Sky West...**	**2,533.46**
Payment	1199	06/09/2014	Yaney, Ralph / NG ...	12000 · Undeposite...	-384.88
Payment	1457...	06/09/2014	May, Carl & Bonnie ...	12000 · Undeposite...	-192.45
Payment	4665	06/09/2014	Johnson, Dorothy / ...	12000 · Undeposite...	-384.88
Payment	3551 ...	06/09/2014	Dawson , Herb NG /...	12000 · Undeposite...	-207.80
Payment	3551 ...	06/09/2014	Dawson, Herb/ NG ...	12000 · Undeposite...	-207.80
Payment	1686	06/09/2014	Tempesta, Michela ...	12000 · Undeposite...	-676.70
Payment	5185	06/09/2014	Quesenberry, Robe...	12000 · Undeposite...	-286.50
Payment	1433	06/09/2014	Hansard, Donald / ...	12000 · Undeposite...	-192.45
TOTAL					-2,533.46
Deposit		**06/20/2014**		**001 · Big Sky West...**	**1,598.00**
Payment	1323	06/20/2014	Carro/Barcenas, Jo...	12000 · Undeposite...	-191.00
Payment	9311	06/20/2014	Glennon, Margaret /...	12000 · Undeposite...	-100.00
Payment	5668	06/20/2014	Crown, Lucy / SG 2...	12000 · Undeposite...	-143.25
Payment	4689	06/20/2014	Ranttalo, Paul / NG ...	12000 · Undeposite...	-143.50
Payment	3752	06/20/2014	Hansen/Jeske, Krai...	12000 · Undeposite...	-300.00
Payment	3511	06/20/2014	Vaughan, Vicki / N...	12000 · Undeposite...	-47.75
Payment	1388	06/20/2014	Smith, David / SG 3...	12000 · Undeposite...	-100.00
Payment	8506	06/20/2014	Fairbairn, Oscar & ...	12000 · Undeposite...	-95.50
Payment	1396	06/20/2014	Anderson, Edward /...	12000 · Undeposite...	-286.50
Payment	2201	06/20/2014	Muto, Charles / NG ...	12000 · Undeposite...	-95.50
Payment	3421	06/20/2014	Hull, Amanda / SG ...	12000 · Undeposite...	-95.00
TOTAL					-1,598.00
Deposit		**06/30/2014**		**001 · Big Sky West...**	**1,054.44**
Payment	2642	06/26/2014	Harris, Ned / NG 11-A	12000 · Undeposite...	-95.50
Payment	163	06/26/2014	Diehl, Denise / SG ...	12000 · Undeposite...	-20.00
Payment	1618...	06/27/2014	Johnson, Craig & T...	12000 · Undeposite...	-859.19
Payment	3307	06/27/2014	Dubiel, Gerald / NG...	12000 · Undeposite...	-32.00
Payment	0776...	06/27/2014	Ducklow, Jeff / NG ...	12000 · Undeposite...	-47.75
TOTAL					-1,054.44

Glastonbury Landowners Association
Formal Complaint Form
for Glastonbury Landowners
(Attach additional sheet if more space is needed)

Date 16 June 2014

Name(s) of Complainant(s). Debbie Blais + Kevin Newby

Parcel/Lot No. 40-C North ___ South X Glastonbury *(Check One)* Phone No. (858) 733-2185

Your Mailing Address 571 W. Vermont Ave Escondido, CA 760-802-2118
State Zip 92025

Name(s) of Landowner(s) Involved in Alleged Violation. David Smith

Parcel/Lot No. 39-E North ___ South X Glastonbury *(Check One)*

Specific Section and Title in Covenants relating to alleged violation. Section: 6.03, Utilities
Title: Master Plan 7.0, Codes and Standards; Master Plan 4.1, Variance Process

History of the problem. Please See ① attached MS Word document titled:
"Complaint - Lot 39E Unpermitted Septic Tank"
② Emigrant Trace Minor Subdiv Wells + Septic Plans.doc 12/1/2005

Have you communicated with the other landowner(s) involved in the alleged violation and tried to resolve the situation amicably? Yes X No ___ (If no, please do so before submitting this complaint.)

Date, time and details of your communication for attempted resolution. June 10, 2014
See Attachment for details

Complainant Signature. Deborah Blais

Please mail this completed form to the Glastonbury Landowners Association, Attn: Complaint Committee, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

For GLA Use

Date Received. ___ Date Reviewed. ___

Recommended Action. ___

Action Taken & Date. ___

Signature of Board Member Reviewing Complaint. ___

16 June 2014

Glastonbury Landowners Association
Formal Complaint Form

Name(s) of Complainants: Debbie Blais and Kevin Newby
Parcel/Lot No. 40-C South Glastonbury
Phone No. 858-733-2185 (Debbie) 760-802-2118 (Kevin)
Mailing Addr. 571 W. Vermont Ave. Escondido, CA 92025

Landowner involved in alleged violation: David Smith
Parcel/Lot No. 39-E South Glastonbury

Covenants Section: 6.03, Utilities – Septic Tanks shall be IAW Master Plan.
Master Plan Sections:

- 7.0, Codes and Standards – All state and county regulations must be adhered to including: Septic Tank Standards.
- 4.1, Variance Process – All building sites are required to meet acceptable state, water and septic system requirements set forth by the Montana DEQ.

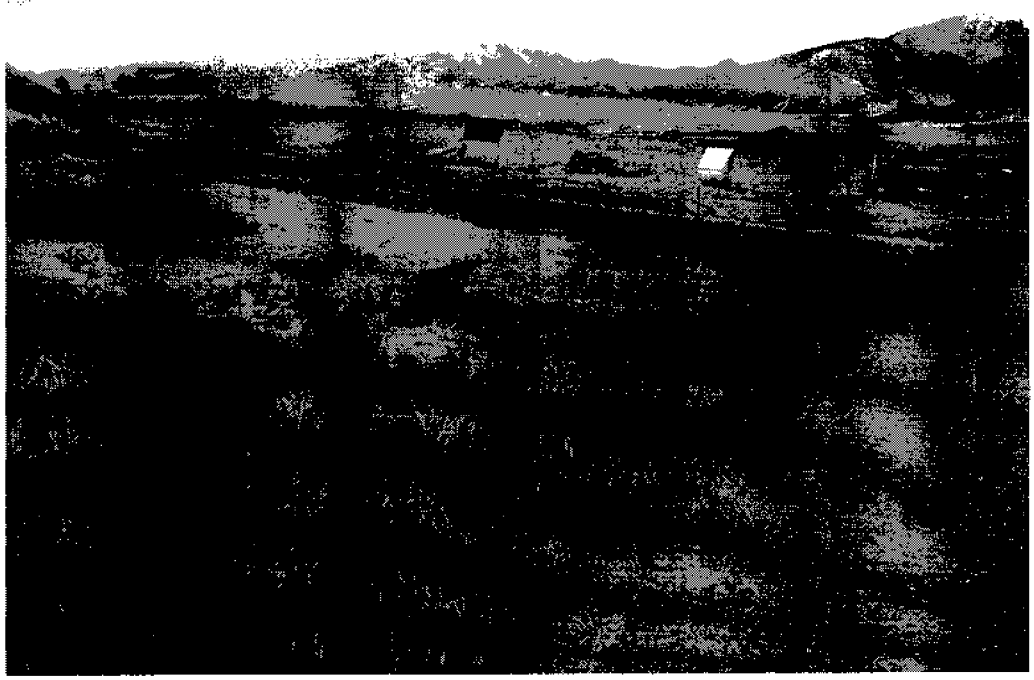
History of the problem: What appeared to be a Septic Tank was installed March/April 2014 immediately next to the shelter at the lower, southeast corner of Lot 39-E, intersection of Arcturus Dr and Sunshine Pl.

Concern #1 – This may be an un-permitted septic tank.
Concern #2 - This septic tank is not in accordance with the Emigrant Trace Minor Subdivision Wells and Septics Plans from the DEQ, dated 1 Dec, 2005. This Park County document 334004 recorded on 3/24/2006 shows the planned and approved placement of a septic tank on Lot 39-E at the Northwest end of the lot, in the high ground close to Kenton Lane. There is no septic tank shown nor planned at the Southeast corner of the lot, next to the shelter's existing well at Sunshine Place.
Concern #3 – Multiple septic tanks may not be allowed on this 4-acre lot. The presence of the shelter's septic tank on this lot may rule out a 2nd septic tank on the same lot for the purpose of constructing a residential home. This adversely impacts the use and sale of this lot for the purpose of constructing a single-family dwelling on the lot.

Have you communicated with the Landowner? Yes, indirectly. We do not have David Smith's mailing address nor his email address. On June 10th, 2014, we communicated with the realtor indicating a shelter Septic Tank appeared to have been installed w/o permit and in violation of GLA Master Plan. On June 15th we received an email from the realtor indicating they "will be looking into the septic".

Photos: See 2 photos, below, taken 6/15/14, showing location of the septic tank (bald spot where digging/excavation was done) at corner of Arcturus Dr and Sunshine Pl.

Photo #2 showing bald spot on Lot 39-E where what appeared to be a septic tank was placed March/Apr 2014.



GLASTONBURY LANDOWNERS ASSOCIATION, INC.

P.O. Box 1862 • Bozeman, MT 59771 • 406-451-0033 • www.glamontana.org • info@glamontana.org

Impact of Litigation and Insurance Costs
Letter to the Membership & Special Meeting Announcement

June 9, 2014

Dear Glastonbury Landowners,

This letter is to let the GLA membership know of recent changes in our liability insurance that directly impact both the Association's finances and ability to fulfill all the obligations as dictated by the Covenants. We also want to share with you the need to make some dramatic changes in how the Association functions in order to address the challenges we now face as a Community.

The GLA board has been sued by Daniel and Valery O'Connell four times over the past three years (DV-2011-114, DV-2011-193, DV-2012-200 and DV-2012-220). Their initial lawsuit was not covered by liability insurance since the suit was instigated while Daniel was a board member. The insurance company chose not to cover the second lawsuit, filed after Daniel was removed from the board. Our liability insurance did cover the third and fourth lawsuits, and is now covering the costs for the ongoing amended complaint of the first lawsuit.

Since these lawsuits began over three years ago, legal fees have amounted to over $113,000. As a result of these expenses, our insurance carrier has chosen to drop coverage as of June 11, 2014. Two insurance brokers have been working on finding coverage for the past two months, but the GLA has been turned down by numerous other carriers due to these litigation claims.

At this point, only one insurance carrier has offered a quote. This carrier's proposed coverage requires a yearly premium of $10,170, a $50,000 deductible **per lawsuit**, and excludes coverage for any lawsuit involving the O'Connells. (Our previous insurance had a $1,342 premium per year and only a $1,000 deductible.)

This means that the Association must cover all legal costs and any potential judgment due to any lawsuit brought by the O'Connells. In addition, the Association must pay the first $50,000 of any lawsuit against the Association or its Board. We have effectively lost our ability to obtain insurance at a reasonable cost well into the future.

The lack of insurance coverage and the potential greater draw on the Association's already tight budget makes it extremely difficult for the Board to allocate resources to meet all its obligations and duties. This creates the potential for the following chain reaction:

1. The inability of the Board to meet obligations places it at greater risk of being sued again.
2. The GLA may not be able to continue to fund and respond appropriately to any future lawsuits.
3. Though board members are indemnified by State law and our Bylaws, any inability of the GLA to pay legal expenses of the Board creates more risk for them and their personal property.

4. With the probability of ever-increasing assessments and a simultaneous reduction in services such as snow plowing and road maintenance, the value of the Association to its members would decrease.

This situation has brought the Association to a point where it has never been before. We must quickly yet thoughtfully look at how the Association can protect itself from potential financial ruin and continue to survive as a viable community and non-profit corporation, and continue to maintain the standards and services this community values.

The Board sees two directions before us:

1. Increase Available Funds

Increase funds via raising of assessments (perhaps by as much as 50%), imposing a special assessment, collecting past due assessments (a very important but lengthy process with uncertain outcome, based on recent experience), OR

2. Reduce our Legal Liabilities

Reduce legal liabilities by reducing the duties and responsibilities of the Association and thus reducing the number of issues it may be sued over. This approach would reduce potential legal vulnerabilities, and also allow us to keep assessments at a reasonable level.

The board is holding a Special Meeting of the Members on July 21, 2014, 7:00 pm at Emigrant Hall in Emigrant, MT, so that we can explore our options together, with an attorney present to answer questions. As we consider our options, we need to think about what is best for the future of the Glastonbury Community, what is best for the individual landowner and how we can continue to protect property values. We also need to consider how we can limit the liability of the Association so we are not placed in such a position of vulnerability again.

Be assured that the board will make every effort to communicate responsibly and effectively with the landowners and involve you in every step of the process as we move forward in our discussions.

We welcome your ideas, suggestions and questions to the GLA at info@glamontana.org, or in writing by mail.

Sincerely,

GLA Board of Directors

Glastonbury Landowners Association

Newsletter ~ July 2014

Loss of Liability Insurance & Minnick

As mentioned in the June 9 letter to the membership, according to our carrier, claims activities due to the lawsuits filed against the Association by Daniel and Valery O'Connell have caused our insurance to drop coverage. The Board has not been able to obtain insurance at a reasonable rate; and, the only quote offered excluded coverage for any claims having to do with the O'Connells. Therefore, for the first time, the Association does not have liability insurance for its directors, officers and the Association. Unfortunately, our contract with Minnick Management requires that we have full liability coverage and that Minnick be listed as an additional insured on that coverage. Because the Board could not obtain full coverage, Minnick terminated the agreement.

Transition from Minnick & New Address

Please be patient with us as we make the unexpected transition from Minnick Management, who has been handling administrative and bookkeeping duties for the past two years, to a new operation. There are many areas that require coordination, training, and the assigning of duties, as well as logistical concerns. As a result, the Board may not be able to answer inquiries or handle issues as quickly as would be desired since establishing the usual day-to-day operations will take time. We will keep you posted on further developments.

We no longer have personnel who will directly answer phone calls, but please continue to use our main phone number listed below. All incoming phone calls will be routed to the appropriate director or committee chair via the VoiceNation voicemail system already in place. You may also use the customary e-mail address for inquiries: info@glamontana.org.

Effective immediately, contact information is as follows:

GLA • PO Box 312 • Emigrant, MT 59027

Phone: 406-451-0033

www.glamontana.org • info@glamontana.org

Charlotte Mizzi Appointed to Board

At the May Special Meeting of the Board, Charlotte Mizzi was elected to complete Donna Lash-Andersen's term that ends in November 2015. Charlotte has previously served on the board and brings her many years of experience in administration and management.

Board Officers

The Board has made some adjustments to its officer positions as follows: Dan Kehoe – President; Alyssa Allen – Vice President; Charlotte Mizzi – Secretary; Janice McCann – Treasurer.

e-Mail Communication

In April 2014, the members voted at a Special Meeting to amend the Bylaws, allowing e-mail, in addition to postal mail and fax, as an allowed method of noticing meetings and communicating with members and directors.

The Board has not yet implemented an e-mail communication program since this requires that the back-end processes first be put in place, along with a policy on what type of information would be provided by e-mail. Once this has been accomplished, a consent form with various opt-in choices will be sent to the membership.

Are You Building or Planning to Build?

The Covenants require that all building projects and improvements to property be submitted to the association for approval prior to beginning construction. It is the Board's role to ensure that the standards and requirements outlined in the Covenants and Master Plan are being followed. In order to have time to properly review your project, please submit plans at least two weeks prior to the monthly Board meeting, which usually occurs on the 2nd Monday of each month. Forms and instructions may be found on the GLA website, www.glamontana.org under the menu "current landowners" and then "building projects/improvements." Please contact the Project Review Committee at voicemail extension 103 if you have any questions.

The Future of the GLA: Special Meeting to Explore Options – July 21

As announced in the June 9 letter to the membership regarding the impact the past 3 years of litigation has had on the association, there will be a Special Meeting of the Members on Monday, July 21, 2014 at 7:00 pm at Emigrant Hall in Emigrant. The purpose of the meeting is to discuss various options the Association may consider for the future, including ideas ranging from minor amendments to the governing documents to a possible major restructuring.

We invite all landowners to attend and bring your ideas. Alanah Griffith, an attorney who specializes in association law, will be present to answer questions. In the meantime, please submit any questions you may have to: info@glamontana.org, so that Alanah can review questions prior to the meeting.

At this point, a number of ideas and options have come to the Board's attention, and we share some of these with you now to help prepare you for a lively discussion at the July 21st meeting.

The various options below would necessitate anywhere from minor changes to the governing documents to major restating of the Covenants, amending the Bylaws and Articles, to creating new Articles and Bylaws. We have listed some of the Pros and Cons of each option only to get the discussion going. The Board recognizes that any change will come from the members, must be supported by the members and will be voted on by the

members. Therefore, the Board has decided to remain neutral during the meeting in order to better facilitate a discussion and hopefully find a consensus amongst a majority of the membership.

Some possible options and scenarios:

1. Continue as-is without changing any of the governing documents.

Pro: This would be the easiest for the membership in terms of working on the governing documents to create something upon which a majority can agree.

Con: This may be the most costly scenario given the current litigious environment which requires that all activities and reporting strictly adhere to the "letter-of-the-law," since every action is highly scrutinized and requires a professional level of administration, management, training, and record-keeping accountability. The increased workload, and level of expertise required to reduce the risk of more lawsuits, means that in addition to continual attorney advice on board actions, skilled professionals must be hired to manage and handle tasks. Money will also have to be set aside to fund future lawsuits because of ongoing threats. In the end, there is less money to put toward the roads and assessments will need to be raised.

2. Amend the governing documents to minimize the duties and responsibilities of the Board. In essence, the amended Covenants and Master Plan would continue to run with the land and impose certain restrictions, but the Board would not be responsible for enforcement. The members themselves would be responsible for enforcement regarding their neighbors.

Pro: This would reduce the issues over which the Association can be sued. If the Board has no duty to enforce the rules, then it cannot be sued regarding its non-enforcement of rules.

Con: It may be necessary no longer to allow variances. The landowners would voluntarily comply or be subject to possible lawsuits from other members which may not be positive for neighborhood relations.

3. Amend the Covenants to require binding arbitration outside of the court.

Pro: Arbitration is usually less expensive and faster when compared to the Court system.

Con: There is typically no appeal from an arbitration (the only appeal is when the arbitrator adds the award incorrectly.) Therefore, the parties must live with the result.

4. Amend the Covenants to make the Association a road maintenance association.

Pro: Like Item No. 2, the fewer duties the Board has, the less likely the Association can be sued. If the only responsibility of the Board was to collect assessments for roads and then maintain the roads, this would limit liability.

Con: It would require that all restrictions provided by the Covenants and Master Plan be eliminated. Therefore, there would be no building, land use or other restrictions (depending on your viewpoint, this could be positive or negative.) No covenants can lead to a loss of property value depending on how the neighborhood is developed.

5. Involve Park County to a greater or lesser extent in establishing an RSID (Rural Special Improvement District), whereby they maintain all or only certain portions of our roads, such as only the paved road in North and/or South. In this scenario, the County would charge an additional amount on our property taxes, and monies collected would be set aside exclusively for road maintenance.

Pro: Since monies are collected via property taxes, it would be a reliable source of revenue. The Association could still charge assessments for administration and some level of road maintenance beyond what is handled by the County.

Con: The Association may not have as much control over determining when a road is maintained such as gravel and grading, chipsealing asphalt, and/or plowing in the winter. There is also no guarantee that the County would agree to do this.

6. Completely dissolve the association and attempt to form a new one by voluntary opt-in.

Pro: This would be a chance to start over with a new organization and set of governing documents.

Con: Because it is voluntary, its success would depend on all members voluntarily joining the new association. This aspect could be highly problematic, since after being cut loose from any obligations, it is likely that very few would choose to opt-in. Therefore, those that opted-in would carry the burden for those that did not.

7. Restructure North and South into separate associations. In this scenario, the governing documents would apply to each association exactly as-is, and then each association would be able to amend their particular governing documents to best suit their needs.

Pro: This may allow management to be less cumbersome due to the smaller size of each association, and help to reduce administrative costs since tasks could be more easily handled by volunteers.

Con: A smaller association means less borrowing capacity for items like paving and maintaining common areas (should the need for a loan arise.) Issues such as delinquent accounts, the paving loan, and common-use land would need to be addressed.

8. Change from our current Not-for-Profit structure to an LLC or other business structure.

Pros: None.

Cons: Same liabilities as a non-profit with the addition of having to pay taxes on the assessments collected.

These are the ideas that have been brought to the Board to date. Perhaps other members have different ideas, or will share their thoughts on other pros and cons of the aforementioned ideas. This is the brainstorming part of this endeavor. Hopefully the members can take the brainstorming further and work together to come to an agreement on which direction to take at the meeting on Monday, July 21 at 7:00 p.m.

2014-08-11_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

August 11, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:00 pm at St. John's Church
   PRESENT: Dan Kehoe (President), Alyssa Allen (Vice President), Janice McCann (Treasurer), Charlotte Mizzi, (Secretary), Sheridan Stenberg, Robert Wallace (aka Robert W.), Ross Brunson, Robert Branson (aka Robert B.), Paul Rantallo, Gerald Dubiel.
   ABSENT: Laura Boise, Scott McBride.
   Landowners: Jim & Dawn Finkler, Linda Ulrich, Jeff & Jerry Ladewig, Chris Williams, Claudette Dirkers, Daniel & Valery O'Connell, Marjorie Lombard, Donna Lash-Andersen.

2. **Set Agenda**

3. **Approve Meeting Minutes** – July 14, July 21, 2014
   Motion: Alyssa motioned and Sheridan seconded to approve the July 14, 2014 minutes.
   Motion carried unanimously.
   Approval of the July 21 minutes was tabled until next meeting.

4. **Visiting Landowner Input Period**
   Jim Finkler was concerned about the use of Bradford Way, and acknowledged this item was already on the agenda. Jeff Ladewig commented on some landowners not knowing what are private or GLA roads. Linda Ulrich inquired about where to find the road information of primary, secondary and tertiary roads.

5. **Officer and Committee Reports**
   5.1 President's Report – DK
   5.1.1 Review of July 21st Special Meeting, Input Received from Members
   Dan commented on the options: No one likes the option of things staying as they are. He noted that even though no one likes that option, if we don't find a way to move forward that a majority approves of, then that remains the default position. What the Board is looking to do is start to streamline and bring items to the membership to review the Bylaws, Covenants and Master Plan—taking a balanced approach reducing the areas that the organization is responsible for and still have a structure that maintains property values. The Board will not be trying to get members to vote on any major changes to the governing documents. Our experience bringing things to the membership to vote on is that anything more than a conservative, well-reasoned change does not get accepted, because people bought their property with a certain set of rules and they aren't looking for radical departure. Arbitration is not an option since all landowners would need to vote for it and already some landowners have said they would not agree to binding arbitration. Mediation is always an option to use. The process for change will not be rapid and will need a lot of step by step consensus building.

   5.1.2 Meeting Conduct Policy Tabled.

   5.2 Vice President's Report - AA
   5.2.1 Office Space Rental with Marjorie Lombard
   Discussion regarding renting an office area from Marjorie Lombard. Marjorie commented on the rental agreement and questioned the requirement of a one million dollar Insurance Policy and how much such a policy would cost. She also expressed that she would only want the Board to have access to the office space. Marjorie stated that she did not want the sublease provision to be included in the rental agreement. The Board stated that they will look into the insurance policy and were willing to pay $20 extra per month to share the cost for internet access.

5.2.2 Review of Duties and Tasks

Alyssa reviewed a number of ongoing duties and tasks that were being performed by Minnick, herself, volunteers and contractors. She expressed how she was not going to be able to handle all of these things and they need to be delegated to others, although she would continue helping with litigation related matters. Janice said that she will handle financial and liability concerns. Regarding general management and operations, Ross said that software can be used for some aspects of this but not everything. Robert B. said that we need to prioritize and limit what the association does. Other Board members suggested setting a standard for volunteers as well as an infrastructure for them to work with.

5.2.3 Proposal to hire administrative employee

Alyssa noted that she will not be available for the close to full time level that it has taken her to fulfill board obligations and that the organization needs to set up a way to fulfill the tasks and duties. The Board reviewed the tasks and duties list to see what board members could take on and what would need to be done by an administrative assistant. Discussion continued on how to streamline tasks and duties. Ross recommended using tracking software to reply to e-mail communication that comes into the info account within 24 to 48 hrs. Complex questions might take a longer time. Dan suggested that committee chairs will take on tasks relating to their area and look into what volunteers can do. Denise can help with some of the tasks for the next 3 months, and can be the main person to disseminate materials to committee chairs. With regards to the newsletter, Robert W. said that each committee chair can submit material. He also recommended that his wife can put it together as a volunteer. Robert B. said that someone has to establish timelines. Charlotte can coordinate a 24 hr. meeting notice. Sheridan said we need to re-instate a complaint committee. The communication committee will handle complaints for now. Charlotte, as Secretary, will track phone meetings.

5.3 Treasurer's Report – JM

5.3.1 Budget Variance, Check & Deposit

Janice reported that the GLA's funds have been transferred from the Bozeman bank to our accounts at Bank of the Rockies. The Treasurer's reports were tabled until the next meeting.

5.4 Collections Committee – JM

No report at this time.

5.5 Road & Weed Management Committee Report - RW/SS

Robert B. went over the need for crack sealing on the different paved roads and the critical timing to do it in 2014. Robert W. reported the bid he received for the cost to crack seal paved roads in both North and South is $24,898 which is about $1.00 per lineal ft. Robert outlined how there are two options (1) use $24,898 and do the work all at once this fall or (2) divide the work to be done into 3 years which would cost about $8,300 per year for each of those years. Charlene Murphy commented that $29,000 set aside for road emergencies could be used for any road activity. **Motion**: Robert B. moved and Robert W. seconded that the Board reallocate $20,000 from the litigation fund to the road fund for crack sealing and pull the remainder $5,000 from the emergency road fund and the total to be given for doing all of the crack seal this Fall for both North and South Glastonbury. In the discussion that followed, Robert W. pointed out that due to the difference of more road being fixed in North, it would be offset by either snow plowing

or road maintenance that would be done in South. Charlene gave figures of historical differences between what has been done. **Motion Passed Unanimously.** Robert W. reported that Ed Shilling sent an invoice for weed spraying in the amount of $2,094.

5.6 Election Committee – SS

5.6.1 Preparations & Mailing Schedule for Annual Meeting/Elections
Sheridan said that the nomination mailing will go out the last week of August. Nominees will have until the end of September to turn in their forms.

5.7 Governing Document Committee Report – Chad Stone

Chad was not present, no report given.

5.8 Project Review Committee Report - GD/ Robert B

5.8.1 Lot 40-A (SG) – Wallace House/Driveway/Septic Project Review
The Board reviewed the plans and Gerald reported that the setbacks are being met. **Motion:** Alyssa moved and Sheridan seconded to approve the house/driveway/septic application on Lot 40-A SG with the condition that all disturbed land be reseeded, the necessary permits be obtained. **Motion carried. (2 abstentions: Robert W. and Paul)**

5.8.2 Lot 40-D (SG) – Wallace Well Project Review
The Board reviewed the application and Gerald confirmed that the setbacks were met. **Motion:** Gerald moved and Janice seconded to approve the Well application for Lot 40-D SG with the condition that disturbed land be reseeded. **Motion carried. (1 abstention: Robert W.)**

5.8.3 Lot 36-E (SG) – Rolf/Montana Shed Project Review
The Board reviewed the application and Gerald confirmed that the setbacks were met. **Motion:** Gerald moved and Ross seconded to approve the Shed application for Lot 36-E SG with the condition that all disturbed land be re-seeded. **Motion carried unanimously.**

5.8.4 Parcel 103 (SG) – Heinz Play House Project Review
The Board reviewed the application and Gerald confirmed that the setbacks were met. **Motion:** Gerald moved and Paul seconded to approve the Play House application for Parcel 103 SG. **Motion carried unanimously.**

5.9 Communication Committee Report – AA/Robert B.

5.9.1 Document Request Form – AA
Alyssa presented a draft form to be used for document requests that would go on the website or be available by request. The form helps the association stay within the requirements of the law. The form is based on input from the attorneys. **Motion:** Sheridan moved and Gerald seconded to approve the "Document Request Form" pending lawyer review and input. **Motion carried unanimously.** Valery O'Connell commented that the Board's action of approving the document request form without landowner input - and she had her hand raised - is why the association gets sued. Alyssa commented that maybe the Board should put the money intended for crack sealing back in the legal fund. Valery commented that they do not take lawsuits lightly and neither should the Board.

5.10 Website Committee Report – Ross

Ross stated that he had been posting the latest news, board meeting and agenda

information, the Q&A from the attorney on the website and updated the Calendar of Events. He reported on people who can't attend asking to hear the board meetings over a conference call, and that in order to do that we would have to invest in a better communications device than just a simple speaker phone. Scott and Ross are researching options and will make some recommendations. This leads to needing a records retention policy in order to determine how long we keep meeting recordings. People have asked for replays of the board meetings which is possible by posting the meeting recording to an unlinked webpage. Dial-in would be live, but listen only. He is also beginning to put up committee pages to improve communications and updates.

6. UNFINISHED BUSINESS

6.1 Lot 39-E (SG) – Complaint – AA

It was reported that the landowner Dave Smith, is negotiating to sell the property to the lessee or he will not be renewing the lease at the end of October. He is willing to make it right, we just need more time is needed to work things out and then follow-up.

6.2 Story Ranch Access and Use of Bradford Way – RW

Robert W. recapped the history of how the Board gave approval to the Story's to use the GLA roads in 2008 due to a flood to access their property. This access was only granted for one year and they were to pay an assessment. It was reported that the Story's continued using the GLA roads to access their property for the last 3 years. A letter had been sent out by the Board in May 2014 stating that they no longer had permission to use GLA roads to access their property. No answer had been was received from the Storys and there was no personal contact made with them by a Board member. Jim Finkler, who lives on Bradford Way at the end of Taurus Road, said the roads in his subdivision were never maintained by the GLA. The Board explained that the GLA is not responsible for private roads within a subdivision. Robert B. said that a lot of the GLA's road money goes to the paved and main roads that all residents use to access their subdivisions. Currently, the GLA does not have enough money to maintain private subdivision roads. Robert W. will pursue getting in contact with the Story's.

6.3 Proposal to Purchase Omni-directional Conference Phone – SM Tabled.

6.4 Development of e-mail policy, member records privacy policy – CM

Charlotte is planning to have a summary for the next meeting.

7. NEW BUSINESS

8. Comment Period for Visiting Landowners

Charlene Murphy commented on the process regarding changes for the GLA governing docs. Daniel O'Connell talked about the July 21st special meeting and about the lawsuits and commented that the GLA attorneys and Board are causing so much trouble but we don't see it. He asked if the Board had read the summary motion the GLA attorneys had recently filed and commented that the Board was individually responsible for the lies that were in it. He commented that there are defamations (#16) in the motion and rhetorically asked if the Board wanted another lawsuit.

9. Closed Session

9.1 Discussion of lawsuits – Board.

10. Meeting Adjourned at 10:52 p.m.

2014-08-11_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 11, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – July 14; July 21, 2014

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK (7 min)
     - 5.1.1 Review July 21st Special Meeting, Input Received from Members
     - 5.1.2 Meeting Conduct Policy
   - 5.2 Vice President's Report – AA (5 min)
     - 5.2.1 Office Space with Marjorie Lombard
     - 5.2.2 Review of Duties and Tasks
     - 5.2.3 Proposal to hire administrative employee
   - 5.3 Treasurer's Reports – JM (5 min)
     - 5.3.1 Budget Variance, Check & Deposit
   - 5.4 Collection Committee – JM (2 min)
   - 5.5 Road and Weed Mgmt Committee Report – RW/SS (5 min)
   - 5.6 Election Committee – SS
     - 5.6.1 Preparations & Mailing Schedule for Annual Meeting/Elections – SS (2 min)
   - 5.7 Governing Document Committee Report – Chad Stone (1 min)
   - 5.8 Project Review Committee Report – GD/Robert B. (5 min)
     - 5.8.1 Lot 40-A (SG) – Wallace House/Driveway/Septic Project Review
     - 5.8.2 Lot 40-D (SG) – Wallace Well Project Review
     - 5.8.3 Lot 36-E (SG) – Rolf/Montana Shed Project Review
     - 5.8.4 Parcel 103 (SG) – Heinz Play House Project Review
   - 5.9 Communication Committee Report – AA/Robert B.
     - 5.9.1 Document Request Form – AA (1 min)
   - 5.10 Website Committee Report – Ross (1 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Lot 39-E (SG) – Complaint – AA (2 min)
   - 6.2 Story Ranch Access and Use of Bradford Way – RW (2 min)
   - 6.3 Proposal to Purchase Omni-directional Conference Phone – SM (2 min)
   - 6.4 Development of e-mail policy, member records privacy policy – CM (2 min)

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

9. **Closed Session**
   - 9.1 Discussion of lawsuits – Board

10. **Adjournment**

11. **Next Board Meeting: September 15, 2014 – Details TBD**

5:30 PM
08/11/14
Cash Basis

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through July 2014

	Jan - Jul 14	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
109 · Land Assessments 2012	1,027.69			
110 · Land Assessments 2013	3,254.27			
111 · Land Assessments 2014	56,317.28	63,000.00	-6,682.72	89.4%
119 · Dwelling Assessments 2012	317.80			
120 · Dwelling Assessments 2013	2,708.18			
121 · Dwelling Assessments 2014	37,102.89	44,000.00	-6,897.11	84.3%
150 · Golden Age Village Income	4,679.50	9,359.00	-4,679.50	50.0%
170 · Finance Ch Income- Past Due Ass	2,475.77			
171 · 5% Penalty Income	374.56			
180 · 2009 Chip Seal Assessment	57.86			
190 · Discounts Given	-191.00			
Total 100 · Parcel Assessment Fees	108,124.80	116,359.00	-8,234.20	92.9%
200 · Project Impact Fees				
201 · Application Fees	81.17			
210 · Structure Impact Fees	374.10			
220 · Road/Driveway Impact Fees	75.00			
Total 200 · Project Impact Fees	530.27			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	112.90			
450 · Donation Income	-684.75			
Total 400 · Other Gen Fund Income	-571.85			
Total Income	108,083.22	116,359.00	-8,275.78	92.9%
Gross Profit	108,083.22	116,359.00	-8,275.78	92.9%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	3,305.50	4,000.00	-694.50	82.6%
1011 · Equipment Rental	950.00			
1013 · Sand	37.50	500.00	-462.50	7.5%
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,374.30	4,300.00	-925.70	78.5%
1018 · Benefits & Other Payroll Costs	5.52			
1018a · Payroll Software	280.00	280.00	0.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	-220.00	0.0%
1019a · Employ.Practice Liability Ins.	1,085.00			
1015 · Payroll Costs - Other	340.00			
Total 1015 · Payroll Costs	5,084.82	4,800.00	284.82	105.9%

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through July 2014

	Jan - Jul 14	Budget	$ Over Budget	% of Budget
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	-382.00	64.6%
1024 · Truck #2 (93 DODGE) Maintenance	1,676.35	3,000.00	-1,323.65	55.9%
1025 · Fuel	1,118.74	2,000.00	-881.26	55.9%
1026 · Wages Truck Maintenance	615.00			
Total 1020 · Equipment Costs	4,108.09	6,080.00	-1,971.91	67.6%
Total 1000 · Snow Removal	13,485.91	15,380.00	-1,894.09	87.7%
1030 · Roads & Weeds				
1031 · Contracted Weed Control	0.00	2,500.00	-2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,600.00	-1,600.00	0.0%
1035 · Contract BiAnnual Grade/Grvl-NG				
1035a · Aquarius Lane	95.00			
1035b · Aries Drive	308.00			
1035c · Capricorn Drive	308.00			
1035f · Gemini Road	441.34			
1035i · Orion Way	753.90			
1035j · Pisces Way	95.00			
1035k · Sirius Drive	1,916.93			
1035l · Taurus Road	1,547.33			
1035m · Venus Way	95.00			
1035n · Mercury Lane	115.00			
1035 · Contract BiAnnual Grade/Grvl-NG - ...	241.11	15,500.00	-15,258.89	1.6%
Total 1035 · Contract BiAnnual Grade/Grvl-NG	5,916.61	15,500.00	-9,583.39	38.2%
1036 · Contract BiAnnual Grade/Gvl-SG				
1036b · Arcturus Drive	2,680.00			
1036g · Hercules Road	6,378.75			
1036h · Polaris Way	458.00			
1036i · Sagittarius Place	400.00			
1036k · Scorpio Way	770.00			
1036 · Contract BiAnnual Grade/Gvl-SG - Ot...	26.79	15,500.00	-15,473.21	0.2%
Total 1036 · Contract BiAnnual Grade/Gvl-SG	10,713.54	15,500.00	-4,786.46	69.1%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	-1,000.00	0.0%
1045 · Signs, Posts & Snowfence	437.40			
1046 · Insurance - Roads/Common Land	5,375.16	5,500.00	-124.84	97.7%
1050 · Other Road Costs	269.50			
1030 · Roads & Weeds - Other	0.00	0.00	0.00	0.0%
Total 1030 · Roads & Weeds	22,712.21	41,600.00	-18,887.79	54.6%

GLA 03331

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through July 2014

	Jan - Jul 14	Budget	$ Over Budget	% of Budget
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	199.75	500.00	-300.25	40.0%
1230 · Lawn Mowing/Gas	0.00	150.00	-150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	-250.00	0.0%
Total 1200 · Parkland/Recreation Center	199.75	900.00	-700.25	22.2%
1300 · Litigation				
1310 · Legal Costs - O'Connell	175.00	13,300.00	-13,125.00	1.3%
1311 · Document Production	966.45			
Total 1300 · Litigation	1,141.45	13,300.00	-12,158.55	8.6%
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	-725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	-725.00	0.0%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	-605.00	61.5%
2010 · Admistration Costs - Contracted	14.98			
2011 · Bank Charges	34.50			
2012 · Credit Card Fees	36.16			
2013 · Collection Costs	1,092.40			
2016 · Insurance - Board Liability	1,609.20	3,000.00	-1,390.80	53.6%
2017 · Legal Fees-General Advice	1,942.50	1,000.00	942.50	194.3%
2018 · Licenses & Annual Reporting	65.00	70.00	-5.00	92.9%
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	13,200.25	22,629.00	-9,428.75	58.3%
2025 · Miscellaneous	736.24	500.00	236.24	147.2%
2030 · Newsletter Costs	184.98	0.00	184.98	100.0%
2050 · Office Supplies	289.60	1,400.00	-1,110.40	20.7%
2051 · Procedures & Documents	0.00			
2052 · Postage & Shipping	1,047.82	1,200.00	-152.18	87.3%
2055 · Printing & Copies	898.74	850.00	48.74	105.7%
2060 · Rent - Facilities	635.00	630.00	5.00	100.8%
2062 · Rent - PO Box & Safe Dep Box	75.00	60.00	15.00	125.0%
2065 · Software - SharePoint	17.90	20.00	-2.10	89.5%
2066 · Software - Dropbox	59.94			
2070 · Taxes - Property	0.00	325.00	-325.00	0.0%
2080 · Telephone & Messaging	109.65	180.00	-70.35	60.9%
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	-450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	-84.39	39.7%
Total 2090 · Website Costs	55.61	590.00	-534.39	9.4%
Total 2000 · Overhead/Admin Costs	23,360.47	34,025.00	-10,664.53	68.7%

GLA 03332

Glastonbury Landowners Association
Profit & Loss Budget vs. Actual
January through July 2014

	Jan - Jul 14	Budget	$ Over Budget	% of Budget
3000 · Annual Meeting Costs				
3015 · Annual Mtg Postage	0.00	450.00	-450.00	0.0%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	-250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	-75.00	0.0%
3030 · Annual Mtg Printing & Copies	0.00	600.00	-600.00	0.0%
Total 3000 · Annual Meeting Costs	0.00	1,375.00	-1,375.00	0.0%
Total Expense	60,899.79	107,305.00	-46,405.21	56.8%
Net Ordinary Income	47,183.43	9,054.00	38,129.43	521.1%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	41.49	80.00	-38.51	51.9%
Total Other Income	41.49	80.00	-38.51	51.9%
Other Expense				
6000 · Interest Expense	2,657.60	6,128.00	-3,470.40	43.4%
Total Other Expense	2,657.60	6,128.00	-3,470.40	43.4%
Net Other Income	-2,616.11	-6,048.00	3,431.89	43.3%
Net Income	**44,567.32**	**3,006.00**	**41,561.32**	**1,482.6%**

Glastonbury Landowners Association
Profit & Loss YTD Comparison
July 2014

	Jul 14	Jan - Jul 14
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
109 · Land Assessments 2012	174.95	1,027.69
110 · Land Assessments 2013	163.54	3,264.27
111 · Land Assessments 2014	2,332.79	56,317.28
119 · Dwelling Assessments 2012	48.79	317.80
120 · Dwelling Assessments 2013	95.75	2,708.18
121 · Dwelling Assessments 2014	1,711.52	37,102.89
150 · Golden Age Village Income	0.00	4,679.50
170 · Finance Ch Income- Past Due Ass	587.68	2,475.77
171 · 5% Penalty Income	0.00	374.56
180 · 2009 Chip Seal Assessment	57.86	57.86
190 · Discounts Given	-95.50	-191.00
Total 100 · Parcel Assessment Fees	5,077.38	108,124.80
200 · Project Impact Fees		
201 · Application Fees	25.00	81.17
210 · Structure Impact Fees	240.00	374.10
220 · Road/Driveway Impact Fees	75.00	75.00
Total 200 · Project Impact Fees	340.00	530.27
400 · Other Gen Fund Income		
401 · Lien Fees Paid	1.83	112.90
450 · Donation Income	1,301.60	-684.75
Total 400 · Other Gen Fund Income	1,303.43	-571.85
Total Income	6,720.81	108,083.22
Gross Profit	6,720.81	108,083.22
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal	178.00	3,305.50
1011 · Equipment Rental	0.00	950.00
1013 · Sand	0.00	37.50
1015 · Payroll Costs		
1016 · Wages Paid Snow	0.00	3,374.30
1018 · Benefits & Other Payroll Costs	0.00	5.52
1018a · Payroll Software	0.00	280.00
1019a · Employ.Practice Liability Ins.	1,085.00	1,085.00
1015 · Payroll Costs - Other	0.00	340.00
Total 1015 · Payroll Costs	1,085.00	5,084.82
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	0.00	698.00
1024 · Truck #2 (93 DODGE) Maintenance	0.00	1,676.35
1025 · Fuel	0.00	1,118.74
1026 · Wages Truck Maintenance	0.00	615.00
Total 1020 · Equipment Costs	0.00	4,108.09
Total 1000 · Snow Removal	1,263.00	13,485.91

Glastonbury Landowners Association
Profit & Loss YTD Comparison
July 2014

	Jul 14	Jan - Jul 14
1030 · Roads & Weeds		
1035 · Contract BiAnnual Grade/Grvl-NG		
1035a · Aquarius Lane	0.00	95.00
1035b · Aries Drive	0.00	308.00
1035c · Capricorn Drive	0.00	308.00
1035f · Gemini Road	0.00	441.34
1035i · Orion Way	0.00	753.90
1035j · Pisces Way	0.00	95.00
1035k · Sirius Drive	0.00	1,916.93
1035l · Taurus Road	0.00	1,547.33
1035m · Venus Way	0.00	95.00
1035n · Mercury Lane	0.00	115.00
1035 · Contract BiAnnual Grade/Grvl-NG - ...	0.00	241.11
Total 1035 · Contract BiAnnual Grade/Grvl-NG	0.00	5,916.61
1036 · Contract BiAnnual Grade/Gvl-SG		
1036b · Arcturus Drive	0.00	2,680.00
1036g · Hercules Road	0.00	6,378.75
1036h · Polaris Way	0.00	458.00
1036i · Sagittarius Place	0.00	400.00
1036k · Scorpio Way	0.00	770.00
1036 · Contract BiAnnual Grade/Gvl-SG - Ot...	0.00	26.79
Total 1036 · Contract BiAnnual Grade/Gvl-SG	0.00	10,713.54
1045 · Signs, Posts & Snowfence	0.00	437.40
1046 · Insurance - Roads/Common Land	5,375.16	5,375.16
1050 · Other Road Costs	0.00	269.50
Total 1030 · Roads & Weeds	5,375.16	22,712.21
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	76.75	199.75
Total 1200 · Parkland/Recreation Center	76.75	199.75
1300 · Litigation		
1310 · Legal Costs - O'Connell	0.00	175.00
1311 · Document Production	966.45	966.45
Total 1300 · Litigation	966.45	1,141.45
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees	0.00	966.00
2010 · Admistration Costs - Contracted	14.98	14.98
2011 · Bank Charges	2.50	34.50
2012 · Credit Card Fees	0.00	36.16
2013 · Collection Costs	0.00	1,092.40
2016 · Insurance - Board Liability	0.00	1,609.20
2017 · Legal Fees-General Advice	525.00	1,942.50
2018 · Licenses & Annual Reporting	0.00	65.00
2019 · Lien Filing Costs	0.00	289.00
2020 · Management Expense	0.00	13,200.25
2025 · Miscellaneous	0.00	736.24
2030 · Newsletter Costs	77.98	184.98
2050 · Office Supplies	-25.40	289.60
2051 · Procedures & Documents	0.00	0.00
2052 · Postage & Shipping	0.00	1,047.82
2055 · Printing & Copies	0.00	898.74
2060 · Rent - Facilities	75.00	635.00
2062 · Rent - PO Box & Safe Dep Box	0.00	75.00
2065 · Software - SharePoint	0.00	17.90
2066 · Software - Dropbox	0.00	59.94
2080 · Telephone & Messaging	14.95	109.65

Glastonbury Landowners Association
Profit & Loss YTD Comparison
July 2014

	Jul 14	Jan - Jul 14
2090 · Website Costs		
2092 · URL & Domain Fees	0.00	55.61
Total 2090 · Website Costs	0.00	55.61
Total 2000 · Overhead/Admin Costs	685.01	23,360.47
Total Expense	8,366.37	60,899.79
Net Ordinary Income	-1,645.56	47,183.43
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank	0.00	41.49
Total Other Income	0.00	41.49
Other Expense		
6000 · Interest Expense	0.00	2,657.60
Total Other Expense	0.00	2,657.60
Net Other Income	0.00	-2,616.11
Net Income	**-1,645.56**	**44,567.32**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

September 15, 2014

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:10 pm at St. John's Church

   PRESENT: Dan Kehoe (President), Alyssa Allen (Vice President), Janice McCann (Treasurer), Charlotte Mizzi, (Secretary), Sheridan Stenberg, Robert Wallace (aka Robert W.), Ross Brunson, Robert Branson (aka Robert B.), Paul Rantallo.
   ABSENT: Laura Boise, Gerald Dubiel, Scott McBride.
   Landowners: Debbie DeGraff, Victoria Osborne, Pouwel Gelderloos, Linda Ulrich, Chris & Ia Williams, Tim Brockett, Walter & Regina Wunsch, Donna Lash Anderson, Svend Anderson, Charlene Murphy, Daniel & Valery O'Connell, Claudette & Micah Dirkers, William Smith, Fred Morsell, Keenan Mitchem, Sue Dougherty, Mark Seaver, Sally Muto, Kristina & Bob Sones, George Larsen, Irena & Jacob Meijer.

2. **Set Agenda**

3. **Approve Meeting Minutes** – July 21, July 25, August 11, 2014 - Tabled till next meeting

4. **Visiting Landowner Input Period**
   Some members of the Governing Documents Committee expressed the need for the survey to be updated and sent out to members ASAP. Charlene Murphy pointed out that in our next Newsletter mailing we could inform landowners that the survey can be taken online, but those who need a hardcopy can specially ask for one to be mailed to them.

5. **Officer and Committee Reports**
   5.1 President's Report – DK
   5.1.1 Noting Actions by Written Consent
   Motion 1: Alyssa moved that the GLA rent unit 6, 10 Liberty Lane in North Glastonbury as described in the Rental Agreement between the GLA and Carmen Bocanegra at the rate of $200 per month, and pro-rated at $7 per day on a month-to-month basis. Scott seconded the motion. 10 voted in favor (Alyssa, Scott, Paul, Robert W., Janice, Robert B., Gerald, Ross, Sheridan and Daniel); 2 did not vote (Laura and Charlotte). **Motion carried.**
   Motion 2: Alyssa moved that the GLA enter into a 90-day trial (money-back-guaranteed) period in order to implement and test the "Community Edition" of AssociationVoice's Web-based management tool using live data, in an attempt to confirm that the product will assist in helping to meet our Assocation's management needs. Ross seconded the motion. 10 voted in favor (Alyssa, Charlotte, Scott, Robert W., Janice, Robert B., Gerald, Ross, Sheridan and Daniel); 2 did not vote (Laura and Paul). **Motion carried.**

   5.1.2 Next steps of Governing Documents
   Daniel mentioned that the board could move forward by asking the landowners questions via Survey Monkey and by mail for those who are not online. Ia Williams expressed that the survey developed by the Governing Document Committee is obsolete.
   ACTION ITEM: Daniel to contact Chad Stone to see if he is interested in continuing to chair the committee.

   5.2 Vice President's Report - AA
   5.2.1 Office Space Rental
   Alyssa reported that unit 6 at 10 Liberty Lane was satisfactory as an office space, and the rent is $200 per month. There is an option to share internet access with

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another resident so we could pay half the cost. The approval to rent the space was voted on by e-mail as described in the President's report.

5.3 Treasurer's Report – JM

5.3.1 Budget Variance, Check & Deposit

Janice presented the Treasurer's reports. **Motion:** Sheridan moved to approve the Treasurer's reports, Ross seconded. **Motion Carried Unanimously**.

5.4 Collections Committee – JM

Janice gave a report of properties with liens, and how she has been contacting delinquent accounts. New payment plans are being setup. Ross pointed out how we could develop a more general way to engage delinquent accounts. Daniel pointed out that many landowners have expressed how the interest rate charged according to the Covenants should be reduced to a more reasonable rate.

Janice reported that CUT still owns a retainer interest in four properties that still have years remaining in their leases. These properties owe back real estate taxes and GLA dues. The Church is interested in working with the owners to have outstanding bills brought up-to-date, or in taking back and selling the properties. Two of the properties are expected to be settled within nine months. They can pay outstanding dues when the property is sold. CUT was looking for a reduction in the interest and penalties that have accrued on the properties if they were to take them back. The board discussed the need to treat the Church the same as any other landowner by having them negotiate a payment plan for the past due assessments and penalties.

ACTION ITEM – Daniel to respond to the Church with the Board's direction.

5.5 Budget Committee - JM

Janice presented a Mock Budget for 2015 which the Board reviewed.

5.6 Road & Weed Management Committee Report - RW/SS

The board and landowners discussed crack sealing for pavement in North and South. Daniel reported on his conversation with Gerard Lambert, a landowner who is an asphalt contractor in Canada, on his recommendations on the road repair, and that routing should be done prior to crack sealing, and that it is not worthwhile to crack seal "alligatoring" pavement because this shows the road base is already breaking down. Daniel pointed out that we would need to obtain permission from the County prior to cracksealing Dry Creek which is a County Road.

Walter Wunsch said he was surprised that a decision was made to crack seal at the August board meeting, and although he does not have anything against crack sealing he takes issue on the timing of having it done this year, given our current finances. According to the County engineer and landowner Michael Rosa (who is a highway engineer for California) there is not an emergency need to perform crack sealing. The alligator situation is more prevalent in SG that causes potholes. Walter pointed out that the County has been responsive by repairing potholes on Dry Creek shortly after he contacted them. There are more urgent and important issues such as putting gravel on High South roads. We need to look further into forming an RSID with Park County.

William Smith spoke of his credentials as a civil engineer and his years as head of the Road Committee when he was on the Board. Damage to asphalt occurs due to freezing and thawing cycles caused by weather changes. Crack sealing helps the water to flow off the road rather than getting caught in the cracks. Another chip sealing operation is going to be needed. There was a 5-year plan for chip sealing. Spalling is created on the edges of the road when the shoulder does not support the side of the road. William also discussed how the County was interested in RSID and maintenance agreements. The roads in Glastonbury are private roads with the exception of Dry Creek. (Walter made a comment

that he talked to a lawyer and said Hercules is a public road up to the point of the water fall where the easement begins to Forest Service land.) William said the private roads can maintain their status even with an RSID. Regarding crack sealing with or without routing, William said that no routing was done before. Robert W. said that crack sealing without routing is adequate for private roads according to contractors he spoke with.

Pouwel Gelderloos said that there are two ways to do it: first routing, then put sand and a composite material that expands and contracts. The second method is to use a machine to heat the road bed and then put the composite material, and outside temperatures are not as big a factor. Paul commented that the synthetic composite is heated to 450 degrees.

Sheridan said that the RSID is not to our benefit. We need to keep up our roads ourselves and not depend on the County since their standards are not up to par. When we retire the paving loan of $30,000 we can continue with the 5-year plan to chip seal.

Robert W. mentioned that in 2016 we will have the money to chip seal.

Janice said that we also need to look at the gravel roads especially in high south. We need to have a strategy for maintaining the gravel roads. We might need to have an assessment increase or a special assessment.

Robert W. said that we are putting a lot of gravel on the roads.

Valery O'Connell said the priority, according to our covenants, is to spend money on the roads. We do not need $30,000 for the lawsuits.

Regina Wunsch said that we need to continue to keep the money already designated set aside, otherwise the budget we are planning to follow is at risk if we needed lawsuit funds. Regina compared north and south expenditures for the roads and said that there is not enough money to cover potential winter road expenses and legal expenses. Last year the funds for lawsuits came out of the roads. The weather factors have a lot to do with the availability of the money. We will need a special assessment for the crack sealing.

Tim Brockett said we need money for the lawsuits. The "Glastonbury Landowners for Positive Change" met on Sept. 11th and said that they recommend splitting North and South. Hold off on the crack sealing and look at other options.

Ia Williams asked why an important decision like this is not being put to the landowners for a vote. Daniel explained how our Bylaws dictate that the Board makes these decisions. Robert W. said that the crack sealing decision was not done in a rush. Walter Wunsch said he was on vacation and all the discussions on crack sealing with the Road Committee were exploratory, but needs to go to the greater community for a decision.

Ross said it looks like we need to raise funds. Regina Wunsch said we need to hold off till next year. Ross said right now we can get a good deal with the contractor. Janice said we can rebuild our finances when CUT clears up the four lease-for-years properties. Robert B. said we can come to a compromise and do some of the most needed work now. It is a different weather cycle and getting colder earlier. Walter Wunsch said Park County will fix Dry Creek road when the condition becomes dangerous, the alligator cracks can wait till next year, and the County doesn't think it is an emergency right now. Debbie DeGraff said that based on the amount of questions and uncertainty we need to wait until we have more input from people. We should not spend money on County Roads unless it is really necessary. There should not be any special consideration for people who owe assessments.

Robert W. said the County will not pay to crack seal Dry Creek Road. William Smith said crack sealing prices depend on oil prices and the prices right now are pretty good because oil prices are low. We do not know what the price will be next year. Charlene Murphy asked how about having one board and separate road committees. Is there another way to look at the roads according to the needs of North and South. Valery O'Connell said there is no guarantee that oil prices will go down and we should take

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advantage of the price. Claudette Dirkers read a statement made by attorney Alanah Griffith regarding how we pursue the collection of past due amounts on liened properties based on the wording in our Covenants. Robert W. said he is in favor of doing the cracking sealing now. Alyssa said that we should not include the crack sealing of Dry Creek Road as part of the contract.
Motion: Robert W. moved that the GLA go back to the crack sealing contractor to see if he would honor the price of $1.00 per linear ft. to do only the 3.4 miles of NG roads. If he does not honor the price, then he will go back to the Board and have a phone conference and reconsider the decision. Sheridan seconded the motion. **Motion Passed Unanimously.**

5.7 Election Committee – SS
Sheridan reviewed that the cut-off date for nominations is Sept. 28th. The next mailing will be early October.

5.8 Project Review Committee Report - GD/ Robert B

5.8.1 Lot 47-B NG Dodd House Project Review
Alyssa reviewed the application and mentioned that Gerald had confirmed the setbacks had been met. **Motion:** Alyssa moved and Janice seconded to approve the house application on Lot 47-B NG with the condition that all disturbed land be reseeded, the necessary permits be obtained, and the existing manufactured home be removed upon completion of the new dwelling. **Motion carried unanimously.**

5.8.2 Lot 41-D SG Larsen Deck Project Review
Alyssa reviewed the application and reported that Gerald confirmed that the setbacks were met. **Motion:** Alyssa moved and Robert B. seconded to approve the Deck application for Lot 41-D SG with the condition that disturbed land be reseeded. **Motion carried unanimously.**

5.8.3 Parcel 72 SG Wunsch Garage Project Review
Alyssa reviewed the application and confirmed that the setbacks were being met. **Motion:** Alyssa moved and Charlotte seconded to approve the garage application for Parcel 72 SG with the condition that all disturbed land be re-seeded. **Motion carried unanimously.**

6. UNFINISHED BUSINESS
6.1 Lot 39-E (SG) – Complaint – AA Tabled.
6.2 Story Ranch Access and Use of Bradford Way – RW
ACTION ITEM: Robert W. to draft a letter to Rob and Colleen Story stating that they cannot use GLA roads without some kind of negotiation.
6.3 Proposal to Purchase Omni-directional Conference Phone – SM Tabled.
6.4 Development of e-mail policy, member records privacy policy – CM Tabled.

7. NEW BUSINESS

8. Comment Period for Visiting Landowners
None.

9. Closed Session
9.1 Discussion of lawsuits – Board Tabled.

10. Meeting Adjourned at 10:30 p.m.

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

September 15, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – July 21, July 25 & August 11, 2014

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK (5 min)
     - 5.1.1 Noting Actions by Written Consent
     - 5.1.2 Next steps on Governing Documents
   - 5.2 Vice President's Report – AA (2 min)
     - 5.2.1 Office Space Rental
   - 5.3 Treasurer's Reports – JM (2 min)
     - 5.3.1 Budget Variance, Check & Deposit
   - 5.4 Collection Committee – JM (10 min)
   - 5.5 Budget Committee – JM (10 min)
   - 5.6 Road and Weed Mgmt Committee Report – RW/SS (15 min)
     - 5.6.1 Crack sealing revisited with new information
   - 5.7 Election Committee – SS (3 min)
   - 5.8 Project Review Committee Report – GD/Robert B. (5 min)
     - 5.8.1 Lot 47-B NG Dodd House Project Review
     - 5.8.2 Lot 41-D SG Larsen Deck Project Review
     - 5.8.3 Parcel 72 SG Wunsch Garage Project Review
   - 5.9 Communication Committee Report – AA/Robert B. (3 min)
     - 5.9.1 John Brettschneider Communication
     - 5.9.2 Document Request Form
   - 5.10 Website Committee Report – Ross (2 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Lot 39-E (SG) – Complaint – AA (2 min)
   - 6.2 Story Ranch Access and Use of Bradford Way – RW (2 min)
   - 6.3 Proposal to Purchase Omni-directional Conference Phone – SM (2 min)
   - 6.4 Development of e-mail policy, member records privacy policy – CM (2 min)

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

9. **Closed Session**
   - 9.1 Discussion of lawsuits – Board

10. **Adjournment**

11. **Next Board Meeting: October 6, 2014 – Details TBD**

Glastonbury Landowners Association
Profit & Loss
August 2014

	Aug 14		Jan - Aug 14	
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
111 · Land Assessments 2014	0.00		75,683.75	
121 · Dwelling Assessments 2014	0.00		51,369.97	
150 · Golden Age Village Income	0.00		7,019.25	
170 · Finance Ch Income- Past Due Ass	0.00		15,554.73	
171 · 5% Penalty Income	0.00		9,087.25	
175 · Subdivision Waiver Asmnts	31.32		241.29	
180 · 2009 Chip Seal Assessment	-11.15		-1,147.84	
190 · Discounts Given	0.00		-191.00	
Total 100 · Parcel Assessment Fees		20.17		157,617.40
200 · Project Impact Fees				
201 · Application Fees	0.00		85.00	
210 · Structure Impact Fees	0.00		420.00	
220 · Road/Driveway Impact Fees	0.00		75.00	
Total 200 · Project Impact Fees		0.00		580.00
400 · Other Gen Fund Income				
401 · Lien Fees Paid	0.00		200.00	
450 · Donation Income	0.00		0.00	
Total 400 · Other Gen Fund Income		0.00		200.00
Total Income		20.17		158,397.40
Gross Profit		20.17		158,397.40
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	0.00		3,305.50	
1011 · Equipment Rental	0.00		1,300.00	
1013 · Sand	0.00		37.50	
1015 · Payroll Costs				
1016 · Wages Paid Snow	0.00		3,364.30	
1018 · Benefits & Other Payroll Costs	0.00		5.52	
1018a · Payroll Software	0.00		280.00	
1019a · Employ.Practice Liability Ins.	0.00		1,085.00	
1015 · Payroll Costs - Other	0.00		0.00	
Total 1015 · Payroll Costs		0.00		4,734.82
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	0.00		698.00	
1024 · Truck #2 (93 DODGE) Maintenance	0.00		1,676.35	
1025 · Fuel	0.00		1,118.74	
1026 · Wages Truck Maintenance	0.00		615.00	
Total 1020 · Equipment Costs		0.00		4,108.09
Total 1000 · Snow Removal		0.00		13,485.91
1030 · Roads & Weeds				
1031 · Contracted Weed Control		0.00		2,094.44
1035 · Contract BiAnnual Grade/Grvl-NG				
1035a · Aquarius Lane	0.00		95.00	
1035b · Aries Drive	0.00		308.00	
1035c · Capricorn Drive	0.00		308.00	
1035f · Gemini Road	0.00		441.34	
1035i · Orion Way	0.00		753.90	
1035j · Pisces Way	0.00		95.00	
1035k · Sirius Drive	0.00		1,916.93	
1035l · Taurus Road	0.00		1,547.33	
1035m · Venus Way	0.00		95.00	
1035n · Mercury Lane	0.00		115.00	
1035 · Contract BiAnnual Grade/Grvl-NG - Other	0.00		241.11	
Total 1035 · Contract BiAnnual Grade/Grvl-NG		0.00		5,916.61

Glastonbury Landowners Association
Profit & Loss
August 2014

	Aug 14	Jan - Aug 14
1036 · Contract BiAnnual Grade/Gvl-SG		
1036b · Arcturus Drive	0.00	2,680.00
1036g · Hercules Road	0.00	6,378.75
1036h · Polaris Way	0.00	458.00
1036j · Sagittarius Skyway	0.00	400.00
1036k · Scorpio Way	0.00	770.00
1036 · Contract BiAnnual Grade/Gvl-SG - Other	0.00	26.79
Total 1036 · Contract BiAnnual Grade/Gvl-SG	0.00	10,713.54
1045 · Signs, Posts & Snowfence	0.00	437.40
1046 · Insurance - Roads/Common Land	0.00	5,375.16
1050 · Other Road Costs	0.00	269.50
Total 1030 · Roads & Weeds	0.00	24,806.65
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	0.00	199.75
Total 1200 · Parkland/Recreation Center	0.00	199.75
1300 · Litigation		
1310 · Legal Costs - O'Connell	0.00	175.00
1311 · Document Production	0.00	966.45
Total 1300 · Litigation	0.00	1,141.45
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees	0.00	966.00
2010 · Admistration Costs - Contracted	0.00	119.93
2011 · Bank Charges	0.00	34.00
2012 · Credit Card Fees	93.09	129.25
2013 · Collection Costs	0.00	1,092.40
2016 · Insurance - Board Liability	0.00	1,609.20
2017 · Legal Fees-General Advice	1,785.00	3,727.50
2018 · Licenses & Annual Reporting	20.00	85.00
2019 · Lien Filing Costs	0.00	289.00
2020 · Management Expense	0.00	13,200.25
2025 · Miscellaneous	0.00	736.24
2030 · Newsletter Costs	92.94	277.92
2050 · Office Supplies	57.47	347.07
2051 · Procedures & Documents	0.00	0.00
2052 · Postage & Shipping	197.15	1,690.97
2055 · Printing & Copies	50.99	1,157.89
2060 · Rent - Facilities	0.00	635.00
2062 · Rent - PO Box & Safe Dep Box	82.50	157.50
2065 · Software - SharePoint	0.00	17.90
2066 · Software - Dropbox	9.99	79.92
2080 · Telephone & Messaging	14.95	124.60
2090 · Website Costs		
2092 · URL & Domain Fees	0.00	55.61
Total 2090 · Website Costs	0.00	55.61
Total 2000 · Overhead/Admin Costs	2,404.08	26,533.15
Total Expense	2,404.08	66,166.91
Net Ordinary Income	-2,383.91	92,230.49
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank	10.91	59.22
Total Other Income	10.91	59.22
Other Expense		
6000 · Interest Expense	1,174.68	3,832.28
Total Other Expense	1,174.68	3,832.28
Net Other Income	-1,163.77	-3,773.06

Glastonbury Landowners Association
Profit & Loss
August 2014

	Aug 14	Jan - Aug 14
Net Income	-3,547.68	88,457.43

Cash Basis

Glastonbury Landowners Association
Profit & Loss Budget Variance
August 2014

	Aug 14	Jan - Aug 14	Budget	%
Income				
100 · Parcel Assessment Fees				
109 · Land Assessments 2012	1.60	934.00		
110 · Land Assessments 2013	7.15	3,166.15		
111 · Land Assessments 2014	2,824.00	59,332.28	63,000	94.2*
119 · Dwelling Assessments 2012	1.61	319.41		
120 · Dwelling Assessments 2013	7.15	2,715.33		
121 · Dwelling Assessments 2014	2,204.36	39,307.25	44,000	89.3*
150 · Golden Age Village Income	2,339.75	7,019.25	9,359	75
170 · Finance Ch Income- Past Due Ass	112.50	2,564.27		
171 · 5% Penalty Income	131.70	529.82		
180 · 2009 Chip Seal Assessment	0.00	0.00		
190 · Discounts Given	0.00	-191.00		
Total 100 · Parcel Assessment Fees	7,629.82	115,696.76		
		* 78.4% & 76.6% of invoiced		
200 · Project Impact Fees				
201 · Application Fees	0.00	81.17		
210 · Structure Impact Fees	0.00	374.10		
220 · Road/Driveway Impact Fees	0.00	75.00		
Total 200 · Project Impact Fees	0.00	530.27		
400 · Other Gen Fund Income				
401 · Lien Fees Paid	0.00	112.90		
450 · Donation Income	0.00	-684.75		
Total 400 · Other Gen Fund Income	0.00	-571.85		
Total Income	7,629.82	115,655.18		
	7,629.82	115,655.18		
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	0.00	3,305.50	4,000	82.6
1011 · Equipment Rental	0.00	1,300.00	0	1300
1013 · Sand	0.00	37.50	500	7.5
1015 · Payroll Costs				
1016 · Wages Paid Snow	0.00	3,364.30		
1018 · Benefits & Other Payroll Costs	0.00	5.52		
1018a · Payroll Software	0.00	280.00		
1019a · Employ.Practice Liability Ins.	0.00	1,085.00		
1015 · Payroll Costs - Other	0.00	0.00		
Total 1015 · Payroll Costs	0.00	4,734.82	4,800	98.6

Cash Basis

Glastonbury Landowners Association
Profit & Loss Budget Variance
August 2014

	Aug 14	Jan - Aug 14	Budget	%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	0.00	698.00	1,080	64.6
1024 · Truck #2 (93 DODGE) Maintenance	0.00	1,676.35	3,000	76.4*
1025 · Fuel	0.00	1,118.74	2,000	55.9
1026 · Wages Truck Maintenance	0.00	615.00		
Total 1020 · Equipment Costs	0.00	4,108.09		
			*Includes 1026	
Total 1000 · Snow Removal	0.00	13,485.91	15,300	88.1
1030 · Roads & Weeds				
1031 · Contracted Weed Control	2,094.44	2,094.44	2,500	83.8
1035 · Contract BiAnnual Grade/Grvl-NG				
1035a · Aquarius Lane	0.00	95.00		
1035b · Aries Drive	0.00	308.00		
1035c · Capricorn Drive	0.00	308.00		
1035f · Gemini Road	0.00	441.34		
1035i · Orion Way	0.00	753.90		
1035j · Pisces Way	0.00	95.00		
1035k · Sirius Drive	0.00	1,916.93		
1035l · Taurus Road	0.00	1,547.33		
1035m · Venus Way	0.00	95.00		
1035n · Mercury Lane	0.00	115.00		
1035 · Contract BiAnnual Grade/Grvl-NG - Other	0.00	241.11		
Total 1035 · Contract BiAnnual Grade/Grvl-NG	0.00	5,916.61	15,500	38.2
1036 · Contract BiAnnual Grade/Gvl-SG				
1036b · Arcturus Drive	0.00	2,680.00		
1036g · Hercules Road	0.00	6,378.75		
1036h · Polaris Way	0.00	458.00		
1036j · Sagittarius Skyway	0.00	400.00		
1036k · Scorpio Way	0.00	770.00		
1036 · Contract BiAnnual Grade/Gvl-SG - Other	0.00	26.79		
Total 1036 · Contract BiAnnual Grade/Gvl-SG	0.00	10,713.54	16,592.75	64.6*
		*Includes $1,092.75 Match funds		
1045 · Signs, Posts & Snowfence	0.00	437.40		
1046 · Insurance - Roads/Common Land	0.00	5,375.16	5,500	97.8
1050 · Other Road Costs	0.00	269.50		
Total 1030 · Roads & Weeds	2,094.44	24,806.65	41,000	60.5
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	0.00	199.75	900	22.2

Cash Basis

Glastonbury Landowners Association
Profit & Loss Budget Variance
August 2014

	Aug 14	Jan - Aug 14	Budget	%
Total 1200 · Parkland/Recreation Center	0.00	199.75		
1300 · Litigation				
1310 · Legal Costs - O'Connell	0.00	175.00		
1311 · Document Production	0.00	966.45		
Total 1300 · Litigation	0.00	1,141.45	3,000	38
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	0.00	966.00	1,571	61.5
2010 · Admistration Costs - Contracted	0.00	14.98		
2011 · Bank Charges	0.00	34.00		
2012 · Credit Card Fees	93.09	129.25		
2013 · Collection Costs	0.00	1,092.40		
2016 · Insurance - Board Liability	0.00	1,609.20	3,000	53.6
2017 · Legal Fees-General Advice	1,785.00	3,727.50	1,000	372.8
2018 · Licenses & Annual Reporting	20.00	85.00		
2019 · Lien Filing Costs	0.00	289.00		
2020 · Management Expense	0.00	13,200.25	22,629	58.3
2025 · Miscellaneous	0.00	736.24	500	147.2
2030 · Newsletter Costs	92.94	277.92		
2050 · Office Supplies	57.47	347.07	1,400	24.8
2051 · Procedures & Documents	0.00	0.00		
2052 · Postage & Shipping	197.15	1,690.97	1,200	140.9
2055 · Printing & Copies	50.99	1,157.89	850	136.2
2060 · Rent - Facilities	0.00	635.00	630	100.8
2062 · Rent - PO Box & Safe Dep Box	82.50	157.50	60	261.2
2065 · Software - SharePoint	0.00	17.90	20	89.5
2066 · Software - Dropbox	9.99	79.92		
2080 · Telephone & Messaging	14.95	124.60	180	69.2
2090 · Website Costs				
2092 · URL & Domain Fees	0.00	55.61	140	39.7
Total 2090 · Website Costs	0.00	55.61		
Total 2000 · Overhead/Admin Costs	2,404.08	26,428.20	34,025	77.7
Total Expense	4,498.52	66,061.96	103,487	63.87
	3,131.30	49,593.22		
5000 · Interest Income - Bank	10.91	59.22	80	74
	10.91	59.22		

Cash Basis

Glastonbury Landowners Association
Profit & Loss Budget Variance
August 2014

	Aug 14	Jan - Aug 14	Budget	%
6000 · Interest Expense	1,174.68	3,832.28		
	1,174.68	3,832.28		
	-1,163.77	-3,773.06		
Net Income	1,967.53	45,820.16		

Glastonbury Landowners Association
Balance Sheet
As of August 31, 2014

	Aug 31, 14
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	-102.62
003 · Savings Account	
004 · Savings Gen Operating Accnt	60,836.91
010 · Construction Bond Reserve Cash	11,457.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	1,361.27
013 · NG Chip Seal Reserve Cash	2,219.62
014 · NG/SG Road Reserve Cash	28,712.35
015 · Lawsuit Reserve Cash	30,000.00
003 · Savings Account - Other	15.73
Total 003 · Savings Account	142,102.88
Total Checking/Savings	142,000.26
Accounts Receivable	
Accounts Receivable	238,816.10
Total Accounts Receivable	238,816.10
Other Current Assets	
Petty Cash	73.19
12000 · Undeposited Funds	2,830.59
Total Other Current Assets	2,903.78
Total Current Assets	383,720.14
TOTAL ASSETS	**383,720.14**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	104.95
Total Accounts Payable	104.95
Other Current Liabilities	
Construction Bonds Held by GLA	11,457.00
Payroll Liabilities	224.57
Total Other Current Liabilities	11,681.57
Total Current Liabilities	11,786.52
Long Term Liabilities	
Bank of the Rockies Loan	55,058.29
Total Long Term Liabilities	55,058.29
Total Liabilities	66,844.81
Equity	
Digitizing Fund	1,361.27
Emergency Loan Fund	7,500.00
Lawsuit Fund	30,000.00
NG Chip Seal Fund	2,219.62
NG/SG Road Fund	28,712.35
Opening Balance Equity	22,222.35
Operating Fund Balance	136,402.31
Net Income	88,457.43
Total Equity	316,875.33
TOTAL LIABILITIES & EQUITY	**383,720.14**

Glastonbury Landowners Association
Balance Sheet
As of August 11, 2014

	Aug 11, 14
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	11,457.00
Payroll Liabilities	224.57
Total Other Current Liabilities	11,681.57
Total Current Liabilities	11,681.57
Long Term Liabilities	
Bank of the Rockies Loan	61,283.31
Total Long Term Liabilities	61,283.31
Total Liabilities	72,964.88
Equity	
Digitizing Fund	1,361.27
Emergency Loan Fund	7,500.00
Lawsuit Fund	30,000.00
NG Chip Seal Fund	2,150.61
NG/SG Road Fund	28,712.35
Opening Balance Equity	22,222.35
Operating Fund Balance	136,402.31
Net Income	95,758.53
Total Equity	324,107.42
TOTAL LIABILITIES & EQUITY	397,072.30

2014-09-18_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Phone Meeting Minutes – *Final*

September 18, 2014

1. **Call to Order**
   The phone meeting was called to order by Daniel at 7:05 p.m.

   PRESENT: Daniel Kehoe (President), Alyssa Allen (Vice President), Janice McCann (Treasurer), Charlotte Mizzi (Secretary), Sheridan Stenberg, Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.), Gerald Dubiel, Ross Brunson and Scott McBride. **ABSENT**: Laura Boise. **ALSO ATTENDING:** Some landowners also attended.

2. **Officer and Committee Reports**
   2.1 Road and Weed Mgmt Committee Report – RW/SS
   Robert W. reported on his conversation with Bailey Paving. The cost for Bailey to crack seal 3.4 miles of asphalt only in North Glastonbury would be increased from $1.00 per lineal foot to approximately $1.11 per lineal foot. This increase is to cover the travel charge of $1,800, bringing the total cost for just North Glastonbury crack sealing to $17,800.

   Discussion: The Board discussed various issues including the need to create a spreadsheet to capture the various maintenance, snow removal, and sanding cost scenarios along with the current status of roads and work needed. It was pointed out that road maintenance often "makes do" with funds allotted, however over the course of a year the GLA sees road funds diverted to legal fees or to the new legal fund as well as maintenance funds going to snow or repair emergencies.

   Motion: Alyssa moved to rescind the decision of 8/11/2014 to crack seal N & S Glastonbury paved roads including Dry Creek and Story roads. Janice seconded the motion. **Motion passed. (6 in favor, 5 against.)**

   Motion: Sheridan moved to crack seal the paved roads in N. Glastonbury (Sirius, Aries and Capricorn) starting as soon as Monday September 29th with funds to come from the emergency road fund. Robert W. seconded the motion.
   Discussion: Alyssa questioned where all the funds were coming from to cover the $17,840. The breakdown arrived upon was:
   $5,000 from legal reserve (which also takes out another $5K toward SG roads)
   $5,000 from NG road grading budget
   $2,150 from NG chip seal fund and
   $5,700 from emergency road fund.
   Motion passed. (6 in favor, 4 against.) Note: Charlotte expressed the desire to vote for the motion, but had to leave the meeting prior to the official vote.

3. **UNFINISHED BUSINESS**
   No unfinished business dealt with.

4. **NEW BUSINESS**
   No new business dealt with.

5. **Comment Period for Visiting Landowners**
   Walter Wunsch commented on the need for the Board to understand the cost of the road gravel and paved maintenance in light of the overall budget. He strongly recommended waiting at least one more year in order to get the finances in better shape before crack sealing. Regina Wunsch commented that there was only $2,000 left in the snow fund, when it is usually at $9,000 heading into the fall.

6. **Meeting Adjourned at 8:50 p.m.**

2014-09-18_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Phone Meeting Agenda

September 18, 2014 – 7:00 pm

1. **Call to Order**
2. **Crack Sealing Revisited with New Information**
3. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)
4. **Adjournment**
5. **Next Board Meeting: October 6, 2014 – Details TBD**

2014-10-06_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

October 6, 2014

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:05 pm at St. John's Church

   PRESENT: Dan Kehoe (President), Alyssa Allen (Vice President), Charlotte Mizzi, (Secretary), Sheridan Stenberg, Robert Wallace (aka Robert W.), Ross Brunson, Robert Branson (aka Robert B.), Paul Ranttalo, Gerald Dubiel, Scott McBride (by phone until 7:40).
   ABSENT: Janice McCann (Treasurer), Laura Boise.
   Landowners: Debbie Blais, Kevin Newby, Pouwel Gelderloos, Paula Kehoe, Chad Stone, Chris & Ia Williams, Tim Brockett, Regina Wunsch, Donna Lash-Anderson, Charlene Murphy, Daniel & Valery O'Connell, Claudette & Micah Dirkers. **Neighbors**: Keenan Mitchem.

2. **Set Agenda**

3. **Approve Meeting Minutes** – July 21, July 25, Aug 11, Sept 15 & Sept 18, 2014
   Motion: Sheridan motioned and Ross seconded to approve the July 21, 2014 minutes. **Motion carried unanimously.**
   Motion: Sheridan motioned and Alyssa seconded to approve the July 25, 2014 minutes. **Motion carried unanimously.**
   Motion: Sheridan motioned and Robert W. seconded to approve as corrected the September 15, 2014 minutes. **Motion carried unanimously.**
   Motion: Sheridan motioned and Robert W. seconded to approve as corrected the September 18, 2014 minutes. **Motion carried unanimously.**
   Approval of the August 11 minutes was tabled until next meeting.

4. **Visiting Landowner Input Period**
   Claudette Dirkers pointed out the need for the website to be updated with recent newsletters and committee information.

   Tim Brockett addressed the need for grading beyond Spectec in High South, and how culverts and runoff ditches need to be looked at and cleaned out with a mini excavator to avoid drainage problems in the spring. Robert W. said that the grader went past Spectec and that Norm, the grader operator, reported that the roads are in fairly good condition. Sagittarius Skyway will be looked at next spring. Dan said that Norm didn't do a consistent job with the ditches. Chad Stone said the culvert by Mercury Lane needs to be cleaned out.

   Valery O'Connell commented on how the lawsuit information on the website is not correct.

   Debbie Blais said that we should increase assessments 10 percent each year so we have the funds to take care of the roads. Robert W. mentioned how we have not increased assessments in the last 5 years and that the majority of landowners indicated on the road survey sent out to them previously that they were not in favor of increasing assessments. Dan said we need to look at what it really costs to maintain the roads, including adding mag chloride to forestall washboarding, in order to present a real road budget to the landowners.

5. **Officer and Committee Reports**
   5.1 President's Report – DK
   5.1.1 Conduct of Meetings Policy
   Dan presented a draft Conduct of Meeting Policy for board input. The policy will be posted on the website and mailed to members for landowner input.

   5.2 Vice President's Report - AA
   5.2.1 Office Space Rental
   Alyssa reported that it recently became apparent that the Liberty Lane rental space may have a mold and rodent problem, and the board concurred that it would be

best to give the 30-day notice to end the rental agreement. Sheridan reported there is another unit at the Harmony Apartments in NG that seems clean. The board discussed how the owner of the property is delinquent on assessments, and that it would be best not to be involved in any type of arrangement where rent paid would be used toward assessments owed, as suggested by the manager of the property in conversation with Sheridan.

5.2.2. Administrative Duties and Tasks

Alyssa presented a list of various administrative duties, many of which are being done by Denise, and the need to hire someone as an employee to perform administrative tasks since Denise will not be available for the long-term. The board discussed the need to hire someone soon so they can be trained, and the possibility of advertising the position through the Livingston Job Service, along with the website and notice to landowners via the next mailing. Discussion continued on determining if there is a way to reduce administrative tasks, and using volunteers. Dan pointed out that there are certain things that volunteers can do and then there are areas of responsibility and confidentiality that require a paid person. Alyssa asked for volunteer help in acquiring office furniture for the GLA, and Claudette Dirkers said that Marjorie Lombard may have a desk that is available for our new office.

Action Item: Dan and Alyssa to develop an administrative assistant job description and submit to the board for review.

5.2.3 Proposal for Bylaw Amendment

Alyssa presented a proposed amendment per attorney advice, which read:

ARTICLE VIII: CONTRACTS, FINANCE AND COMMON EXPENSES

I. Inspection of Books. The financial reports and Membership records of the Association shall be available at the principal office of the Association for inspection at reasonable times by any Member *in accordance with the Montana Non-Profit Corporation Act under Title 35, Chapter 2.*

Alyssa read of the full list of related laws: Montana Nonprofit Corporation Act, MCA Title 35, Part 2, 35-2-906, 907, 908, 910, 911: 35-2-535. Discussion included how the proposed amendment is designed to make it clear that the scope of "membership records" was never intended to be more than what the Montana Non-Profit Act allows. This will help landowners to understand what records are available to them, and help the board to fulfill document requests appropriately now and in the future. There is an opportunity to present this proposed amendment to landowners in time for it to be voted on at the Annual Meeting in November.

Motion: Alyssa motioned and Gerald seconded that the board proceed to present the proposed amendment to the landowners for vote, and the exact wording is to be confirmed by legal counsel before sending out. **Motion carried unanimously.**

5.3 Treasurer's Report – JM

5.3.1 Budget Variance, Check & Deposit

In Janice's absence, Regina Wunsch presented the Treasurer's reports. **Motion:** Sheridan motioned and Ross seconded to approve the Treasurer's reports. **Motion Carried Unanimously.**

5.4 Collections Committee – JM – Tabled.

5.5 Budget Committee - JM

5.5.1 Review of draft 2015 budget

Regina presented the draft budget noting that the income total is based on what was collected last year. The draft budget shows a deficit of $8,439.
Motion: Alyssa motioned and Sheridan seconded to accept the proposed draft budget and send it out to the landowners. **Motion passed unanimously.**

5.6 Road & Weed Management Committee Report - RW/SS

Robert W. reported that the crack sealing project was completed in North Glastonbury and the grading was completed for both North and South. There was a Road Committee meeting on October 1st attended by Robert W., Sheridan, Paul and Ed Dobrowski. They discussed equal spending for North and South, and what more can be spent in South. Suggestions included more sanding and buying sand. Robert W. is taking over coordinating the snow plowing since Walter Wunsch resigned from the Road Committee. **Motion:** Robert W. moved and Sheridan seconded that the NG/SG Road Saving Fund of $28,712.35 be split into $14,356.17 for North and $14,356.17 for South with the new fund names being NG Road Reserve Fund and SG Road Reserve Fund. (This is in keeping with the board motion of the Thursday Sept 18 phone meeting.) Discussion included how splitting and renaming these funds is important for clarity of spending and budgeting. Robert B. commented that regarding the use of the reserve funds, there is a need for flexibility; in an emergency situation, one could borrow from the South or North road budget. Dan said that the split of the money should not be binding. It was pointed out that the NG paved road costs are $500 less than shown in the budget, which changes the budget loss to $7,939. **Motion carried.** (7 in favor, 2 opposed: Robert B. and Dan)

5.7 Election Committee – SS

The candidate mailing will go out on October 9th and volunteers will help with the mailing. An announcement about the survey and the job opening along with the proposed Bylaw amendment will be included in the mailing.

5.8 Governing Document Committee Report – Chad Stone (2 min)

Chad said we need to get the survey out and it will be a good way to see what people want, and if they want to pay an increase in assessments for the maintenance of the roads. People can request a hardcopy of the survey if they have no computer. It was determined that the survey would be available until Oct. 31st. [Later changed to November 15th.] Chad will present the findings.

5.9 Project Review Committee Report - GD/ Robert B

5.9.1 Review Project Application Checklist

Gerald mentioned that a checklist had been developed to assist landowners in filling out project applications. He suggested that a change be made to the checklist to include an item about locating and marking closest boundary corner and boundary line to proposed construction. **Motion:** Alyssa moved and Robert B. seconded to accept the checklist with Gerald's changes. **Motion carried unanimously.**

5.9.2 Proposed updates to Project Review Instructions webpage

Robert B. reported that further instructions had been drafted for the project review instructions on the website. He asked board members to review these and respond with any changes or comments in a week's time.

5.9.3 GAV Lot 33 Helios Way – Braley Garage Project Review
Alyssa reviewed the application and confirmed that the setbacks are being met. **Motion:** Alyssa motioned and Ross seconded to approve the garage application for GAV Lot 33 Helios way with the condition that all disturbed land be re-seeded and the necessary permits be obtained. **Motion carried unanimously.**

5.9.4 Parcel 49 SG – Trosclair Pole Barn Project Review
Alyssa reviewed the application, and how the setbacks need to be confirmed by Gerald. **Motion**: Sheridan motioned and Ross seconded to approve the Pole Barn application for Parcel 49 SG with the condition that all disturbed land be re-seeded, the proper permits be obtained, and that the necessary setbacks are met after confirmation by Gerald's site inspection. **Motion carried unanimously**.

5.10 Communications Committee Report - AA/ Robert B
No report.

5.11 Website Committee Report - Ross
Ross reported that he is reviewing the Association Voice system. He described how it would be used and that the current website will be retired if we move to an Association Voice website. Discussion included whether the new system might create more administrative work in updating the system regularly. Ross stated that the system would automate many processes, would link directly to Quickbooks, and help to streamline tasks.

6. UNFINISHED BUSINESS

6.1 Lot 39-E (SG) – Complaint – AA
Gerald clarified that according to his research, the septic system had not been approved by the Sanitarian. It was uncertain if the shelter was being used as a dwelling, and that a dwelling assessment should be charged if this was the case. The property was possibly going to be purchased by the party who was leasing the shelter on the property. Gerald will follow-up and do more research on the issues.

6.2 Proposal to Purchase Omni-directional Conference Phone – SM/Ross
Discussion regarding the possibility of having meetings via phone conferencing. Ross described that this could be done with an omni-directional conference phone, which we could test before deciding to purchase. The cost for an appropriate device would be approximately $546. **Motion:** Ross motioned and Robert B. seconded that Scott and Ross will privately acquire a conference phone and test it out at a meeting. If the test is successful we will see how to fund it. **Motion carried unanimously.**

7. NEW BUSINESS
Due to a conflict with some board member schedules, Alyssa proposed that the November 3 board meeting be moved to November 5th. **Motion:** Sheridan moved and Ross seconded to change the next regular board meeting date from Monday, November 3rd to Wednesday, November 5th. **Motion carried unanimously.**

8. Comment Period for Visiting Landowners
No comments given.

9. Closed Session
9.1 Discussion of lawsuits – Board.

10. Meeting Adjourned at 10:35 p.m.

2014-10-06_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

October 6, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes –** July 21, July 25, Aug 11, Sept 15 & Sept 18, 2014

4. **Visiting Landowner Input Period –** (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK (3 min)
     - 5.1.1 Conduct of Meeting Policy
   - 5.2 Vice President's Report – AA (10 min)
     - 5.2.1 Office Space Rental
     - 5.2.2 Administrative Duties and Tasks
     - 5.2.3 Proposal for Bylaw Amendment
   - 5.3 Treasurer's Reports – JM (5 min)
     - 5.3.1 Budget Variance, Check & Deposit
   - 5.4 Collection Committee – JM (3 min)
   - 5.5 Budget Committee – JM (5 min)
     - 5.5.1 Review of draft 2015 budget
   - 5.6 Road and Weed Mgmt Committee Report – RW/SS (5 min)
   - 5.7 Election Committee – SS
   - 5.8 Governing Document Committee Report – Chad Stone (2 min)
   - 5.9 Project Review Committee Report – GD/Robert B. (5 min)
     - 5.9.1 Review Project Application Checklist
     - 5.9.2 Proposed updates to Project Review Instructions webpage
     - 5.9.3 GAV Lot 33 Helios Way – Braley Garage Project Review
     - 5.9.4 Parcel 49 SG – Trosclair Pole Barn Project Review
   - 5.10 Communication Committee Report – AA/Robert B.
   - 5.11 Website Committee Report – Ross (2 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Lot 39-E (SG) – Complaint – AA (2 min)
   - 6.2 Proposal to Purchase Omni-directional Conference Phone – SM (2 min)

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners –** (Limited to 3 minutes per owner)

9. **Closed Session**
   - 9.1 Discussion of lawsuits – Board

10. **Adjournment**

11. **Next Board Meeting: November 3, 2014 – Details TBD**

MtgAgenda 10 06 14

Glastonbury Landowners Association
Balance Sheet
As of September 30, 2014 (updated)

	Sep 30, 14
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	1,263.39
003 · Savings Account	
004 · Savings Gen Operating Accnt	64,704.84
010 · Construction Bond Reserve Cash	11,957.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	1,361.27
013 · NG Chip Seal Reserve Cash	2,219.62
014a · NG Road Reserve Cash	14,356.18
014b · SG Road Reserve Cash	14,356.17
016 · Lawsuit Reserve Cash	30,000.00
003 · Savings Account - Other	33.34
Total 003 · Savings Account	146,488.42
Total Checking/Savings	147,751.81
Accounts Receivable	
Accounts Receivable	241,820.17
Total Accounts Receivable	241,820.17
Other Current Assets	
Petty Cash	73.19
12000 · Undeposited Funds	580.25
Total Other Current Assets	653.44
Total Current Assets	390,225.42
TOTAL ASSETS	**390,225.42**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	11,957.00
Payroll Liabilities	224.57
Total Other Current Liabilities	12,181.57
Total Current Liabilities	12,181.57
Long Term Liabilities	
Bank of the Rockies Loan	55,058.29
Total Long Term Liabilities	55,058.29
Total Liabilities	67,239.86
Equity	
Digitizing Fund	1,361.27
Emergency Loan Fund	7,500.00
Lawsuit Fund	30,000.00
NG Chip Seal Fund	2,219.62
NG Road Fund	14,356.18
Opening Balance Equity	22,222.35
Operating Fund Balance	136,402.31
SG Road Fund	14,356.17
Net Income	94,567.66
Total Equity	322,985.56
TOTAL LIABILITIES & EQUITY	**390,225.42**

Glastonbury Landowners Association
Profit & Loss
September 2014

	Sep 14
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
170 · Finance Ch Income- Past Due Ass	6,156.31
175 · Subdivision Waiver Asmnts	31.47
Total 100 · Parcel Assessment Fees	6,187.78
200 · Project Impact Fees	
201 · Application Fees	145.00
210 · Structure Impact Fees	1,425.00
Total 200 · Project Impact Fees	1,570.00
Total Income	7,757.78
Gross Profit	7,757.78
Expense	
1030 · Roads & Weeds	
1032 · Roadside Mowing	1,260.00
Total 1030 · Roads & Weeds	1,260.00
1200 · Parkland/Recreation Center	
1210 · Utilities for Rec Center	99.28
Total 1200 · Parkland/Recreation Center	99.28
2000 · Overhead/Admin Costs	
2010 · Admistration Costs - Contracted	0.00
2020 · Management Expense	-104.95
2050 · Office Supplies	110.82
2052 · Postage & Shipping	20.00
2060 · Rent - Facilities	249.00
2066 · Software - Dropbox	9.99
2080 · Telephone & Messaging	14.95
Total 2000 · Overhead/Admin Costs	299.81
Total Expense	1,659.09
Net Ordinary Income	6,098.69
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	12.61
Total Other Income	12.61
Net Other Income	12.61
Net Income	6,111.30

Glastonbury Landowners Association
Profit & Loss
September 2014

	Sep 14
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
109 · Land Assessments 2012	9.92
110 · Land Assessments 2013	9.92
111 · Land Assessments 2014	1,119.70
121 · Dwelling Assessments 2014	965.96
170 · Finance Ch Income- Past Due Ass	97.26
Total 100 · Parcel Assessment Fees	2,202.76
200 · Project Impact Fees	
201 · Application Fees	145.00
210 · Structure Impact Fees	1,425.00
Total 200 · Project Impact Fees	1,570.00
400 · Other Gen Fund Income	
450 · Donation Income	684.75
Total 400 · Other Gen Fund Income	684.75
Total Income	4,457.51
Gross Profit	4,457.51
Expense	
1030 · Roads & Weeds	
1032 · Roadside Mowing	1,260.00
Total 1030 · Roads & Weeds	1,260.00
1200 · Parkland/Recreation Center	
1210 · Utilities for Rec Center	99.28
Total 1200 · Parkland/Recreation Center	99.28
2000 · Overhead/Admin Costs	
2010 · Admistration Costs - Contracted	104.95
2020 · Management Expense	-104.95
2050 · Office Supplies	110.82
2052 · Postage & Shipping	20.00
2060 · Rent - Facilities	249.00
2066 · Software - Dropbox	9.99
2080 · Telephone & Messaging	14.95
Total 2000 · Overhead/Admin Costs	404.76
Total Expense	1,764.04
Net Ordinary Income	2,693.47
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	12.61
Total Other Income	12.61
Net Other Income	12.61
Net Income	**2,706.08**

2014-11-05_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

November 5, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:03 pm at St. John's Church

   PRESENT: Dan Kehoe (President), Alyssa Allen (Vice President), Janice McCann (Treasurer), Sheridan Stenberg, Robert Wallace (aka Robert W.), Ross Brunson, Robert Branson (aka Robert B.), Paul Ranttalo, Gerald Dubiel.
   ABSENT: Laura Boise, Charlotte Mizzi (Secretary), Scott McBride.
   Landowners: Edward Anderson, Regina Wunsch, Charlene Murphy, Donna Lash-Anderson, Debbie Blais, Jerry Ladewig, Chuck & Sally Muto, Daniel & Valery O'Connell, Linda Ulrich, Ia Williams, Claudette & Micah Dirkers.

2. **Set Agenda**

3. **Approve Meeting Minutes** – Aug. 11 & Oct. 6, 2014
   Motion: Sheridan motioned and Ross seconded to approve the Oct. 6, 2014 minutes. **Motion carried.** (1 abstention – Janice.)
   Approval of the August 11 minutes was tabled until next meeting.

4. **Visiting Landowner Input Period**
   Jerry Ladewig asked if there was a 5-10 year plan for the GLA including alternative ways to fund the budget, even ways not included in the Bylaws. Sally Muto inquired on uncollected assessments and how members should be informed of project reviews in their area. Valery O'Connell commented on how the proposed Bylaw amendment was illegal and how due process notice was not given. Linda Ulrich inquired about a way to have landowners sign up for having driveways plowed with private contractors. Claudette Dirkers commented on the need for the survey to be improved and that there is a desk available to the GLA at the Caspari Center.

5. **Officer and Committee Reports**
   5.1 President's Report – DK - No report

   5.2 Vice President's Report - AA
   5.2.1 Office Space Rental
   Alyssa reported that it was necessary to obtain a storage unit for GLA boxes since the office space at Liberty Lane was no longer being rented. Due to timeliness of the situation, an e-mail vote to rent a storage unit immediately was necessary. Sheridan reported that the motion to rent unit 53 in the Emigrant Storage Space through Maverick Realty carried with 9 in favor, 1 abstention (Robert B.) and 2 no response. (Laura and Janice.)

   5.2.2 Proposal to Hire Administrative Employee
   Alyssa described the need to proceed with the plans to hire an administrative assistant and referred to the job description previously presented to the Board. **Motion:** Alyssa motioned and Sheridan seconded to approve the administrative assistant job description and post it on the GLA website and at the Livingston Job Service. **Motion carried unanimously.**

   5.3 Treasurer's Report – JM
   5.3.1 Budget Variance, Check & Deposit
   Janice presented the Treasurer's reports. **Motion:** Sheridan motioned and Ross seconded to approve the Treasurer's reports. **Motion Carried Unanimously.**

5.3.2 Review of draft 2015 budget
The board reviewed the draft 2015 budget.

5.4 Collections Committee – JM
Janice reported that past due amounts had been collected from a lien collected on Lot 39-E SG.

5.5 Road & Weed Management Committee Report - RW/SS
Robert W. reported that the committee had a meeting on Oct. 22 attended by himself, Sheridan, Gerald Dubiel, Pouwell Gelderloos, Paul Ranttalo and Charlene Murphy. Items discussed included chains being purchased for the snowplow truck, that we need back-up snow plow contractors, and the sump promised to be put in by Mike Adkins. Robert also reported on the culvert at the Hercules/Libra intersection in SG and how more work needs to be done to extend the culvert. Stakes would be put in temporarily until this could be extended. Dan commented on the need for this work to be done soon since this area of road becomes packed ice during winter. An extended culvert would allow the drop off on the edge of the road to be feathered. Discussion included using some Road emergency fund money to extend the culvert and add material to build up the edges of the road. **Motion:** Robert W. moved and Gerald seconded to spend $1,000 to extend the culvert on the Libra side and put a steel grate on the side of the road toward Michael Rosa's property. **Motion passed unanimously**. Charlene Murphy mentioned the need to fill potholes on Upper Hercules and clean out culverts in Upper Sagittarius Skyway. Regina Wunsch mentioned the need to put up reflectors along the sides of Upper Sagittarius Skyway. **Motion:** Robert W. moved and Sheridan seconded to spend $200 to clean the culverts on Sagittarius Skyway or $1,200 for culvert clean-out and Hercules/Libra culvert extension and an additional $200 for reflectors for Sagittarius Skyway. **Motion passed unanimously**.

5.6 Election Committee – SS
Sheridan reported that the election mailings went out on October 9th and that the volunteer positions had been filled and their training is on 10/6 at 7 pm. She reminded Board members to have their reports in by Thursday, and hall setup is 7 pm Friday. **Motion:** Alyssa moved and Sheridan seconded to approve the Membership Meeting Agenda. **Motion passed unanimously**.

5.7 Governing Document Committee Report - No report

5.8 Project Review Committee Report - GD/ Robert B
Noting Actions by Written Consent: **Motion:** Gerald moved and Sheridan seconded to approve the proposed garage/studio located on Tract 26-E South Glastonbury for Jerry and Ruth Ann Young, with the conditions that any disturbed ground be reseeded, the necessary permits be obtained and that all the requirements of the Glastonbury Landowners Association Master Plan be adhered to. **Motion carried:** 9 for, 2 not voting, 1 abstaining. Voting for: Gerald, Sheridan, Alyssa, Charlotte, Scott, Robert W., Ross and Daniel.
Robert B. asked for clarification regarding the level of detail to include for the Project Review committee report at the Annual Meeting.

5.9 Communications Committee Report - AA/ Robert B.
Robert B. commented on the clarity of wording of items to be presented to members at meetings. He expressed the need of the website to allow for a greater flow of information for timely responses to landowner inquiries. He asked about the plans for giving out the

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results of the Governing Documents committee survey. Dan clarified that the survey is available for landowners to take until after the Annual Meeting.

5.10 Website Committee Report - Ross

Ross reported that the survey was up on the website, there is a new look to the website especially the homepage, he is continuing to add to the website information, and that he is looking at a V-Tek phone station with 4 wireless mics to facilitate people calling in and hearing the Board meetings.

6. UNFINISHED BUSINESS

6.1 Lot 39-E (SG) – Complaint – AA

Gerald reported on talking with the previous landowner and the county sanitarian on the septic system of house vs. shelter. **Action Item:** Robert B. said he would begin a letter notifying the current owners of the GLA changing the status of the property due to residency in the building.

6.2 Conduct of Meeting Policy, Hiring Policy, Privacy Policy – DK

Dan commented that the Privacy Policy and Hiring Policy will be sent out to the landowners for comment. The Conduct of Meeting policy has already been sent out for input.

7. NEW BUSINESS

8. Closed Session

8.1 Discussion of lawsuits – Board

9. Meeting Adjourned at 9:40 p.m.

10. Next Board Meeting: December 8, 2014

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

November 5, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – August 11, 2014, October 6, 2014

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK (1 min)
     - 5.1.1 Noting Actions by Written Consent
   - 5.2 Vice President's Report – AA (5 min)
     - 5.2.1 Office Space Rental
     - 5.2.2 Proposal to hire administrative employee
   - 5.3 Treasurer's Reports – JM (15 min)
     - 5.3.1 Budget Variance, Check & Deposit
     - 5.3.2 2015 Budget review
   - 5.4 Collection Committee – JM (10 min)
   - 5.5 Road and Weed Mgmt Committee Report – RW/SS (5 min)
     - 5.5.1 Hercules and Libra Intersection Culvert
   - 5.6 Election Committee – SS (5 min)
   - 5.7 Governing Document Committee Report – Chad Stone (1 min)
   - 5.8 Project Review Committee Report – GD/Robert B. (1 min)
     - 5.8.1 Lot 26-E (SG) – Young Garage/Studio Project Review
   - 5.9 Communication Committee Report – AA/Robert B. (1 min)
   - 5.10 Website Committee Report – Ross (3 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Lot 39-E (SG) – Complaint – GD (2 min)
   - 6.2 Conduct of Meeting Policy, Hiring Policy, Privacy Policy – DK (2 min)

7. **NEW BUSINESS**

8. **Closed Session**
   - 8.1 Discussion of lawsuits – Board

9. **Adjournment**

10. **Next Board Meeting: December 8, 2014**

Glastonbury Landowners Association
Profit & Loss Budget Variance
January through October 2014

	Jan - Oct 14	Budget	% of Budget
Ordinary Income/Expense			
Income			
100 · Parcel Assessment Fees			
109 · Land Assessments 2012	2,254.68		
110 · Land Assessments 2013	3,400.06		
111 · Land Assessments 2014	63,163.46	63,000.00	100.26%
119 · Dwelling Assessments 2012	505.08		
120 · Dwelling Assessments 2013	2,899.65		
121 · Dwelling Assessments 2014	42,700.77	44,000.00	97.05%
150 · Golden Age Village Income	7,019.25	9,359.00	75.0%
170 · Finance Ch Income- Past Due Ass	4,421.92		
171 · 5% Penalty Income	672.85		
180 · 2009 Chip Seal Assessment	0.00		
190 · Discounts Given	-191.00		
Total 100 · Parcel Assessment Fees	126,846.72	116,359.00	109.01%
200 · Project Impact Fees			
201 · Application Fees	226.17		
210 · Structure Impact Fees	1,799.10		
220 · Road/Driveway Impact Fees	75.00		
Total 200 · Project Impact Fees	2,100.27		
400 · Other Gen Fund Income			
401 · Lien Fees Paid	171.46		
450 · Donation Income	0.00		
Total 400 · Other Gen Fund Income	171.46		
Total Income	129,118.45	116,359.00	110.97%
Gross Profit	129,118.45	116,359.00	110.97%
Expense			
1000 · Snow Removal			
1010 · Contracted Snow Removal	3,305.50	4,000.00	82.64%
1011 · Equipment Rental	1,300.00		
1012 · Snow Fences	71.95		
1013 · Sand	37.50	500.00	7.5%
1015 · Payroll Costs			
1016 · Wages Paid Snow	3,364.30	4,300.00	78.24%
1018 · Benefits & Other Payroll Costs	5.52		
1018a · Payroll Software	280.00	280.00	100.0%
1019 · Workers' Compensation Insurance	0.00	220.00	0.0%
1019a · Employ.Practice Liability Ins.	1,085.00		
1015 · Payroll Costs - Other	0.00		

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Glastonbury Landowners Association
Balance Sheet
As of October 31, 2014

	Oct 31, 14	Sep 30, 14
ASSETS		
Current Assets		
Checking/Savings		
002 · Bank of the Rockies Checking	4,293.46	1,263.39
003 · Savings Account		
004 · Savings Gen Operating Accnt	50,779.96	64,854.34
010 · Construction Bond Reserve Cash	11,957.00	11,957.00
011 · Emergency Loan Reserve	7,500.00	7,500.00
012 · Digitizing Reserve Cash	1,361.27	1,361.27
013 · NG Chip Seal Reserve Cash	29.27	2,070.12
014a · NG Road Reserve Cash	12,509.69	14,356.18
014b · SG Road Reserve Cash	22,131.17	14,356.17
015 · Lawsuit Reserve Cash	20,000.00	30,000.00
003 · Savings Account - Other	43.73	33.34
Total 003 · Savings Account	126,312.09	146,488.42
Total Checking/Savings	130,605.55	147,751.81
Accounts Receivable		
Accounts Receivable	234,890.48	241,820.17
Total Accounts Receivable	234,890.48	241,820.17
Other Current Assets		
Petty Cash	73.19	73.19
12000 · Undeposited Funds	20.00	580.25
Total Other Current Assets	93.19	653.44
Total Current Assets	365,589.22	390,225.42
TOTAL ASSETS	**365,589.22**	**390,225.42**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Construction Bonds Held by GLA	11,957.00	11,957.00
Payroll Liabilities	224.57	224.57
Total Other Current Liabilities	12,181.57	12,181.57
Total Current Liabilities	12,181.57	12,181.57
Long Term Liabilities		
Bank of the Rockies Loan	55,058.29	55,058.29
Total Long Term Liabilities	55,058.29	55,058.29
Total Liabilities	67,239.86	67,239.86
Equity		
Digitizing Fund	1,361.27	1,361.27
Emergency Loan Fund	7,500.00	7,500.00
Lawsuit Fund	20,000.00	30,000.00
NG Chip Seal Fund	29.27	2,070.12
NG Road Fund	12,509.69	14,356.18
Opening Balance Equity	22,222.35	22,222.35
Operating Fund Balance	132,327.31	136,402.31
SG Road Fund	22,131.17	14,356.17
Net Income	80,268.30	94,717.16
Total Equity	298,349.36	322,985.56
TOTAL LIABILITIES & EQUITY	**365,589.22**	**390,225.42**

Glastonbury Landowners Association
Profit & Loss Budget Variance
January through October 2014

	Jan - Oct 14	Budget	% of Budget
Total 1015 · Payroll Costs	4,734.82	4,800.00	98.64%
1020 · Equipment Costs			
1021 · Truck Registration & Insurance	698.00	1,080.00	64.63%
1024 · Truck #2 (93 DODGE) Maintenance	1,676.35	3,000.00	55.88%
1025 · Fuel	1,118.74	2,000.00	55.94%
1026 · Wages Truck Maintenance	615.00		
Total 1020 · Equipment Costs	4,108.09	6,080.00	67.57%
Total 1000 · Snow Removal	13,557.86	15,380.00	88.15%
1030 · Roads & Weeds			
1031 · Contracted Weed Control	2,094.44	2,500.00	83.78%
1032 · Roadside Mowing	1,260.00	1,600.00	78.75%
1035 · Contract Grade/Grv & Paved-NG			
1035a · Aquarius Lane	95.00		
1035b · Aries Drive	513.00		
1035c · Capricorn Drive	717.00		
1035f · Gemini Road	646.34		
1035i · Orion Way	753.90		
1035j · Pisces Way	300.00		
1035k · Sirius Drive	2,322.93		
1035l · Taurus Road	1,752.33		
1035m · Venus Way	300.00		
1035n · Mercury Lane	115.00		
1035p · Paved Road Costs	7,743.39		
1035 · Contract Grade/Grv & Paved-NG - Other	241.11	15,500.00	1.56%
Total 1035 · Contract Grade/Grv & Paved-NG	15,500.00	15,500.00	100.0%
1036 · Contract Grade/Gvl-SG			
1036b · Arcturus Drive	4,085.00		
1036d · Leo Drive	605.00		
1036g · Hercules Road	8,078.75		
1036h · Polaris Way	458.00		
1036j · Sagittarius Skyway	400.00		
1036k · Scorpio Way	770.00		
1036z · Other	2,645.00		
1036 · Contract Grade/Gvl-SG - Other	26.79	15,500.00	0.17%
Total 1036 · Contract Grade/Gvl-SG	17,068.54	15,500.00	110.12%
1041 · Emergency Road & Fence Repair	0.00	1,000.00	0.0%
1045 · Signs, Posts, Etc	437.40		
1046 · Insurance - Roads/Common Land	5,375.16	5,500.00	97.73%
1030 · Roads & Weeds - Other	0.00	0.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget Variance
January through October 2014

	Jan - Oct 14	Budget	% of Budget
Total 1030 · Roads & Weeds	41,735.54	41,600.00	100.33%
1200 · Parkland/Recreation Center			
1210 · Utilities for Rec Center	343.27	500.00	68.65%
1230 · Lawn Mowing/Gas	0.00	150.00	0.0%
1240 · Mower Maintenance	0.00	250.00	0.0%
Total 1200 · Parkland/Recreation Center	343.27	900.00	38.14%
1300 · Litigation			
1310 · Legal Costs - O'Connell	175.00	13,300.00	1.32%
1311 · Document Production	966.45		
Total 1300 · Litigation	1,141.45	13,300.00	8.58%
1400 · Community Complaints			
1410 · Community Complaints Costs	0.00	725.00	0.0%
Total 1400 · Community Complaints	0.00	725.00	0.0%
2000 · Overhead/Admin Costs			
2005 · Accountant's Fees	966.00	1,571.00	61.49%
2010 · Admistration Costs - Contracted	119.93		
2011 · Bank Charges	34.00		
2012 · Credit Card Fees	129.25		
2013 · Collection Costs	1,092.40		
2016 · Insurance - Board Liability	1,609.20	3,000.00	53.64%
2017 · Legal Fees-General Advice	3,850.00	1,000.00	385.0%
2018 · Licenses & Annual Reporting	85.00	70.00	121.43%
2019 · Lien Filing Costs	289.00		
2020 · Management Expense	13,095.30	22,629.00	57.87%
2025 · Miscellaneous	736.24	500.00	147.25%
2030 · Newsletter Costs	277.92	0.00	100.0%
2050 · Office Supplies	457.89	1,400.00	32.71%
2051 · Procedures & Documents	0.00		
2052 · Postage & Shipping	1,906.97	1,200.00	158.91%
2055 · Printing & Copies	1,237.89	850.00	145.63%
2060 · Rent - Facilities	1,134.00	630.00	180.0%
2062 · Rent - PO Box & Safe Dep Box	157.50	60.00	262.5%
2065 · Software - SharePoint	17.90	20.00	89.5%
2066 · Software - Dropbox	99.90		
2070 · Taxes - Property	0.00	325.00	0.0%
2080 · Telephone & Messaging	154.50	180.00	85.83%
2090 · Website Costs			
2091 · Website Contractor Devlop&Maint	0.00	450.00	0.0%
2092 · URL & Domain Fees	55.61	140.00	39.72%
Total 2090 · Website Costs	55.61	590.00	9.43%

Glastonbury Landowners Association
Profit & Loss Budget Variance
January through October 2014

	Jan - Oct 14	Budget	% of Budget
Total 2000 · Overhead/Admin Costs	27,506.40	34,025.00	80.84%
3000 · Annual Meeting Costs			
3015 · Annual Mtg Postage	65.30	450.00	14.51%
3020 · Annual Mtg Refreshments/Snacks	0.00	250.00	0.0%
3025 · Annual Mtg Rent	0.00	75.00	0.0%
3030 · Annual Mtg Printing & Copies	80.00	600.00	13.33%
Total 3000 · Annual Meeting Costs	145.30	1,375.00	10.57%
Total Expense	84,429.82	107,305.00	78.68%
Net Ordinary Income	44,688.63	9,054.00	493.58%
Other Income/Expense			
Other Income			
5000 · Interest Income - Bank	82.22	80.00	102.78%
Total Other Income	82.22	80.00	102.78%
Other Expense			
6000 · Interest Expense	3,832.28	6,128.00	62.54%
Total Other Expense	3,832.28	6,128.00	62.54%
Net Other Income	-3,750.06	-6,048.00	62.01%
Net Income	**40,938.57**	**3,006.00**	**1,361.9%**

Glastonbury Landowners Association
Profit & Loss
October 2014

	Oct 14	
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
111 · Land Assessments 2014	175.08	
150 · Golden Age Village Income	2,339.75	
170 · Finance Ch Income- Past Due Ass	-159.79	
171 · 5% Penalty Income	-31.70	
Total 100 · Parcel Assessment Fees		2,323.34
Total Income		2,323.34
Gross Profit		2,323.34
Expense		
1000 · Snow Removal		
1012 · Snow Fences	71.95	
Total 1000 · Snow Removal		71.95
1030 · Roads & Weeds		
1035 · Contract Grade/Grv & Paved-NG		
1035b · Aries Drive	205.00	
1035c · Capricorn Drive	409.00	
1035f · Gemini Road	205.00	
1035j · Pisces Way	205.00	
1035k · Sirius Drive	406.00	
1035l · Taurus Road	205.00	
1035m · Venus Way	205.00	
1035p · Paved Road Costs	7,623.39	
Total 1035 · Contract Grade/Grv & Paved-NG	9,463.39	
1036 · Contract Grade/Gvl-SG		
1036b · Arcturus Drive	1,405.00	
1036d · Leo Drive	605.00	
1036g · Hercules Road	1,700.00	
1036z · Other	2,645.00	
Total 1036 · Contract Grade/Gvl-SG	6,355.00	
Total 1030 · Roads & Weeds		15,818.39
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	44.24	
Total 1200 · Parkland/Recreation Center		44.24
2000 · Overhead/Admin Costs		
2017 · Legal Fees-General Advice	122.50	
2052 · Postage & Shipping	196.00	
2055 · Printing & Copies	80.00	
2060 · Rent - Facilities	250.00	
2066 · Software - Dropbox	9.99	
2080 · Telephone & Messaging	14.95	
Total 2000 · Overhead/Admin Costs		673.44
3000 · Annual Meeting Costs		
3015 · Annual Mtg Postage	65.30	
3030 · Annual Mtg Printing & Copies	80.00	
Total 3000 · Annual Meeting Costs		145.30
Total Expense		16,753.32
Net Ordinary Income		-14,429.98

Glastonbury Landowners Association
Profit & Loss
October 2014

	Oct 14
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	10.39
Total Other Income	10.39
Net Other Income	10.39
Net Income	-14,419.59

ANNOUNCEMENTS FROM THE GLA BOARD OF DIRECTORS

October 8, 2014

1. GLA Landowner Survey - Please respond by October 31, 2014

Dear Glastonbury Landowner,

A survey has been developed by the Governing Document Committee of the GLA in an effort to "feel the pulse" of the membership regarding our Association and potential changes to its governing documents which consist of the Bylaws, Covenants, Land Use Master Plan, and a variety of Standards. Your opinions matter, and could cause changes that make an impact on your property values. This survey is designed to help clarify what changes to our governing documents the Members are most interested in, and the results will be used as guidelines on what changes to our governing documents will be recommended by the Committee.

To participate in this survey log onto "Survey Monkey" at **www.glamontana.org/surveys.**

If you prefer a hard copy of the survey to be mailed to you, please contact the GLA phone message service at 406-451-0033, ext. 106 with your name, parcel number and mailing address. You may then mail your completed survey back to the GLA.

2. The GLA is looking to hire an Administrative Assistant

Please see job description on the website **www.glamontana.org/careers**

3. Conduct of Meeting Policy – 30-day Input Period

Please see the enclosed "Conduct of Meeting Policy" which the Board plans to adopt after receiving input from landowners and legal counsel. Send your comments and suggestions to: info@glamontana.org or mail to GLA, PO Box 312, Emigrant, MT 59027

2014-11-17_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

November 17, 2014

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:14 pm at St. John's Church.
   PRESENT: Dan Kehoe (President), Alyssa Allen (as Vice President), Janice McCann (Treasurer), Ross Brunson, Ed Dobrowski (arrived at 7:35), Catherine Fitzgerald, Jim Kozlik, Paul Ranttalo, Robert Wallace (aka Robert W.), and present by phone: Robert Branson (aka Robert B.) and Gerald Dubiel.
   Absent: Charlotte Mizzi (Secretary), Scott McBride.
   Landowners: Charlene Murphy, Claudette & Micah Dirkers, Clare Parker, Jerry Ladewig, Ia & Chris Williams, Valery & Daniel O'Connell, Donna Lash-Andersen.

2. **Set Agenda**

3. **Approve Meeting Minutes – August 11, 2014** – Tabled.

4. **Visiting Landowner Input Period**
   Valery O'Connell stated that the Board had until December 8th to "do something about the liens" or she will have to file another lawsuit.

5. **Officer and Committee Reports**
   5.1 President's Report – DK – No Report.

   5.2 Committee Reports for any timely issues – No Reports.

6. **UNFINISHED BUSINESS**
   6.1 Proposal to hire administrative employee – AA
   Alyssa reviewed the need to move ahead with interviewing candidates for the administrative assistant employee position. As a next step, Ross suggested that interview questions be developed. By general consensus, the Board agreed to proceed with the interview process to be conducted by the Officers.

7. **NEW BUSINESS**
   7.1 Board Orientation
   7.1.1 Board Member Communications
   Dan and Ross reviewed the board e-mail group for internal communication among board members, how the "info" account is used for landowner inquiries and communication. Ross mentioned that board members may wish to establish a unique e-mail address to use for their GLA-related e-mails. Alyssa mentioned the importance of board members being aware that when they are communicating with landowners, they are at all times a representative of the Board. If a landowner has a question or concern, it is best to refer them to the chairperson of a committee or ask them to put their concern in writing so it can be presented to the Board and/or proper committee rather than handled personally. Ross pointed out that when landowners send an e-mail to the "info" account, it is distributed to the entire Board, and can then be handled by the Communication Committee. He advised that board members do not respond to landowners directly from their personal e-mail because this puts the communication outside of the already-established GLA accounts. Alyssa pointed out that the accounts that are setup allow for a team effort in handling issues. info@glamontana.org is the official e-mail for communication with landowners.

7.1.2 Board Member Binder
Dan reviewed the contents of the board member binder.

7.1.3 How Board Meetings are Conducted
Dan reviewed how Robert's Rules of Order are generally used for conducting meetings. He referred to how the Conduct of Meeting Policy is being developed and will be sent out to landowners for input prior to adopting. Alyssa reviewed how meetings are conducted/chaired by the President, and how unlike typical Roberts Rules of Order, the President or Chairperson votes on motions at meetings. Anyone wishing to speak during the meeting is to raise their hand so the Chairperson can recognize and call on them to speak.

7.1.4 Board Member Roles
Alyssa reviewed how various jobs are generally done by different officers, such as the Secretary being responsible for overseeing the minutes and keeping the minutes binders, but not actually taking the minutes, and bringing the various binders to the meeting such as the landowner binders which will contain reports and information that is in final form. Alyssa pointed out that per attorney advice, landowner binders do not contain materials that are in draft form. Board members will receive materials by e-mail prior to the meeting in addition to hardcopies provided at the meeting. It helps to streamline the meetings for board members to review their materials prior to the meetings.

7.1.5 Confidentiality Agreement
New board members signed the Confidentiality Agreement.

7.2 Election of Officers
Dan and Ross reviewed how the officers are President, Vice President, Secretary and Treasurer. The President presides at meetings, signs documents; the Vice President presides when the President is not available; the Secretary keeps the minutes, issues meeting notices; the Treasurer is the Chief Financial Officer, keeps track of monies and gives financial reports. Janice was asked if she would like to continue as Treasurer and she agreed. **Motion:** Ross motioned and Robert W. seconded to elect Janice McCann as Treasurer. **Motion Carried** (9 in favor and 1 abstention – Janice). Ross said that he was willing to take the role of Vice President. No others were interested. **Motion:** Jim motioned and Robert W. seconded to elect Ross Brunson as Vice-President. **Motion Carried** (9 in favor and 1 abstention – Ross). Dan mentioned that he is willing to continue as President, and is open to any others taking the position. No others were interested. **Motion:** Jim motioned and Janice seconded to elect Daniel Kehoe as President. **Motion Carried** (9 in favor and 1 abstention – Dan). Dan suggested that Alyssa Allen be Secretary since she has been helping with the minutes, and does a lot of work with the Communication Committee. The board discussed how this position requires a certain set of skills and knowledge of the history of the association and that the Bylaws allow the position of Secretary to be filled by a non-board member. Alyssa said she would be willing to take the role for the sake of continuity, and is willing to make a commitment for a season, train the administrative assistant, and pass along information and knowledge. **Motion:** Ross motioned and Janice seconded to elect Alyssa Allen as Secretary. **Motion Carried Unanimously.**

7.3 Review of and Formation of Committees

Ross pointed out that current committees are listed on the website, and are as follows: Communications, Road Management, Road & Weed, Project Review, Election, Budget, Governing Documents, and Web Services. Alyssa pointed out that only committees made up of directors are allowed to make decisions and take action in accordance with the Bylaws. She pointed out this is the reason why there are 2 different Road Committees: the Road Management Committee consists of directors only, and the Road & Weed Committee has both directors and landowners. Ross read the Bylaws regarding how committees are appointed by the Board, and how advisory committees can consist of board members and landowners, or landowners only. Dan clarified that more time would be spent at the December 8 meeting on forming and appointing members to committees.

7.4 Lawsuit Demands

Dan reviewed with the Board the recent lawsuit discovery demands "Requests for Admissions" and "Interrogatories" filed by the litigants. Dan and Ross described that a great deal of time, energy, and research will be required to respond to these and meet the December 1st deadline. Ross explained that to not answer these would put the GLA into default. Dan proposed that the Board hire Alyssa Allen as an employee to do the work required, taking into account her background, knowledge and availability. Ross pointed out that it would cost a great deal more for the GLA to pay attorneys to do this work. Ross clarified that the scope of work would be limited to lawsuit related, and this would be paid from the legal fund. Dan suggested $20 per hour. The Board discussed that there is no one else who would have the time, background knowledge, and willingness to do this type of work. **Motion:** Ross motioned and Paul seconded to immediately work out a part-time employee contract with a statement of work, responsibilities, and limitation of work with Alyssa Allen to be a special assistant for handling lawsuit demands due to her critical success factor for this position. The President and Vice-President are to finalize the contract as long as there is no conflict of interest in hiring Alyssa and the hourly rate doesn't go above $20 an hour. If any changes to this are needed, a phone meeting with the Board will follow. **Motion Carried** with 8 in favor and 2 abstentions (Jim & Gerald).

8. Closed Session

8.1 Discussion of lawsuits – Board

9. Meeting Adjourned at 9:00 p.m.

10. Next Board Meeting: December 8, 2014

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

November 17, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – Aug. 11, 2014

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK (2 min)
   - 5.2 Committee Reports for any timely issues

6. **UNFINISHED BUSINESS**
   - 6.1 Proposal to hire administrative employee – AA (2 min)

7. **NEW BUSINESS**
   - 7.1 Board Orientation
     - 7.1.1 Board Member Communications
     - 7.1.2 Board Member Binder
     - 7.1.3 How Board Meetings are Conducted
     - 7.1.4 Board Member Roles
     - 7.1.5 Confidentiality Agreement
   - 7.2 Election of Officers
   - 7.3 Review of and Formation of Committees
   - 7.4 Lawsuit Demands

8. **Closed Session**
   - 8.1 Discussion of Lawsuits – Board

9. **Adjournment**

10. **Next Board Meeting: December 8, 2014**

Glastonbury Landowners Association, Inc.

Board Member Confidentiality Agreement

The term "Confidential Information" shall mean any proprietary information of the Glastonbury Landowners Association (GLA) that is not generally known to the public and which, if misused or disclosed, could reasonably be expected to adversely affect the GLA's operations or the privacy of individual Glastonbury Landowners. From time to time, Directors may be privy to Confidential Information, including but not limited to information about landowners, policies, projects, drafts of meeting minutes, employment records and new personnel acquisition plans, or other business information ("Confidential Information").

I agree to keep confidential and not disclose to any unauthorized person any Confidential Information of the GLA. Confidential Information shall be used solely for the purpose of fulfilling obligations of my duties as a GLA Board member.

I shall disclose Confidential Information only to other GLA Directors, employees or agents who have a need to know, and shall inform such Directors, employees and agents of their obligation to maintain the confidentiality of such Confidential Information pursuant to this Agreement.

I understand that I have no obligation to treat as confidential any information which:

(i) was in my possession without an obligation to keep it confidential, before such information was disclosed to me;

(ii) is or becomes public knowledge through a source other than me and through no fault of mine from a source other than matters presented to me.

Signature: _____ Date: _____

Please print name _____

2014-12-08_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Phone Meeting Minutes – *Final*

December 8, 2014

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1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:19 pm via conference call service. **PRESENT**: Dan Kehoe (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Ed Dobrowski, Catherine Fitzgerald, Paul Ranttalo, Robert Wallace (aka Robert W.), Robert Branson (aka Robert B.) and Gerald Dubiel. **Absent:** Charlotte Mizzi, Scott McBride and Jim Kozlik. **Also Attending**: Some landowners also attended.

2. **Set Agenda**

3. **Approve Meeting Minutes – August 11, November 5, November 8, November 17, 2014.** **Motion:** Janice motioned and Robert W. seconded to approve the November 8, 2014 minutes. **Motion carried** (8 in favor and 1 Abstention – Ed). Approval of the August 11, November 5 and November 17 minutes was tabled until next meeting.

4. **Visiting Landowner Input Period**
   Claudette Dirkers inquired about the reason for the phone meeting and Dan replied that it allowed board members who are out of town to participate so that we can have quorum. Claudette commented that the phone meeting was inconvenient for some and they were informed on short notice. A landowner inquired about the relationship between the GLA Association and the "Glastonbury Landowners for Positive Change" group. Ross clarified that this group is a landowner group, not an official board committee, and there is no connection with the GLA Association.

5. **Officer and Committee Reports**

   5.1 President's Report – DK
   Dan clarified that next steps with the Bylaws amendments done in the Spring of 2014 regarding use of e-mail for notices and in the Fall of 2014 regarding inspection of records. **Motion:** Ross motioned and Robert W. seconded that the amendments to the Bylaws Article V-D regarding Notice of Meetings be filed by Alanah Griffith with the appropriate authority as the 2nd amendment of the Bylaws. **Motion carried unanimously. Motion**: Ross motioned and Janice seconded that the amendments to the Bylaws Article VI-G regarding Notice of Meetings be filed by Alanah Griffith with the appropriate authority as the 3rd amendment of the Bylaws. **Motion carried unanimously. Motion:** Paul motioned and Gerald seconded that the amendments to the Bylaws Article VIII-I regarding Inspection of Books passed by the members at the November 8th Annual meeting be filed by Alanah Griffith with the Secretary of State as the 4th amendment of the Bylaws. **Motion carried unanimously.**

   5.2 Secretary's Report – AA

   5.2.1 Update on process of hiring administrative employee
   Alyssa reported that there have been 5 candidates who have applied for the position, and further details will be reviewed in the closed session since this is a confidential matter.

   5.3 Treasurer's Reports – JM

   5.3.1 Budget Variance, Check & Deposit
   Janice reviewed the Treasurer's reports giving some highlights of where things stand as we approach the end of the year. **Motion**: Robert B. motioned and Robert W. seconded to approve the Treasurer's reports. **Motion carried unanimously.**

   5.4 Collection Committee Report – JM
   Janice reported that she did some research regarding lien laws and once a lien is placed

on a property it does not expire. She explained that we do not need to be concerned that our liens are not any good because once there is a lien it stays with the property until it is released. She mentioned that she is working on a plan to further our ability to collect past due assessments, and recommends that we update our payment plan policy to reflect the board's latest decision that if people are up-to-date with their current year's assessments and keep up with their payment plans, the interest will be frozen. She intends to work closely with those who are delinquent and wants to send another letter to people who are behind explaining how they can get setup with a payment plan. Those who refuse to work with us should be sent to a collection attorney. Janice emphasized that we need to give people incentive to pay off their dues.

Robert Branson inquired about how a potential heavy snowfall would be handled if it causes us to run over budget, and if there is a particular fund the extra money needed would come out of. Janice responded that we would look at the SG and NG "Road Fund" and determine what was available, but basically, it would come out of the general operating account. She clarified that the Road Committee would know if we are going over budget, and then the board would be informed of the situation. We would have to get the board's approval to pay extra for plowing.

Dan recommended that board members study the 2015 draft budget so we can have meaningful discussion on it at the January board meeting.

5.5 Road and Weed Mgmt Committee Report – RW

Robert W. reported that there was a Road Committee meeting on December 5, 2014 attended by himself, Paul, Gerald, Janice, Ed, Walter Wunsch, Pouwell Gelderloos and Charlene Murphy. Discussion items included: the contract with Aaron Cain for installing a grate and extending the culvert at the intersection of Hercules and Libra for $1000 as approved by the board. Aaron will do the work ASAP. It has become clear that we need posts to keep plows on the road, and so Walter Wunsch will be purchasing posts for $575, which will be reimbursed by the GLA. 35 are needed for SG, 15 for NG. Robert W. described how the sand we have been purchasing from Durgan is clogging our sander, and how we need to purchase sand from Fanuzzi because it is much better. He also described how there will be a major change in Walter Wunsch's interaction with the GLA. He has done approximately $2000 worth of plowing for free over the years, but now he will charge $40 per hour during business hours, and $75 per hour during weekends and after hours as a contractor. Regarding road captains, Tim Brockett will be the high South road captain, Ed Dobrowski for lower South, Robert W. and Paul for North. The committee recommends Paul as co-chair of the Road Management Committee. **Motion**: Robert motioned and Janice seconded that Paul Ranttalo co-chair the Road Management Committee with Robert Wallace, and that an additional $500 be spent for labor to put in posts. **Motion carried** (1 abstention – Paul). Janice clarified that the posts would be paid from the emergency road fund.

5.6 Website Committee Report – Ross

Ross reported that at this time, the trial period for "Association Voice" web-based management software will be put on hold. Although this is an excellent package, we have a lot going on right now with many demands on our time, and we don't have the resources in terms of manpower to work on this system at this time. This does not mean we are making any decision about whether or not to use this system in the future. Ross mentioned that recent legal filings will be posted on the GLA website, and he thanked Clare Parker for her suggested edits to the front page of the site. He added a link for local information, suggesting that people check out the "local area" page and send any feedback to Webmaster@glamontana.org.

6. UNFINISHED BUSINESS

6.1 Lot 39-E (SG) – Complaint – GD

Dan clarified that our next step on this issue was to send a letter to the owner of the lot regarding the complaint. Robert Branson said that he will get something drafted and to the board in the next week.

6.2 Policies: Conduct of Meeting, Hiring, Privacy, Records Retention – DK

Dan briefly reviewed the policies and suggested that Ross post these on Google Docs so that board members can add their input and edits. Dan requested that input be given by January 6, 2015, before the next board meeting. Dan clarified that the finalized drafts will then be sent out to the membership for their comments and input before adopting. The association has reached a point where policies need to be put in place so that future boards will have guidelines to follow.

6.3 Conference Phone Equipment – Ross

Ross reported that research has been done on the best phone for our needs, and a conference phone with 6 microphones is being considered. The plan is to purchase the equipment sometime after the first of the year, and if it does not work out, it can be returned for a full refund.

7. NEW BUSINESS

7.1 Committee Protocol – DK

Dan asked Alyssa to give an overview about committees. Alyssa described that committees are appointed by the board, and may consist of directors only, a combination of directors and landowners (or other non-landowners who may be on the committee due to their expertise in a certain area), or landowners only. The Bylaws state that only committees of directors can be empowered by the board to take actions. Otherwise, they are advisory. She pointed out that the Bylaws describe how the meeting notice and open meeting requirements apply to committees as well. Dan added that committees are to take minutes at their meetings and then read these at the regular board meetings so that the minutes then become part of the general meeting minutes. Sometimes committees may have separate minutes if they are lengthy. The Bylaws simply require that committee minutes reflect who attended meetings and any actions taken. Most committees are advisory and decisions are made at the board meeting. By incorporating committee minutes into the board meeting minutes, it keeps the records consistent.

7.2 Establish Committees – DK

Dan conducted the process of establishing committees for 2015.

Project Review Committee: **Motion**: Robert Branson motioned and Robert W. seconded for Gerald to be chair, and Robert B. to be a member. **Motion carried unanimously**.

Communications Committee: **Motion:** Ross motioned and Janice seconded for Robert B. and Catherine to co-chair, Ross and Dan as members. **Motion carried unanimously**.

Collection Committee: **Motion**: Janice motioned and Robert B. seconded for Janice and Dan to be co-chairs. **Motion carried unanimously**.

Road & Weed Committee: **Motion**: Robert W. motioned and Robert B. seconded that Robert W. and Paul co-chair with Janice, Ed, Gerald, Paul, Walter Wunsch, Charlene Murphy, and Dan as members. **Motion carried unanimously**. Further discussion regarding Kevin Newby's interest in helping on the committee. **Motion**: Robert W.

motioned and Janice seconded to add Kevin Newby to the Road & Weed Committee. **Motion carried unanimously**.

Website Committee: **Motion**: Ross motioned and Gerald seconded for Ross to be chair, with Dan and Scott as members. **Motion carried unanimously**.

Election: Dan pointed out that all board members are to be on this committee.

Legal Committee: **Motion**: Ross motioned and Robert W. seconded that Dan is chair and Ross is member. **Motion carried unanimously**.

Budget Committee: **Motion:** Janice motioned and Ross seconded for Janice to be chair, Ed, Regina Wunsch and Charlene Murphy as members. **Motion carried unanimously**.

Dan mentioned that other committees can be formed at the January board meeting.

7.3 Determine Meeting Dates for 2015 – DK

The board reviewed the proposed meeting dates for 2015. Discussion. Alyssa brought up the need to have as much time as possible between the October board meeting and the annual meeting to fulfill the 30-day requirements for the information that is sent to the membership to be produced and prepared for mailing. **Motion**: Janice motioned and Gerald seconded to accept the proposed 2015 meeting dates with Nov. 2 for the regular board meeting, Nov. 14 for the Annual meeting and Dec. 7 for the regular board meeting. **Motion carried unanimously**.

7.4 Planning for January Mailing – DK

Dan asked Alyssa to give a report about the January mailing. Alyssa reviewed that the mailing will include a Newsletter that informs landowners about the election results, committees list, meeting schedule, along with the 2015 Budget Report, the 2014 Receipts & Expenditures Report, and this year we will also include policies for due process notice.

8. Comment Period for Visiting Landowners

Claudette Dirkers inquired about how the 18 percent interest is applied on delinquent accounts. Val O'Connell commented on liens expiring.

9. Closed Session:

9.1 Administrative Employee Candidates and Recommendations – Board

The board discussed the various candidates for the position. **Motion**: Ross motioned and Janice seconded that Karleen McSherry be selected for the Administrative Assistant position at a rate of $13 per hour, and she be given a 14-day time period for her to give a decision to our job offer. **Motion carried unanimously**.

9.2 Discussion of lawsuits – Board

10. Adjournment 10:28 pm

11. Next Board Meeting: January 12, 2015

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

December 8, 2014 – 7:00 pm

1. **Call to Order**

2. **Set Agenda**

3. **Approve Meeting Minutes** – August 11, November 5, November 8, November 17, 2014

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK (1 min)
     - 5.1.1 Bylaws Amendments – Next Steps
   - 5.2 Secretary's Report – AA (1 min)
     - 5.2.1 Update on process of hiring administrative employee
   - 5.3 Treasurer's Reports – JM (3 min)
     - 5.3.1 Budget Variance, Check & Deposit
   - 5.4 Collection Committee Report – JM (5 min)
   - 5.5 Road and Weed Mgmt Committee Report – RW (5 min)
   - 5.6 Website Committee Report – Ross (3 min)

6. **UNFINISHED BUSINESS**
   - 6.1 Lot 39-E (SG) – Complaint – GD (2 min)
   - 6.2 Policies: Conduct of Meeting, Hiring, Privacy, Records Retention – DK (2 min)
   - 6.3 Conference Phone Equipment – Ross (2 min)

7. **NEW BUSINESS**
   - 7.1 Committee Protocol – DK (2 min)
   - 7.2 Establish Committees – DK (5 min)
   - 7.3 Determine Meeting Dates for 2015 – DK (2 min)
   - 7.4 Planning for January Mailing – DK (2 min)

8. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

9. **Closed Session**
   - 9.1 Administrative Employee Candidates and Recommendations – Board
   - 9.2 Discussion of lawsuits – Board

10. **Adjournment**

11. **Next Board Meeting: TBD**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

January 19, 2015

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1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:08 pm at St. John's Church.
   PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Catherine Fitzgerald, Jim Kozlik, Charlotte Mizzi, Paul Ranttalo, Robert Wallace (aka Robert W.).
   Also attending: Karleen McSherry (Administrative Assistant)
   Landowners: Tim Brockett, Debbie Blais & Kevin Newby, Claudette & Micah Dirkers, Sheila & Michael Laverty, Michael McCann, Myron & Cindy Moorman, Charlene Murphy, Clare & Rudy Parker, Dennis Riley, Chuck Tanner, Ia & Chris Williams, Walter & Regina Wunch.

2. **Introduction of Administrative Employee**
   Dan introduced Karleen McSherry who has filled the administrative assistant position and is being trained in duties by Alyssa.

3. **Set Agenda**
   Dan added agenda item 6.1.2

4. **Approve Meeting Minutes – August 11, November 5, November 17, December 8, 2014**
   Motion: Janice motioned and Ross seconded to approve the August 11, 2014 minutes. **Motion carried.** (2 Abstentions – Jim and Catherine.) In the November 5, 2014 minutes, it was noted that Gerald was present at the October 22, 2014 Road Committee meeting. **Motion:** Janice motioned and Ross seconded to approve the November 5, 2014 minutes as amended. **Motion carried.** (4 Abstentions – Jim, Catherine, Charlotte and Robert B.) Approval of the November 17 and December 8 minutes was tabled until next meeting.

5. **Visiting Landowner Input Period**
   Landowners commented upon various issues including the possible restructuring of the association such that there would not be a board, but only a road committee and moving all monies to roads thereby eliminating the deficit; the suggestion to use volunteers to help lighten the board's load and financial burdens; the need for more and better communication including more frequent newsletters that include news and not just policy; the idea of putting meeting minutes on the website which then brought up questions of privacy, costs of software and maintenance to password protect and therefore keep private certain issues and information; desire to see survey results; complaint that road policy not brought to the attention of a new property owner upon purchase and questioning the legality of the policy as well as the request for high South to receive the same plow service as everyone else; how a lot of people think committee meetings are private and the board needs to announce that they're open in the newsletter and on the website.

6. **Officer and Committee Reports**
   6.1 President's Report – DK
   6.1.1 Filing of Bylaws Amendments
   Dan clarified that the previous motion from the December 8, 2014 board meeting to have the Bylaws Amendments filed with the Secretary of State was not the proper procedure and that there was no legal requirement to "file" the amendments. The board discussed the benefit of having these filed with the County Clerk so that the amendments would be included when new landowners may receive them from the County. **Motion**: Robert B. motioned and Charlotte

seconded for the Bylaws Amendments to be filed with the County Clerk, and to rescind having Alanah filing same with the state. **Motion carried unanimously.**

6.1.2 Scott McBride Resignation – DK *(added to agenda)*

Dan reported that Scott McBride resigned as of 12-31-14, and that the board is to designate someone to fill the rest of his term which ends in November 2015. He welcomed Glastonbury South landowners in good standing who are interested in serving on the Board to send an e-mail stating as such to info@glamontana.org. The board discussed the need to mention the opening in the upcoming Newsletter.

6.2 Secretary's Report – AA

6.2.1 January Mailings

Alyssa reported that the Newsletter will be going out soon. Info still needs to be added such as the governing documents survey. When a draft is ready, it will be e-mailed to the board for their comments and input. Draft policies and financial reports will be included in the mailing. Discussion ensued regarding sending the info out in two different mailings due to the many pages to be included; about buying a "statement enclosed" stamp (currently window envelopes are used which should suffice to alert people to the fact that it's a bill); not including the assessment policy which people can read and download from the website; the suggestion that a "new member" letter be written and sent to new property owners to state how to function in this community; a request that landowners are to contact the GLA when they sell their property; and the question of whether we have the capability for monthly automatic payments. Alyssa continued her report stating that an e-mail vote had been taken and passed regarding a motion made by Dan and seconded by Ross on January 14 to buy a computer for the new administrative assistant. The organization needs to equip its employee. **Noting Actions by Written Consent: Motion**: Dan moved and Ross seconded that we purchase a Mac Mini computer for $499 in Bozeman and a monitor for $150 this week in order to have it for the administrative employee to use at the Monday, January 19, 2015 meeting and ongoing. **Motion carried unanimously.** Alyssa also notified everyone that the storage unit is #11, not #53 as previously reported.

6.3 Treasurer's Reports – JM

6.3.1 Budget Variance, Check & Deposit

Janice presented the Treasurer's reports. **Motion**: Gerald motioned and Robert W. seconded to accept Treasurer's report. **Motion carried unanimously**.

6.4 Budget Committee Report – JM

Daniel reported that on Wednesday, January 14, 2015, from 7 to 10 pm the Budget Committee met to review 2014 actuals and formulate to final 2015 draft budget. The meeting was attended by committee members Dan, Janice, Ed, Regina Wunsch and landowner Tim Brockett. Janice reported that they consolidated the annual meeting accounts into the main areas upon the accountant's advice since most of these were not really distinguishable between what was annual report material and regular GLA activities. Janice reviewed the draft budget in detail, pointing out the $10,468 shortfall. Discussion included the question of whether the GLA needs to maintain the recreation land in NG that is not currently in use by any area leagues. It was explained that the land was donated by CUT to be used for recreation; there are electric and other services on it and it will deteriorate if not maintained. Tim Brockett commented about the GLA savings account and questioned the management of finances especially regarding the need to

collect outstanding assessments, and the suggestion to set up a charity for the people who can't pay, and a preference to use the money in savings to cover shortfalls. Dan explained the issues regarding foreclosing on properties, such as the GLA's need to be prepared to purchase the property if it were to go to foreclosure, which it is not inclined to do; creating a charity would have to be a private concern because it's outside the scope of the Bylaws; the current practice of stopping interest once people get on a payment plan to cover their arrears; and the possibility of changing the interest rate from 18% to 12% because courts won't support the higher rate. The issue of the GLA monitoring eyesores was raised and Dan explained that because of its subjective nature, it's difficult for the GLA to enforce it in court if the infringement is not spelled out specifically in the Covenants. Discussion also centered on the question of maintaining private subdivision roads; that it would be worth it to grade four times a year and raise assessments to compensate; the added value of using magnesium chloride but that it is more expensive; and the cost of plowing high South. Debbie Blais stated that the Covenants allow for the board to increase assessments up to 10% and that seems to be the best option for covering the shortfall. Dan summarized the options in dealing with the shortfall as raising assessments and/or collecting back dues. Janice explained that we can't count on back dues. Dan spoke about the items not shown on the budget such as the $10,000 put back into the legal fund and money restored to replenish road emergency funds. Tim Brockett and Chuck Tanner mentioned the option of paying off the road loan with savings in order to save money on interest. Regina Wunsch clarified that there is only about $40,000 in savings. **Motion**: Charlotte motioned and Robert B. seconded to increase assessments by 10% for 2015. Discussion ensued regarding collection of back due assessments and lowering the interest rate from 18% to 12%; keeping assessments current with inflation; the need or not to crack seal paved roads and where the money will come from to do this; the desire for landowners to vote whether assessments should be raised (not required by Bylaws and don't have the time). **Motion carried unanimously.**
Motion: Charlotte motioned and Robert W. seconded to approve the 2015 budget with the 10% assessment increase. **Motion carried.** (1 abstention – Jim.)

6.5 Collection Committee Report – JM – Tabled.

6.6 Road and Weed Mgmt Committee Report

6.6.1 Snow Removal in High South Glastonbury – RW

Robert W. announced that there will be a Road Committee meeting in a couple of weeks and the date will be put on the calendar. There will be important discussions including the possibility of revising the road policy. He reported that the plow is working well; sanding is good; no complaints in North and low South; a lot of complaints from high South. They've had a problem with the guardrail in the northern-most entrance to NG due to a couple of accidents and now four piers are gone; getting three bids but some have already indicated it will cost about $2,000 to repair. Paul Ranttalo has volunteered to put in the posts for $500. The insurance company of the person who caused damage may pay repair costs, so it is best to come up with a temporary solution for now. **Motion**: Robert W. motioned and Ross seconded to give Paul the authority to put three or four boulders in the gap to keep people from going through until he gets three bids. **Motion carried.** (2 abstentions – Paul and Catherine.) **Motion**: Robert W. motioned and Ross seconded to pay $75 for a sign to be purchased on the up hill side of the road warning that the guardrail is out. **Motion carried unanimously.**
Robert W. suggested we need more budget money for snowplowing high South; he reported that Rich Spallone used to plow Upper Sagittarius Skyway (and was paid

GLA 03398

by residents) but now that he's gone it's not getting done. If we commit to keeping the snow cleared on Upper Sagittarius Skyway this could cost $10,000 each season plus $8,000 for a snowplow. Rich's skid steer and blower attachment is a $45,000 piece of equipment which was necessary to handle the greater snow depth. Should the road policy be changed to plow all the way to the Erickson's or to the Kelly's who live on Upper Sagittarius Skyway? Robert W. pointed out that there are 58 homes on Arcturus Drive in low South that bring approximately $27,000 in assessments; on Hercules and in high South there are half the people and therefore half the assessment income yet we spend more for maintaining the roads in high South. Some suggested the road policy be kept the same because we don't have the budget and equipment to do more than we do already. Discussion ensued regarding evaluating the costs to satisfy landowners; considering a special assessment to cover the costs; and the idea that many people who own property up high don't live there during winter and likely wouldn't vote for a special assessment. Another option is a special assessment for all, however, NG paid a special assessment for chip sealing NG pavement so why should they pay for high South snowplowing? Ross questioned if people would be willing to complete a survey about this. Tim Brockett suggested that people are not treated equally and said that the majority of people living in high South are not part of CUT. Dan commented about treating people equally saying if we plow low and high South equally, we pay a lot more for high South. He also noted that trees burned in the 2006 fire, and now drifts form without them so planting trees may fix part of the problem. Walter suggested plowing only to Sean Halling's for right now and that Tim Brockett has expectation of sanding in high South which has never been done before. Robert B. questioned when it becomes destructive to equipment to plow to Sean's. He'd like to see clarification on this before making the decision to plow Sagittarius Skyway.

6.6.2 Road Budget Apportionment – ED – Tabled to be taken up in the Road Committee meeting.

6.7 Communication Committee Report – Robert B.
Robert B. reported that a letter regarding the complaint on Lot 39E (SG) was sent out on January 16, 2015.

6.8 Website Committee Report – Ross
Ross requested that people e-mail webmaster@glamontana.org if they don't see something they need on website.

7. UNFINISHED BUSINESS

7.1 Lot 39-E (SG) – Complaint – Robert B. (See 6.7 above.)

7.2 Policies: Conduct of Meeting, Hiring, Privacy, Records Retention – DK – Tabled.

7.3 Establish Committees – Continuation – DK – Tabled to the next meeting.

8. NEW BUSINESS

9. Closed Session

9.1 Discussion of lawsuits – Board

10. Meeting Adjourned at 11:30 p.m.

11. Next Board Meeting: February 9, 2015

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

January 19, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**

2. **Introduction of Administrative Employee**

3. **Set Agenda**

4. **Approve Meeting Minutes** – August 11, November 5, November 17, December 8, 2014

5. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

6. **Officer and Committee Reports (7:30 p.m.)**
   - 6.1 President's Report – DK
     - 6.1.1 Filing of Bylaws Amendments
   - 6.2 Secretary's Report – AA
     - 6.2.1 January Mailings
   - 6.3 Treasurer's Reports – JM
     - 6.3.1 Budget Variance, Check & Deposit
   - 6.4 Budget Committee Report – JM
   - 6.5 Collection Committee Report – JM
   - 6.6 Road and Weed Mgmt Committee Report
     - 6.6.1 Snow Removal in High South Glastonbury – Robert W.
     - 6.6.2 Road Budget Apportionment – ED
   - 6.7 Communication Committee Report – Robert B.
   - 6.8 Website Committee Report – Ross

7. **UNFINISHED BUSINESS**
   - 7.1 Lot 39-E (SG) – Complaint – Robert B.
   - 7.2 Policies: Conduct of Meeting, Hiring, Privacy, Records Retention – DK
   - 7.3 Establish Committees – Continuation – DK

8. **NEW BUSINESS**

9. **Closed Session (9:30 p.m.)**
   - 9.1 Discussion of lawsuits – Board

10. **Adjournment (10:00 p.m.)**

11. **Next Board Meeting: February 9, 2015**

Glastonbury Landowners Association
Balance Sheet
As of December 31, 2014

	Dec 31, 14
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	4,368.84
003 · Savings Account	
004 · Savings Gen Operating Accnt	45,170.71
010 · Construction Bond Reserve C...	12,107.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	1,181.31
013 · NG Chip Seal Reserve Cash	247.95
014a · NG Road Reserve Cash	12,509.69
014b · SG Road Reserve Cash	22,281.17
015 · Lawsuit Reserve Cash	20,000.00
Total 003 · Savings Account	120,997.83
Total Checking/Savings	125,366.67
Accounts Receivable	
Accounts Receivable	231,200.46
Total Accounts Receivable	231,200.46
Other Current Assets	
Petty Cash	73.19
Wage Advances	175.00
Total Other Current Assets	248.19
Total Current Assets	356,815.32
TOTAL ASSETS	**356,815.32**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,497.95
Total Accounts Payable	2,497.95
Other Current Liabilities	
Construction Bonds Held by GLA	12,107.00
Payroll Liabilities	522.82
Total Other Current Liabilities	12,629.82
Total Current Liabilities	15,127.77
Long Term Liabilities	
Bank of the Rockies Loan	48,698.05
Total Long Term Liabilities	48,698.05
Total Liabilities	63,825.82
Equity	
Digitizing Fund	1,181.31
Emergency Loan Fund	7,500.00
Lawsuit Fund	20,000.00
NG Chip Seal Fund	247.95
NG Road Fund	12,509.69
Opening Balance Equity	22,222.35
Operating Fund Balance	132,177.31
SG Road Fund	22,281.17
Net Income	74,869.72
Total Equity	292,989.50
TOTAL LIABILITIES & EQUITY	**356,815.32**

Glastonbury Landowners Association
Profit & Loss
January through December 2014

		Jan - Dec 14
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
111 · Land Assessments 2014		75,858.83
121 · Dwelling Assessments 2014		51,369.97
150 · Golden Age Village Income		9,359.00
170 · Finance Ch Income- Past Due Ass		27,056.39
171 · 5% Penalty Income		9,055.55
175 · Subdivision Waiver Asmnts		272.76
180 · 2009 Chip Seal Assessment		-1,395.79
190 · Discounts Given		-191.00
Total 100 · Parcel Assessment Fees		171,385.71
200 · Project Impact Fees		
201 · Application Fees		280.00
210 · Structure Impact Fees		1,995.00
220 · Road/Driveway Impact Fees		75.00
Total 200 · Project Impact Fees		2,350.00
400 · Other Gen Fund Income		
401 · Lien Fees Paid		200.00
450 · Donation Income		0.00
Total 400 · Other Gen Fund Income		200.00
Total Income		173,935.71
Gross Profit		173,935.71
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		3,712.50
1011 · Equipment Rental		1,950.00
1012 · Snow Fences		71.95
1013 · Sand		605.40
1015 · Payroll Costs		
1016 · Wages Paid Snow	3,080.83	
1016c · Wages Paid Sand Loading	160.00	
1016d · Wages Paid Snow Fence	925.00	
1017 · Payroll Taxes Snow	539.63	
1018a · Payroll Software	280.00	
1019 · Workers' Compensation Insurance	410.57	
1019a · Employ.Practice Liability Ins.	1,085.00	
1015 · Payroll Costs - Other	0.00	
Total 1015 · Payroll Costs		6,481.03
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	698.00	
1024 · Truck Maintenance	3,058.21	
1025 · Fuel	1,438.59	
1026 · Wages Truck Maintenance	705.00	
Total 1020 · Equipment Costs		5,899.80
Total 1000 · Snow Removal		18,720.68
1030 · Road Maintenance		
1031 · Weed Control		2,094.44
1032 · Roadside Mowing		1,260.00
1035-A · Grading & Gravel NG		
1035a · Aquarius Lane	95.00	
1035b · Aries Drive	513.00	
1035c · Capricorn Drive	717.00	
1035f · Gemini Road	646.34	
1035i · Orion Way	753.90	
1035j · Pisces Way	300.00	
1035k · Sirius Drive	2,322.93	
1035l · Taurus Road	1,752.33	

Glastonbury Landowners Association
Profit & Loss
January through December 2014

	Jan - Dec 14	
1035m · Venus Way	300.00	
1035n · Mercury Lane	115.00	
Total 1035-A · Grading & Gravel NG		7,515.50
1035-B · Paved Road Costs NG		7,743.39
1036 · Grading & Gravel SG		
1036b · Arcturus Drive	4,085.00	
1036d · Leo Drive	605.00	
1036g · Hercules Road	8,078.75	
1036h · Polaris Way	458.00	
1036j · Sagittarius Skyway	400.00	
1036k · Scorpio Way	770.00	
1036z · Other	2,345.00	
Total 1036 · Grading & Gravel SG		16,741.75
1045 · Signs, Posts, Etc		1,280.55
1046 · Insurance - Roads/Common Land		5,375.16
Total 1030 · Road Maintenance		42,010.79
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		414.51
1220 · Sprinkler Maintenance		339.00
Total 1200 · Parkland/Recreation Center		753.51
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	175.00	
Total 1310 · Legal Costs		175.00
1311 · Document Production-Contracted		1,041.45
Total 1300 · Litigation		1,216.45
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees		966.00
2010 · Administrative Expense		
2010a · Admistration Costs - Contracted	1,517.47	
Total 2010 · Administrative Expense		1,517.47
2011 · Bank Charges		34.00
2012 · Credit Card Fees		129.25
2013 · Collection Costs		1,092.40
2016 · Insurance - Board Liability		1,609.20
2017 · Legal Fees-General Advice		5,340.00
2018 · Licenses & Annual Reporting		85.00
2019 · Lien Filing Costs		289.00
2020 · Management Expense		13,095.30
2025 · Miscellaneous		506.25
2030 · Newsletter Costs		277.92
2050 · Office Supplies		
2050a · Admin Office Supplies	117.47	
2050 · Office Supplies - Other	626.78	
Total 2050 · Office Supplies		744.25
2051 · Procedures & Documents		0.00
2052 · Postage & Shipping		1,972.27
2055 · Printing & Copies		1,413.45
2060 · Rent - Facilities		1,259.00
2062 · Rent - PO Box & Safe Dep Box		157.50
2066 · Software Costs		
2066a · Drop Box	49.95	
2066b · Quickbooks	229.99	
2066f · SharePoint	17.90	
2066 · Software Costs - Other	69.93	
Total 2066 · Software Costs		367.77
2070 · Taxes - Property		314.50

Glastonbury Landowners Association
Profit & Loss
January through December 2014

	Jan - Dec 14	
2080 · Telephone & Messaging		184.40
2090 · Website Costs		
2092 · URL & Domain Fees	55.61	
Total 2090 · Website Costs		55.61
2096 · Annual Mtg Refreshments		169.11
Total 2000 · Overhead/Admin Costs		31,579.65
3000 · Annual Meeting Costs		
3010 · Annual Mtg Administration		0.00
3015 · Annual Mtg Postage		0.00
3025 · Annual Mtg Rent		0.00
3030 · Annual Mtg Printing & Copies		0.00
Total 3000 · Annual Meeting Costs		0.00
Total Expense		94,281.08
Net Ordinary Income		79,654.63
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank		102.73
Total Other Income		102.73
Other Expense		
6000 · Interest Expense		4,887.64
Total Other Expense		4,887.64
Net Other Income		-4,784.91
Net Income		**74,869.72**

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
109 · Land Assessments 2012 & Prior	2,416.07			
110 · Land Assessments 2013	3,733.25			
111 · Land Assessments 2014	65,629.87	63,000.00	104.17%	86.52%
119 · Dwelling Assessments 2012 & Prior	666.47			
120 · Dwelling Assessments 2013	3,232.84			
121 · Dwelling Assessments 2014	44,705.57	44,000.00	101.6%	87.03%
150 · Golden Age Village Income	9,359.00	9,359.00	100.0%	
170 · Finance Ch Income- Past Due Ass	5,087.28			
171 · 5% Penalty Income	779.45			
180 · 2009 Chip Seal Assessment	0.00			
190 · Discounts Given	-191.00			
Total 100 · Parcel Assessment Fees	135,418.80	116,359.00	116.38%	
200 · Project Impact Fees				
201 · Application Fees	276.17			
210 · Structure Impact Fees	1,949.10			
220 · Road/Driveway Impact Fees	75.00			
Total 200 · Project Impact Fees	2,300.27			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	221.46			
450 · Donation Income	0.00			
Total 400 · Other Gen Fund Income	221.46			
Total Income	137,940.53	116,359.00	118.55%	
Gross Profit	137,940.53	116,359.00	118.55%	
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	3,712.50	4,000.00	92.81%	
1011 · Equipment Rental	1,630.00			84%
1012 · Snow Fences	71.95			
1013 · Sand	605.40	500.00	121.08%	
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,080.83	4,300.00	71.65%	
1016c · Wages Paid Sand Loading	160.00			
1016d · Wages Paid Snow Fence	925.00			
1017 · Payroll Taxes Snow	539.63			
1018a · Payroll Software	280.00	280.00	100.0%	
1019 · Workers' Compensation Insurance	0.00	220.00	0.0%	0%
1019a · Employ.Practice Liability Ins.	1,085.00			

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
Total 1015 · Payroll Costs	6,070.46	4,800.00	126.47%	
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	64.63%	
1024 · Truck Maintenance	3,058.21	3,000.00	101.94%	
1025 · Fuel	1,118.74	2,000.00	55.94%	78%
1026 · Wages Truck Maintenance	705.00			
Total 1020 · Equipment Costs	5,579.95	6,080.00	91.78%	95.0%
Total 1000 · Snow Removal	17,670.26	15,380.00	114.89%	121.72%
1030 · Road Maintenance				
1031 · Weed Control	2,094.44	2,500.00	83.78%	
1032 · Roadside Mowing	1,260.00	1,600.00	78.75%	
1035-A · Grading & Gravel NG				
1035a · Aquarius Lane	95.00			
1035b · Aries Drive	513.00			
1035c · Capricorn Drive	717.00			
1035f · Gemini Road	646.34			
1035i · Orion Way	753.90			
1035j · Pisces Way	300.00			
1035k · Sirius Drive	2,322.93			
1035l · Taurus Road	1,752.33			
1035m · Venus Way	300.00			
1035n · Mercury Lane	115.00			
Total 1035-A · Grading & Gravel NG	7,515.50	15,500.00	48.49%	
1035-B · Paved Road Costs NG	7,743.39		49.96%	
1036 · Grading & Gravel SG				
1036b · Arcturus Drive	4,085.00			
1036d · Leo Drive	605.00			
1036g · Hercules Road	8,078.75			
1036h · Polaris Way	458.00			
1036j · Sagittarius Skyway	400.00			
1036k · Scorpio Way	770.00			
1036z · Other	2,345.00			
Total 1036 · Grading & Gravel SG	16,741.75	15,500.00	108.01%	
Match program reimbursed budget $1,092.74. Budget amount $15,649.01			100.96%	
1045 · Signs, Posts, Etc	1,280.55	1,000.00	128.06%	
1046 · Insurance - Roads/Common Land	5,375.16	5,500.00	97.73%	
Total 1030 · Road Maintenance	42,010.79	41,600.00	100.99%	
With Match reimbursement total Road Maintenance costs out of budget are $40,918.05			98.36%	
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	390.48	500.00	78.1%	

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
1220 · Sprinkler Maintenance	0.00			0%
1230 · Lawn Mowing/Gas	0.00	150.00	0.0%	
1240 · Mower Maintenance	0.00	250.00	0.0%	
Total 1200 · Parkland/Recreation Center	390.48	900.00	43.39%	53.53%
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	175.00			
Total 1310 · Legal Costs	175.00	0.00	100.0%	
1311 · Document Production-Contracted	1,041.45			
Total 1300 · Litigation	1,216.45	13,300.00	9.15%	
$10,00 budgeted for liability insurance deductible. Moved to Lawsuit Fund.				
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	0.0%	
Total 1400 · Community Complaints	0.00	725.00	0.0%	
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	61.49%	
2010 · Administrative Expense				
2010a · Admistration Costs - Contracted	1,517.47			
Total 2010 · Administrative Expense	1,517.47			
2011 · Bank Charges	34.00			
2012 · Credit Card Fees	129.25			
2013 · Collection Costs	1,092.40			
2016 · Insurance - Board Liability	1,609.20	3,000.00	53.64%	
2017 · Legal Fees-General Advice	4,620.00	1,000.00	462.0%	86.52%
2018 · Licenses & Annual Reporting	85.00	70.00	121.43%	
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	13,095.30	22,629.00	57.87%	
2025 · Miscellaneous	506.25	500.00	101.25%	
2030 · Newsletter Costs	277.92	0.00		
2050 · Office Supplies				
2050a · Admin Office Supplies	117.47			
2050 · Office Supplies - Other	626.78	1,400.00	44.77%	
Total 2050 · Office Supplies	744.25	1,400.00	53.16%	
2051 · Procedures & Documents	0.00			
2052 · Postage & Shipping	1,972.27	1,650.00	119.53%	
2055 · Printing & Copies	1,413.45	1,450.00	97.48%	
2060 · Rent - Facilities	1,209.00	705.00	171.49%	96.03%
2062 · Rent - PO Box & Safe Dep Box	157.50	60.00	262.5%	
2066 · Software Costs				
2066a · Drop Box	49.95			
2066b · Quickbooks	229.99			

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
2066f · SharePoint	17.90			
2066 · Software Costs - Other	69.93			
Total 2066 · Software Costs	367.77	20.00	1,838.85%	
2070 · Taxes - Property	0.00	325.00	0.0%	0%
2080 · Telephone & Messaging	184.40	180.00	102.44%	
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	0.0%	
2092 · URL & Domain Fees	55.61	140.00	39.72%	
Total 2090 · Website Costs	55.61	590.00	9.43%	
2096 · Annual Mtg Refreshments	169.11	250.00	67.64%	
Total 2000 · Overhead/Admin Costs	30,495.15	35,400.00	86.14%	
Total Expense	91,783.13	107,305.00	85.54%	95.35%
Net Ordinary Income	46,157.40	9,054.00	509.8%	
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	102.73	80.00	128.41%	
Total Other Income	102.73	80.00	128.41%	
Other Expense				
6000 · Interest Expense	4,887.64	6,128.00	79.76%	
Total Other Expense	4,887.64	6,128.00	79.76%	
Net Other Income	-4,784.91	-6,048.00	79.12%	
	41,372.49	3,006.00	1,376.33%	

-24,686 Bank Loan Principal
-523 Payroll Liabilities
-2,498 Bills Incurred 2014 to be paid 2015
-10,000 Ins. Deductible to Lawsuit Fund
-6,825 2013 & Prior Assess. & Fin. Ch. to Laws. F.
-10,217 Crack Sealing paid from Funds
plus 1,093 Match Program SG Road reimbursement

-12,284 OVER BUDGET

-20,300 OVER BUDGET HAD MINNICK BEEN RETAINED FOR THE ENTIRE YEAR

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
109 · Land Assessments 2012 & Prior	2,416.07			
110 · Land Assessments 2013	3,733.25			
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170 · Finance Ch Income- Past Due Ass	5,087.28			
171 · 5% Penalty Income	779.45			
180 · 2009 Chip Seal Assessment	0.00			
190 · Discounts Given	-191.00			
Total 100 · Parcel Assessment Fees	135,418.80	116,359.00	116.38%	
200 · Project Impact Fees				
201 · Application Fees	276.17			
210 · Structure Impact Fees	1,949.10			
220 · Road/Driveway Impact Fees	75.00			
Total 200 · Project Impact Fees	2,300.27			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	221.46			
450 · Donation Income	0.00			
Total 400 · Other Gen Fund Income	221.46			
Total Income	137,940.53	116,359.00	118.55%	
Gross Profit	137,940.53	116,359.00	118.55%	
Expense				
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1012 · Snow Fences	71.95			
1013 · Sand	605.40	500.00	121.08%	
1015 · Payroll Costs				
1016 · Wages Paid Snow	3,080.83	4,300.00	71.65%	
1016c · Wages Paid Sand Loading	160.00			
1016d · Wages Paid Snow Fence	925.00			
1017 · Payroll Taxes Snow	539.63			
1018a · Payroll Software	280.00	280.00	100.0%	
1019 · Workers' Compensation Insurance	0.00	220.00	0.0%	0%
1019a · Employ.Practice Liability Ins.	1,085.00			

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
Total 1015 · Payroll Costs	6,070.46	4,800.00	126.47%	
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	698.00	1,080.00	64.63%	
1024 · Truck Maintenance	3,058.21	3,000.00	101.94%	
1025 · Fuel	1,118.74	2,000.00	55.94%	78%
1026 · Wages Truck Maintenance	705.00			
Total 1020 · Equipment Costs	5,579.95	6,080.00	91.78%	95.0%
Total 1000 · Snow Removal	17,670.26	15,380.00	114.89%	121.72%
1030 · Road Maintenance				
1031 · Weed Control	2,094.44	2,500.00	83.78%	
1032 · Roadside Mowing	1,260.00	1,600.00	78.75%	
1035-A · Grading & Gravel NG				
1035a · Aquarius Lane	95.00			
1035b · Aries Drive	513.00			
1035c · Capricorn Drive	717.00			
1035f · Gemini Road	646.34			
1035i · Orion Way	753.90			
1035j · Pisces Way	300.00			
1035k · Sirius Drive	2,322.93			
1035l · Taurus Road	1,752.33			
1035m · Venus Way	300.00			
1035n · Mercury Lane	115.00			
Total 1035-A · Grading & Gravel NG	7,515.50	15,500.00	48.49%	
1035-B · Paved Road Costs NG	7,743.39	0.00		
Remainder of NG Grading/Gravel Budget used for crack sealing the NG paved road. Actual cost $17,840.				
1036 · Grading & Gravel SG				
1036b · Arcturus Drive	4,085.00			
1036d · Leo Drive	605.00			
1036g · Hercules Road	8,078.75			
1036h · Polaris Way	458.00			
1036j · Sagittarius Skyway	400.00			
1036k · Scorpio Way	770.00			
1036z · Other	2,345.00			
Total 1036 · Grading & Gravel SG	16,741.75	15,500.00	108.01%	
Match program reimbursed budget $1,092.74. Budget amount $15,649.01			100.96%	
1045 · Signs, Posts, Etc	1,280.55	1,000.00	128.06%	
1046 · Insurance - Roads/Common Land	5,375.16	5,500.00	97.73%	
Total 1030 · Road Maintenance	42,010.79	41,600.00	100.99%	
With Match reimbursement total Road Maintenance costs out of budget are $40,918.05			98.36%	
1200 · Parkland/Recreation Center				

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
1210 · Utilities for Rec Center	390.48	500.00	78.1%	
1220 · Sprinkler Maintenance	0.00			0%
1230 · Lawn Mowing/Gas	0.00	150.00	0.0%	
1240 · Mower Maintenance	0.00	250.00	0.0%	
Total 1200 · Parkland/Recreation Center	390.48	900.00	43.39%	53.53%
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	175.00			
Total 1310 · Legal Costs	175.00	0.00	100.0%	
1311 · Document Production-Contracted	1,041.45			
Total 1300 · Litigation	1,216.45	13,300.00	9.15%	
$10,000 budgeted for liability insurance deductible. Moved to Lawsuit Fund.				
1400 · Community Complaints				
1410 · Community Complaints Costs	0.00	725.00	0.0%	
Total 1400 · Community Complaints	0.00	725.00	0.0%	
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	966.00	1,571.00	61.49%	
2010 · Administrative Expense				
2010a · Admistration Costs - Contracted	1,517.47			
Total 2010 · Administrative Expense	1,517.47			
2011 · Bank Charges	34.00			
2012 · Credit Card Fees	129.25			
2013 · Collection Costs	1,092.40			
2016 · Insurance - Board Liability	1,609.20	3,000.00	53.64%	
2017 · Legal Fees-General Advice	4,620.00	1,000.00	462.0%	86.52%
2018 · Licenses & Annual Reporting	85.00	70.00	121.43%	
2019 · Lien Filing Costs	289.00			
2020 · Management Expense	13,095.30	22,629.00	57.87%	
2025 · Miscellaneous	506.25	500.00	101.25%	
2030 · Newsletter Costs	277.92	0.00		
2050 · Office Supplies				
2050a · Admin Office Supplies	744.25			
Total 2050 · Office Supplies	744.25	0.00	100.0%	
2051 · Procedures & Documents	0.00			
2052 · Postage & Shipping	1,972.27	1,650.00	119.53%	
2055 · Printing & Copies	1,413.45	1,450.00	97.48%	
2060 · Rent - Facilities	1,209.00	705.00	171.49%	96.03%
2062 · Rent - PO Box & Safe Dep Box	157.50	60.00	262.5%	
2066 · Software Costs				
2066a · Drop Box	49.95			
2066b · Quickbooks	229.99			

Glastonbury Landowners Association
Profit & Loss Budget Variance Cash Basis
January through December 2014

	Jan - Dec 14	Budget	% of Budget	% of Inv.
2066f · SharePoint	17.90			
2066 · Software Costs - Other	69.93			
Total 2066 · Software Costs	367.77	20.00	1,838.85%	
2070 · Taxes - Property	0.00	325.00	0.0%	0%
2080 · Telephone & Messaging	184.40	180.00	102.44%	
2090 · Website Costs				
2091 · Website Contractor Devlop&Maint	0.00	450.00	0.0%	
2092 · URL & Domain Fees	55.61	140.00	39.72%	
Total 2090 · Website Costs	55.61	590.00	9.43%	
2096 · Annual Mtg Refreshments	169.11	250.00	67.64%	
Total 2000 · Overhead/Admin Costs	30,495.15	34,000.00	89.69%	
Total Expense	91,783.13	107,305.00	85.54%	95.35%
Net Ordinary Income	46,157.40	9,054.00	509.8%	
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	102.73	80.00	128.41%	
Total Other Income	102.73	80.00	128.41%	
Other Expense				
6000 · Interest Expense	4,887.64	6,128.00	79.76%	
Total Other Expense	4,887.64	6,128.00	79.76%	
	-4,784.91	-6,048.00	79.12%	
Net Other Income	41,372.49	3,006.00	1,376.33%	
	1,093.00	Match Reimbursement for SG Roads		
	42,465.49			

OTHER COSTS INCURRED TO DEDUCT FROM INCOME

24,686	Bank Loan Principal	-54,749	Other Costs Incurred
523	Payroll Liabilities	-12,284	
2,498	Bills Incurred 2014 to be paid 2015		
10,000	Ins. Deductible to Lawsuit Fund	-20,300	Had Minnick been retained for the entire year as budgeted
6,825	2013 & Prior Assess. & Fin. Ch. to Laws. F.		
10,217	Crack Sealing paid from Funds		
54,749			

Glastonbury Landowners Association
2014 Donations & Funds Report

Donations	$1,301.60	Gravel for Polaris Way	
	$684.75	Gravel & Grading Upper Hercules	
Total	$1,986.35		
Digitizing Fund	Opening Balance		$7,285.00
	Debits	$6,103.69	1,057.50 Document Organization
			5,046.19 Transfer to Lawsuit Fund
	Ending Balance		**$1,181.31**
Lawsuit Fund	Opening Balance		$30,000.00
	Credits	$30,000.00	5,046.19 Transfer form Digitizing Fund
			10,000.00 Transfer from Budget (Ins. Deductible)
			6,824.91 2013 & Prior collected assess. & fin. ch
			8,128.90 From Unallocated Savings
	Debits	$10,000.00	5,000.00 NG Crack Sealing
			5,000.00 SG Fairness contr. To SG Road Fund
	Ending Balance		**$20,000.00**
Chip Seal Fund	Opening Balance		$5,021.78
	Debits	$6,169.62	3,950.00 NG Paved Road Patching
			149.50 NG Paved Road Pothole Repair
			2,070.12 Crack Sealing
	Credits	$1,395.79	Past due payments
	Ending Balance		**$247.95**
NG/SG Road Fund	Opening Balance		$32,270.35
	Debits	$32,270.35	3,558.00 Hercules road emergency repair
			14,356.18 Transfer to NG Road Fund
			14,356.17 Transfer to SG Road Fund
	Ending Balance		**$0.00**

Glastonbury Landowners Association
2014 Donations & Funds Report

NG Road Fund	Opening Balance		$14,356.18
	Debits	$3,146.49	Crack Sealing
	Credits	$1,300.00	$725.00 2013 Impact Fees
			$575.00 2014 Impact Fees
	Ending Balance		**$12,509.69**
SG Road Fund	Opening Balance		$14,356.17
	Credits	$7,925.00	1,430.00 2013 Impact Fees
			1,495.00 2014 Impact Fees
			5,000.00 Transfer from Lawsuit Fund to match Transfer for NG Crack Sealing
	Ending Balance		**$22,281.17**

Glastonbury Landowners Association
Snow Costs Accrual Basis
January through December 2014

	High South	North G	South G	TOTAL
1000 · Snow Removal				
1010 · Contracted Snow Removal	2,375.75	0.00	1,336.75	3,712.50
1011 · Equipment Rental	0.00	1,625.00	325.00	1,950.00
1012 · Snow Fences	0.00	35.98	35.97	71.95
1013 · Sand	0.00	508.54	96.86	605.40
1015 · Payroll Costs				
1016 · Wages Paid Snow	0.00	1,756.07	1,324.76	3,080.83
1016c · Wages Paid Sand Loading	0.00	134.40	25.60	160.00
1016d · Wages Paid Snow Fence	0.00	120.00	805.00	925.00
1017 · Payroll Taxes Snow	0.00	266.27	273.36	539.63
1018a · Payroll Software	0.00	140.00	140.00	280.00
1019 · Workers' Compensation Insurance	0.00	234.02	176.55	410.57
1019a · Employ.Practice Liability Ins.	0.00	542.50	542.50	1,085.00
Total 1015 · Payroll Costs	0.00	3,193.26	3,287.77	6,481.03
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	0.00	439.74	258.26	698.00
1024 · Truck Maintenance	0.00	1,743.18	1,315.03	3,058.21
1025 · Fuel	0.00	887.12	551.47	1,438.59
1026 · Wages Truck Maintenance	0.00	401.85	303.15	705.00
Total 1020 · Equipment Costs	0.00	3,471.89	2,427.91	5,899.80
Total 1000 · Snow Removal	2,375.75	8,834.67	7,510.26	18,720.68

GLA 2014 HOURLY COST FOR PLOWING AND SANDING: $98.03

2015-02-09_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

February 9, 2015

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1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:08 p.m. at St. John's Church.

   PRESENT: Dan Kehoe (President) Ross Brunson (Vice President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Catherine Fitzgerald, Jim Kozlik, Charlotte Mizzi, Paul Ranttalo, Robert Wallace (aka Robert W.).
   Also attending: Karleen McSherry (Administrative Assistant)
   Landowners: Tim Brockett, Debbie Blais & Kevin Newby, Claudette & Micah Dirkers, Debbie DeGraaf, Damiaan & Clazina Kletter, Jerry Ladewig, Charlene Murphy, Chuck & Sally Muto, Clare & Rudy Parker, Joe Trosclair, Linda Ulrich, Ia & Chris Williams.

2. **Commence Special Meeting**
   Dan reviewed the South Glastonbury board vacancy that was created when Scott McBride resigned at the end of December. Prior to the meeting, Kevin Newby and Rudy Parker had submitted letters of intent to be considered for the position. The candidates were given the opportunity and both chose to address the board regarding their skills and interest in serving. Discussion. The board voted by written ballot and the results were counted by Karleen and Alyssa, who announced that Kevin Newby had been elected by a vote of 6 to 5.
   The Special Meeting was adjourned at 7:39 p.m.

3. **Commence Regular Monthly Board Meeting**
   The meeting was called to order by Dan Kehoe at 7:40 p.m. at St. John's Church.
   Kevin Newby took his place at the table with the Board.

4. **Set Agenda**

5. **Approve Meeting Minutes – November 17 & December 8, 2014; January 19, 2015**
   Motion: Ross motioned and Janice seconded to accept the November 17, 2014 meeting minutes. **Motion carried.** (3 Abstentions – Charlotte, Kevin and Robert B.)
   Motion: Robert W. motioned and Ross seconded to accept the December 8, 2014 meeting minutes. **Motion carried.** (4 Abstentions – Charlotte, Jim, Kevin and Robert B.) Discussion.
   Motion: Charlotte motioned and Robert B. seconded to accept the January 19, 2015 meeting minutes. **Motion carried.** (1 Abstention – Kevin.)
   Action Item – *Alyssa to attach the 2015 Board Meeting Schedule to the 12-8-2014 minutes.*

6. **Visiting Landowner Input Period**
   Dan reminded the landowners that they may ask for an item to be put on the Board Meeting Agenda by filling out in advance a Landowner Agenda Request Form. Forms were handed out to all who were interested. Landowner input included the suggestion that the board read the meeting minutes before coming to the meeting to save time; questions and discussion regarding the savings account and the possibility of using it to pay off the road-paving loan and rescind the 10% assessment increase. **Motion:** Jim motioned that a topic be picked at the beginning of every meeting for landowner discussion, and that a half hour be set aside for said discussion, which could be continued in committee meetings. **Motion Failed** (not seconded). Discussion included the idea that the suggested method is opposite current operating procedures in which the committee is the distillation process for items that are then brought to the board; questions regarding the best use of time; the idea that there is no website forum or way for landowners to get their ideas to the committees; issues with a public forum and need for rules and monitoring; the possibility of landowners meeting on their own to list their ideas and then send them to the Board; perhaps sending ideas to committees via e-mail; poor track record in the past of getting back to people; the question of

being able to obtain consensus on the topic for each meeting; a single topic will keep people from talking at the meeting about what they came to the meeting for; possibility of both - having a set topic as well as opportunity for landowners to speak about their issues; and reiteration that landowners are welcome to submit the Agenda Request Form. Comment made that issue tracking should improve with the addition of the new administrative assistant.

7. Officer and Committee Reports

7.1 President's Report – DK

Dan notified the Board that he will be out of town March 8-15 and requested that the regularly scheduled Board Meeting be moved from March 9 to March 16. **Motion:** Janice motioned and Ross seconded to move the regularly scheduled board meeting from March 9th to March 16th. **Motion carried unanimously.**

7.2 Secretary's Report – AA

Alyssa thanked all volunteers who helped with the January mailings. She announced that she is still training Karleen and things are going well, that this position is becoming a valuable asset for the Board. Alyssa also asked the Board members to give back their meeting folders at the end of the meeting for reuse.

7.3 Treasurer's Reports:

7.3.1 Budget Variance, Check & Deposit – JM

Janice reviewed the Treasurer's reports and pointed out that since the assessment statements were sent out on the 26th of January, income for that month is low compared to what would be expected for February. **Motion:** Ross motioned and Jim seconded to accept the Treasurer's Reports. **Motion carried unanimously.**

7.4 Budget Committee Report – JM

Discussion ensued regarding the $42,000 in general savings. In answer to landowner suggestions about using general savings to pay down the road loan, Janice explained that the extra funds in savings do not occur every year and provide a safety net for the association. Dan suggested a new category be added for the purchase of capital equipment, such as office equipment or a snowplow or grader, and that it be funded.

7.5 Collection Committee Report – JM

Janice gave some details about bad debt written off because of some properties that went into bankruptcy. Janice announced that she'd like to convene a Collection Committee meeting before the next board meeting. Dan suggested meeting with an attorney specifically regarding how to handle past due accounts that are not fee simple.

7.6 Road and Weed Mgmt Committee Report

7.6.1 February 5 Road Committee Meeting Report – Robert W.

Robert reported that on Thursday, February 5, 2015, from 7 to 9 pm the Road Committee met at Spectec in SG. Road Management Committee members in attendance were Robert W. and Paul; Road and Weed Committee members in attendance were Robert W. and Paul, Ed, Dan, Walter Wunsch and Charlene Murphy, along with 14 landowners. The committee discussed the placement of various signs and sand barrels throughout both North and South Glastonbury; future road work including another attempt to persuade Park County to repair the pavement on Dry Creek Rd and if they don't by June, then the Committee will bring to the Board a request to allot funds for the GLA to protect its investment and do the necessary repairs; and the suggestion that the Road Policy be linked to

the Covenants so the policy is given to new landowners by real estate companies at closings.

7.6.2 Fencing on Hercules easement/Kathleen Ramp Inquiry – Robert B.
Robert B. reported that Kathleen wrote a letter regarding her concern that her boundary fence was moved by the GLA in doing ditch clearing work in the past. A response letter has been drafted to convey the GLA's desire to work with Kathleen to resolve the issue; that measuring will commence after the snow melts in April; and no work will be done until all of the facts have been gathered, and she is involved and approves. Paul suggested that nobody moved the fence and that Kathleen had a contractor build a new one. Robert B. noted this for his preliminary fact-finding.

7.7 Project Review Committee Report – GD
Gerald reported that the Project Review Committee met on Tuesday, February 3 by phone, and was attended by himself, Robert B. and Alyssa Allen. Discussion included SG 40-C, Debbie Blais & Kevin Newby's Garage Project that is mostly complete but will require that the power line ditch across Arcturus be filled in by Park Electric, along with reseeding disturbed land in the spring; SG 39-E, Damiaan and Clazina Kletter greenhouse that is being built, but on hold until project has been given preliminary approval; use of the administrative assistant to organize files and systems to make the project review process more efficient.
Gerald commented that sometimes a landowner doesn't understand the need for preliminary board approval before starting a project. Gerald recommended adding clear detail about all the steps involved to the Project Review forms. Discussion ensued regarding the length of time it takes to get approval; how soon people need to start the process if they know when they want to build; and the idea of regularly convening a phone meeting mid-month to handle these issues. Dan suggested that regarding the Kletter greenhouse project the board have a phone meeting to fast-track it.

7.8 Communication Committee Report – Robert B.
Robert B. reported that the Communication Committee (he and Catherine) did not meet this month. Instead they are engaging in a process to identify and prioritize what will be discussed during meetings; to distill down the role the committee will fulfill for the landowners; to address landowner frustration in accessing info, including reviewing for need and accuracy the various forms that currently exist.
Robert requested committee chairs post their full year meeting agenda on the website; that one letter be sent out at the beginning of the month with all meetings on it; make committee agendas available to landowners; ask landowners to e-mail the Communication Committee about what would make it easier to interact with the Board. Dan requested that between now and April, to avoid meeting overlap, the committee chairs pick a consistent day of the week or of the month to have regular meetings.

7.9 Website Committee Report – Ross
Ross reported that the Website Committee is trying to make things easier. He shared a clarification regarding levels of menu items and the need to just click on a subpage to enter it. There are pages that people look for most: the page about the area, legal case updates, governing docs, calendar, and survey results. Ross said that he's trying to keep the calendar as up-to-date as possible and he asked people to subscribe to the calendar via info@glamontana.org.

8. UNFINISHED BUSINESS

8.1 Lot 39-E (SG) – Complaint – Robert B.

Robert B. updated the Board about the complaint by Debbie Blais & Kevin Newby regarding SG 39-E, the recent transfer of property that was a shelter, which the new owner, Damiaan Kletter, converted to a residence. Although there is a record with Park County for a permit for the septic system, there was no final inspection completed in 1990. Discussion ensued and it was recommended that since the old septic system needed to be replaced, an inspection is required for the new work to ensure there is no contamination of water wells via the drain field. Damiaan countered that it's not a new system but a repair of the old. Gerald reported that the Sanitarian is not going to pursue a current inspection because there are hundreds of these out there and if they go after one they'll have to go after all. Ross asked if the county will put that in writing? Gerald said he and Kevin need to go to the Sanitarian to find out what he will and will not do. Robert B. stated that the Covenants mandate the need for written approval by the association and public authorities. The system must be in the same place as the original plat or else a new approval process is required. Robert W. suggested that Damiaan draw the new tank placement on the plat map, give it to Park County and let them record it. Damiaan agreed and offered to give Kevin and committee members a tour of the completed work. Ross noted that now that Kevin is on the board, he needs to abstain from voting on this issue.

8.2 Establish Committees – DK

Dan announced the reestablishment of the Governing Docs Committee as a board committee to review the By-laws, Covenants and Master Plan. He asked the Project Review Committee to aid in this work by examining the Master Plan portion of the project and providing input. The goal is to run multiple tracks at once to arrive at the November Annual meeting with something coherent to present to landowners. Discussion ensued regarding the composition of the committee. Dan, Charlotte, Ed and Jim agreed to participate. Landowner members of the former committee also agreed to continue their participation: Debbie Blais, Claudette Dirkers, Jerry Ladewig, Charlene Murphy, Linda Ulrich, Ia Williams and Regina Wunch. **Motion:** Charlotte motioned and Ross seconded for the above-mentioned board members and landowners to be on the Governing Docs Committee, co-chaired by Dan and Charlotte. **Motion carried unanimously.** Discussion re: committee focus and mandate – to follow standard practice of HOA's to review and update governing docs every ten years; simplify legalese; tighten definitions in By-laws; remove conflicting ideas from Covenants; adjust notification times and methods; take into account suggestions from the GLA attorney; eliminate overlap among the documents, and with County and State laws and regulations; build consensus with landowners on proposed changes; and to formulate a document of proposed changes that will be put to a vote of the landowners at the November Membership meeting.
Dan asked Jim about his idea of a Real Estate Committee and Jim responded that his interest in community building and creating a sustainable community don't seem to be shared by the landowners. Linda Ulrich suggested that Jim's idea is premature and needs a foundation, which may begin by creating a mission statement.
It was also reiterated that everyone on the board is on the Election Committee.

9. NEW BUSINESS

10. Meeting adjourned at 10:13 p.m.

11. Next Board Meeting: March 16th, 2015 at St. John's Church

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

February 9, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**

2. **Commence Special Meeting to fill SG director position vacated by Scott McBride**

3. **Commence Regular Monthly Board Meeting**

4. **Set Agenda**

5. **Approve Meeting Minutes** – November 17, December 8, 2014; January 19, 2015

6. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

7. **Officer and Committee Reports (7:30 p.m.)**
   - 7.1 President's Report – DK
   - 7.2 Secretary's Report – AA
   - 7.3 Treasurer's Reports – JM
     - 7.3.1 Budget Variance, Check & Deposit
   - 7.4 Budget Committee Report – JM
   - 7.5 Collection Committee Report – JM
   - 7.6 Road and Weed Mgmt Committee Report
     - 7.6.1 February 5 Road Committee Meeting Report – Robert W.
     - 7.6.2 Fencing on Hercules easement/Kathleen Ramp inquiry – Robert B.
   - 7.7 Project Review Committee Report – GD
   - 7.8 Communication Committee Report – Robert B.
   - 7.9 Website Committee Report – Ross

8. **UNFINISHED BUSINESS**
   - 8.1 Lot 39-E (SG) – Complaint – Robert B.
   - 8.2 Establish Committees – Continuation – DK

9. **NEW BUSINESS**

10. **Adjournment (10:00 p.m.)**

11. **Next Board Meeting: TBD**

Glastonbury Landowners Association
Balance Sheet
As of January 31, 2015

	Jan 31, 15
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	2,175.26
003 · Savings Account	
004 · Savings Gen Operating Accnt	42,289.71
010 · Construction Bond Reserve C...	12,107.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	1,181.31
013 · NG Chip Seal Reserve Cash	247.95
014a · NG Road Reserve Cash	12,509.69
014b · SG Road Reserve Cash	22,281.17
015 · Lawsuit Reserve Cash	20,000.00
003 · Savings Account - Other	9.88
Total 003 · Savings Account	118,126.71
Total Checking/Savings	120,301.97
Accounts Receivable	
Accounts Receivable	262,998.06
Total Accounts Receivable	262,998.06
Other Current Assets	
Petty Cash	69.40
Total Other Current Assets	69.40
Total Current Assets	383,369.43
TOTAL ASSETS	**383,369.43**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	12,107.00
Payroll Liabilities	1,067.36
Total Other Current Liabilities	13,174.36
Total Current Liabilities	13,174.36
Long Term Liabilities	
Bank of the Rockies Loan	48,698.05
Total Long Term Liabilities	48,698.05
Total Liabilities	61,872.41
Equity	
Digitizing Fund	1,181.31
Emergency Loan Fund	7,500.00
Lawsuit Fund	20,000.00
NG Chip Seal Fund	247.95
NG Road Fund	12,509.69
Opening Balance Equity	22,222.35
Operating Fund Balance	207,013.23
SG Road Fund	22,281.17
Net Income	28,541.32
Total Equity	321,497.02
TOTAL LIABILITIES & EQUITY	**383,369.43**

Glastonbury Landowners Association
Profit & Loss
January 2015

	Jan 15	
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.15 · Land Assessments 2015	20,906.93	
Total 110 · Land Assessments		20,906.93
120 · Dwelling Assessments		
120.15 · Dwelling Assessments 2015	14,340.69	
Total 120 · Dwelling Assessments		14,340.69
150 · Golden Age Village Income		2,573.73
170 · Finance Ch Income- Past Due Ass		54.94
171 · 5% Penalty Income		244.05
191 · Bad Debt		-4,169.94
Total 100 · Parcel Assessment Fees		33,950.40
Total Income		33,950.40
Gross Profit		33,950.40
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		161.50
1013 · Sand		250.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	375.00	
1016b · Wages Paid Sanding	212.50	
1016 · Wages Paid Snow - Other	225.00	
Total 1016 · Wages Paid Snow	812.50	
1016c · Wages Paid Sand Loading	40.00	
Total 1015 · Payroll Costs		852.50
1020 · Equipment Costs		
1025 · Fuel	110.08	
1026 · Wages Truck Maintenance	360.00	
Total 1020 · Equipment Costs		470.08
Total 1000 · Snow Removal		1,734.08
1300 · Litigation		
1312 · Document Production-Wages Paid		555.00
Total 1300 · Litigation		555.00
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	780.00	
2010c · Mileage Reimbursement	11.87	
Total 2010 · Administrative Expense		791.87
2023 · Payroll Taxes All		260.64
2050 · Office Supplies		
2050a · Admin Office Supplies	788.27	
2050 · Office Supplies - Other	29.89	
Total 2050 · Office Supplies		818.16
2052 · Postage & Shipping		439.19
2055 · Printing & Copies		263.08
2060 · Rent - Facilities		470.00
2062 · Rent - PO Box & Safe Dep Box		60.00
2066 · Software Costs		11.99
2080 · Telephone & Messaging		14.95
Total 2000 · Overhead/Admin Costs		3,129.88

Glastonbury Landowners Association
Profit & Loss
January 2015

	Jan 15
Total Expense	5,418.96
Net Ordinary Income	28,531.44
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	9.88
Total Other Income	9.88
Net Other Income	9.88
Net Income	**28,541.32**

Glastonbury Landowners Association
Profit & Loss
January 2015

		Jan 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.12 · Land Assessments 2012		948.86
110.13 · Land Assessments 2013		193.88
110.14 · Land Assessments 2014		429.79
110.15 · Land Assessments 2015		240.38
Total 110 · Land Assessments		1,812.91
120 · Dwelling Assessments		
120.12 · Dwelling Assessments 2012		948.86
120.13 · Dwelling Assessments 2013		193.88
120.14 · Dwelling Assessments 2014		609.33
120.15 · Dwelling Assessments 2015		240.38
Total 120 · Dwelling Assessments		1,992.45
170 · Finance Ch Income- Past Due Ass		1,809.53
171 · 5% Penalty Income		171.97
180 · 2009 Chip Seal Assessment		14.34
191 · Bad Debt		-4,169.94
Total 100 · Parcel Assessment Fees		1,631.26
400 · Other Gen Fund Income		
401 · Lien Fees Paid		50.00
Total 400 · Other Gen Fund Income		50.00
Total Income		1,681.26
Gross Profit		1,681.26
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		161.50
1011 · Equipment Rental		320.00
1013 · Sand		250.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	375.00	
1016b · Wages Paid Sanding	212.50	
1016 · Wages Paid Snow - Other	225.00	
Total 1016 · Wages Paid Snow	812.50	
1016c · Wages Paid Sand Loading	40.00	
1019 · Workers' Compensation Insura...	410.57	
Total 1015 · Payroll Costs		1,263.07
1020 · Equipment Costs		
1025 · Fuel	429.93	
1026 · Wages Truck Maintenance	360.00	
Total 1020 · Equipment Costs		789.93
Total 1000 · Snow Removal		2,784.50
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		24.03
1220 · Sprinkler Maintenance		339.00
Total 1200 · Parkland/Recreation Center		363.03
1300 · Litigation		
1312 · Document Production-Wages Paid		555.00
Total 1300 · Litigation		555.00
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	780.00	

Glastonbury Landowners Association
Profit & Loss
January 2015

	Jan 15
2010c · Mileage Reimbursement	11.87
Total 2010 · Administrative Expense	791.87
2017 · Legal Fees-General Advice	720.00
2023 · Payroll Taxes All	260.64
2050 · Office Supplies	
2050a · Admin Office Supplies	788.27
2050 · Office Supplies - Other	29.89
Total 2050 · Office Supplies	818.16
2052 · Postage & Shipping	439.19
2055 · Printing & Copies	263.08
2060 · Rent - Facilities	520.00
2062 · Rent - PO Box & Safe Dep Box	60.00
2066 · Software Costs	11.99
2070 · Taxes - Property	314.50
2080 · Telephone & Messaging	14.95
Total 2000 · Overhead/Admin Costs	4,214.38
Total Expense	7,916.91
Net Ordinary Income	-6,235.65
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	9.88
Total Other Income	9.88
Net Other Income	9.88
Net Income	-6,225.77

2015-02-16_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting Minutes – *Final*

February 16, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The special meeting was called to order by Dan at 7:16 p.m. via conference call service.

   PRESENT: Daniel Kehoe (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Jim Kozlik, Charlotte Mizzi, Kevin Newby, Paul Ranttalo, and Robert Wallace (aka Robert W.).
   ALSO ATTENDING: Karleen McSherry (Administrative Assistant) and various landowners.

2. **Commence Special Meeting to fill SG director position vacated by Catherine Fitzgerald**
   Dan reported that when this meeting was first set, there was one candidate for the open position, Rudy Parker, who was the runner up in last week's special election. However, since posting the announcement for this meeting, two other people have come forward expressing interest in serving. The question was posed if it would be more prudent to postpone the election to the next regularly scheduled board meeting so the Board can meet the applicants face-to-face and give them a better opportunity to present their qualifications as well as receive and answer questions. Discussion ensued on this issue as well as the possibility of contacting all SG residents regarding the vacancy. Consideration was given to the means of reaching the landowners and the cost in doing so. **Motion:** Janice moved and Robert W. seconded to delay filling the SG director position vacated by Catherine Fitzgerald and to hold a special meeting on March 16 to do so. **Motion carried.** (4 opposed – Ed, Gerald, Charlotte, Paul.) **Motion:** Ross motioned and Kevin seconded to send out a postcard to SG residents, and e-mail those whose addresses the association has, announcing the director position opening and the special meeting to fill it on March 16, at which time no further applications will be accepted. **Motion carried.** (2 opposed – Ed and Paul; 1 Abstention – Charlotte.)

3. **Officer and Committee Reports**
   3.1 Project Review Committee Report – GD
   3.1.1 Lot 39-E SG Kletter Greenhouse Application
   Gerald reported that he checked Damiaan's septic project, and a portion of the drain field is within a 100 ft. radius of the well. He has recommended that Damiaan put the drain field in another location on the lot. Park County has also found the new drain field not in compliance and has given the Kletters 6 months to remedy the situation. Because the current drain field placement does not meet the requirements of the Covenants and because the Board requires that new projects be in compliance with the Covenants, Master Plan and Standards before receiving approval, Damiaan will need to rectify the drain field placement before he can continue building his greenhouse.
   3.2 Dogs Barking/Firewood Processing Nuisance Complaint - RB
   It was reported that the Communications Committee will send a first complaint letter notice to the landowner involved in the complaint. Robert B. asked for feedback regarding the format and style he's using in addressing complaints and received positive affirmation of his direction in being neutral and seeing these situations as opportunities. Dan reported that this situation is not new; it has been an issue on and off for at least 10 years. He reiterated the complaint process that 30 to 60 days after the first letter goes out, if there has not been resolution, a second letter will be sent alerting the landowner to the actions that will be taken to rectify the problem.

4. **UNFINISHED BUSINESS**
   No unfinished business handled.

GLA 03430

5. **NEW BUSINESS**
   No new business handled.

6. **Comment Period for Visiting Landowners**
   Sherry Cameron, who is part of the neighborhood complaint, expressed her desire to see resolution and not create a negative situation, and is interested in the well-being of the dogs.

7. **Meeting Adjourned at 7:54 p.m.**

8. **Next Board Meeting: March 16, 2015, 7:00 p.m. at St. John's Church**

2015-02-16_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Special Meeting Agenda

February 16, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order**

2. **Commence Special Meeting to fill SG director position vacated by Catherine Fitzgerald**

3. **Officer and Committee Reports**
   3.1 Project Review Committee Report – GD
      3.1.1 Lot 39-E SG Kletter Greenhouse Application

   3.2 Dogs Barking/Firewood Processing Nuisance Complaint – RB

4. **UNFINISHED BUSINESS**

5. **NEW BUSINESS**

6. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

7. **Adjournment**

8. **Next Board Meeting: March 16, 2015**

2015-03-16_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

March 16, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:08 p.m. at St. John's Church.

   PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Jim Kozlik, Charlotte Mizzi, Kevin Newby, Paul Ranttalo, Robert Wallace (aka Robert W.).
   Also attending: Karleen McSherry (Administrative Assistant)
   Landowners: Tim Brockett, Debbie Blais, Claudette & Micah Dirkers, Debbie DeGraaf, Pouwel Gelderloos, Jerry Ladewig, Donna Lash-Andersen, Chuck & Sally Muto, Clare & Rudy Parker, Dennis & Wendy Riley, Ia Williams, Regina Wunsch.

2. **Commence Special Meeting to fill SG director position vacated by Catherine Fitzgerald**
   Dan reported that prior to the meeting Rudy Parker and Dennis Riley had submitted letters of intent to be considered for the position. Sandra Irby had also asked to be considered but withdrew her nomination. In addressing issues raised in a letter from Clare Parker, Dan clarified that the board does not discriminate according to religion and looks for the most qualified candidates. The candidates were given the opportunity and both chose to address the board regarding their skills and interest in serving. Candidates were asked questions and gave answers. The board voted by written ballot and the results were counted by Karleen and Alyssa, who announced that Rudy Parker had been elected by a vote of 7 to 4. The Special Meeting adjourned at 7:32 p.m.

3. **Commence Regular Monthly Board Meeting**
   The meeting was called to order by Dan Kehoe at 7:33 p.m. at St. John's Church.
   Rudy Parker took his place at the table with the Board.

4. **Set Agenda**

5. **Approve Meeting Minutes – February 9 & February 16, 2015**
   Motion: Kevin motioned and Ross seconded to accept the February 9, 2015 meeting minutes. **Motion carried.** (1 Abstention – Rudy). Dan asked Gerald for clarification regarding his comments during the February 16 phone meeting about the Kletter Greenhouse application. Gerald acknowledged that he said the project is on hold because the county found the new drainfield not in compliance and gave the Kletters 6 months to remedy the situation. Dan asked for the minutes to be amended to reflect this information. **Motion:** Charlotte motioned and Jim seconded to accept the February 16, 2015 phone meeting minutes as amended. **Motion carried.** (1 Abstention – Rudy).

6. **Visiting Landowner Input Period**
   Sally Muto inquired about the e-mail she had sent to the board regarding the use of savings to pay off the road loan. Discussion ensued regarding the $42,000 currently in savings. Robert B. suggested landowners bring ideas to the Budget Committee meeting for discussion. Ia Williams reported hearing that a number of board members are "decreeing" against some landowners. Dan and various board members responded that this is hearsay and therefore not something the board can address, however, assurance was given that board members attend meetings from the point of good will and objectivity, dropping everything but being a landowner and a good neighbor, and recognizing the need for the various perspectives to have the whole picture. Donna Lash-Andersen expressed a preference for a better balance of "church" and "non-church" members on the board, but is not in favor of a quota. Jim suggested that the community could be divided into districts and each district could vote for its own board representative. Debbie DeGraaf mentioned that there are several landowners who have not been assessed for their property or have been assessed for land only and not

dwellings. Regina Wunsch corrected Debbie regarding the number of parcels involved and stated that she and Janice were tracking them down. Discussion of the means to discover current property status ensued.

7. Officer and Committee Reports

7.1 President's Report – DK

Dan requested the committee chairs create a schedule of regular meetings and get the dates to Ross so the Governing Documents Committee can set its meetings.
Action Item: ***Dan to follow up with committee chairs to make sure this is done.***

7.2 Secretary's Report – AA

Alyssa reported on getting project review files in order, tracking what's been going on so as to connect it with the accounting, and training Karleen in getting communications out. The upcoming April statement mailing will most likely include a newsletter, so she asked people to submit ideas for topics. Landowners may submit topic ideas via e-mail or voicemail. Alyssa made the board aware that a Confidentiality Agreement is included in their meeting folders which are to be placed in their binders at the beginning of section 1 and is for their review of what they signed and agreed to.

7.3 Treasurer's Reports:

7.3.1 Budget Variance, Check & Deposit – JM

Janice pointed out that the reports reflect monies collected for land and dwelling assessments and one donation for the SG Road Fund. **Motion:** Ross motioned and Charlotte seconded to accept the Treasurer's Reports. **Motion carried unanimously.**

Discussion ensued regarding how subscription services, Internet hosting, domain fees and adding a Dropbox account for Karleen may be paid, as well as postage and other day-to-day expenses which need to be covered. Solution ideas included setting up a Paypal account, using the Bank of the Rockies debit card, which Dan opposed for lack of safety valve protection, preloaded credit cards, and doing a bank draft. Discussion also included the fact that money can be saved by paying yearly for subscriptions rather than monthly. Since a petty cash account already exists it was decided to give it to Karleen.
Action Item: ***Ross and Janice will get together to figure out the best option for paying for other services.***

Regina Wunch requested an estimate of the expense for the budget to repair the damaged NG guardrail at the north entrance hill. Discussion included the fact that the people who damaged the rail don't have insurance and the idea that the GLA's property insurance might cover it.
Action Item: ***Alyssa – to check with the insurance company to see if the property insurance will cover the damage.***

7.4 Budget Committee Report – JM

There was no meeting this month.

7.5 Collection Committee Report – JM

There was no meeting this month.

7.6 Road and Weed Mgmt Committee Report

Robert W. reported that the Road Committee did not meet this month. There was very little snow removal; signs were made regarding the NG guardrail that is out; a downed stop sign was put back up; and they are still trying to get bids to replace the guardrail but are having difficulty because big companies don't want to do such a small job. Robert W.

plans to walk Dry Creek Road Saturday morning to measure cracks and check for potholes, and invited anyone who is interested to join him. Discussion ensued regarding attempts to get Park County to pay for the upkeep of Dry Creek and perhaps getting a bid and asking the county to contribute 50%. Gerald reported having a conversation with Park County Commissioner Marty Malone who commented that unless there is an RDI [RSID] they wouldn't do it. Kevin suggested asking the county where we are on the list for repairs. Robert W. explained that the county doesn't crack seal; they just wait until roads fail because that's the type of budget they have. Additional discussion revolved around the fact that although Dry Creek is a county road, the GLA paved it and it is in its interest to maintain it. Therefore, after the road loan is paid off, that money might be well used for repairs. Jim suggested approaching Big Sky Ranch to help improve the road; attending commissioner meetings, being persistent until the county agrees to do something; and getting another loan after the current loan is paid off to fix the roads. Dan commented about the need to put a price tag on the repairs before bringing it to the landowners. Robert W. explained that's why he's walking Dry Creek: to estimate costs. Ia Williams said she heard Robert W. say the GLA would pay for the Dry Creek Road repairs and the Board corrected her that it was the opposite of that which was said; she also expressed concern about taking out another loan.

7.7 Project Review Committee Report – GD

7.7.1 Lot 37-E NG Dillard Mudroom & Deck Application

Gerald explained that Dillard already built these additions and didn't know he needed board approval to start the project. Gerald has done a site inspection and all is in order. **Motion:** Gerald motioned and Ross seconded to approve the project with the condition that disturbed land is reseeded. **Motion carried unanimously.**

Gerald also reported that while inspecting Capricorn 28A for a project that will be submitted in the future, he noticed that the catch basin, located on the NG 28A easement, wasn't installed. Mike Adkins Construction was already paid for the work. Since Adkins also grades GLA roads, Janice said she will subtract the amount pre-paid from what we owe him for grading, and pay him again for the catch basin when he completes the project.

Action Item: ***Gerald to tell Mike Adkins that we're deducting the amount we pre-paid him off of his bill and will repay him when the job is done.***

Robert B. asked to be removed from the Project Review Committee so he can devote his time to the Communication Committee. Kevin expressed interest in being added to the Project Review Committee, joining Gerald and Paul, and the board accepted him as a member of the committee.

Gerald reported that Debbie Blais' & Kevin Newby's garage building project on Lot 40-C SG is complete and his construction bond may be refunded.

Action Item: ***Gerald to give Karleen the final approval form of Lot 40-C SG for the files.***

7.8 Communication Committee Report – Robert B.

Robert B. reported that the Communication Committee held two closed meetings, March 5 (attended by Bobert B., Dan, Ross, Alyssa and Karleen) and March 13 (attended by Robert B., Dan, Ross, Alyssa and Kevin). The meetings were closed due to the need to discuss internal communication and board e-mail addresses. There is a need to implement procedures and policies to make it easy for communication to happen with timely responses and tracking of status.

7.9 Website Committee Report – Ross

Ross reported that he has updated information on the website regarding the local area and schools as well as forms including the Landowner Agenda Request Form. He requested

people e-mail him with suggestions for what they'd like to see on the website. He asked to receive an updated list of board member committee assignments to update the website. **Action Item:** ***Alyssa to forward to Ross an updated list of board committee members and their chairs.***

Ross suggested that to improve communication, the Board agree to increase the speed of Karleen's Internet connection and to get her a subscription for Dropbox so Alyssa and she can transfer data. **Motion:** Ross motioned and Janice seconded to improve communications by increasing Karleen's Internet connection to 1.5 Mbps at $20/mo and in addition to get her a Dropbox subscription for $9.95/mo. Discussion included clarification that the GLA currently has one Dropbox subscription; that the new speed of Karleen's Internet connection would be 3 Mbps (not 1.5 Mbps) for the extra $20; and that the total for both would be $30. **Motion carried unanimously.**

Ross also reported about a ticketing system he is investigating and exploring with the Communications Committee. The purpose is to organize, track and process the various types of communications handled by the association to help with timely responses. Further discussion included the added benefit of knowledge management and historical documentation to compensate for a volunteer board with people coming and going at regular intervals. Janice requested that ballpark pricing information be given to the Budget Committee so they can assess the cost impact for the year. Ross responded that the programs they're looking into are within the budget previously allocated for Association Voice management software, currently not being pursued. Since prices and plans are still being sought, further discussion will be forthcoming in April.

8. UNFINISHED BUSINESS

8.1 Policies: Conduct of Meeting, Hiring, Privacy, Records Retention - DK

Dan reported that new information had come to light regarding the policy drafts. Therefore discussion of policies at this meeting was tabled until the April Board Meeting for the Conduct of Meeting and Privacy policies and May for the Hiring and Record Retention policies, which need attorney input.

8.2 Lot 39-E (SG) – Complaint re: Septic System – Robert B.

Robert B. reported that the Board received a letter from Barbara Woodbury of Park County Environmental Health detailing a plan of correction for the drainfield that is less than 100 feet to the existing well. Deadline to bring this property into compliance is August 13, 2015.

Action Item: ***Karleen to put alert on August calendar.***

8.3 Lot 22-A (SG) – Complaint re: Dogs Barking/Firewood Processing Nuisance – Robert B.

Robert B. reported that the Board wrote an official response to the complaint and sent it to Mr. Clawson via certified mail on Friday March 6, 2015. Mr. Clawson has 30 days to respond.

9. NEW BUSINESS

10. Closed Session

10.1 Discussion of lawsuits – Board

11. Adjournment

Dan adjourned the meeting at 10:08 p.m.

12. Next Board Meeting: April 13, 2015

2015-03-16_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

March 16, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**

2. **Commence Special Meeting to fill SG director position vacated by Catherine Fitzgerald**

3. **Commence Regular Monthly Board Meeting (7:15 p.m.)**

4. **Set Agenda**

5. **Approve Meeting Minutes** – February 9 & February 16, 2015

6. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

7. **Officer and Committee Reports (7:30 p.m.)**
   - 7.1 President's Report – DK
   - 7.2 Secretary's Report – AA
   - 7.3 Treasurer's Reports – JM
     - 7.3.1 Budget Variance, Check & Deposit
   - 7.4 Budget Committee Report – JM
   - 7.5 Collection Committee Report – JM
   - 7.6 Road and Weed Mgmt Committee Report – Robert W.
   - 7.7 Project Review Committee Report – GD
     - 7.7.1 Lot 37-E NG Dillard Mudroom & Deck Application
   - 7.8 Communication Committee Report – Robert B.
   - 7.9 Website Committee Report – Ross

8. **UNFINISHED BUSINESS**
   - 8.1 Policies: Conduct of Meeting, Hiring, Privacy, Records Retention – DK
   - 8.2 Lot 39-E (SG) – Complaint re: Septic system – Robert B.
   - 8.3 Lot 22-A (SG) – Complaint re: Dogs Barking/Firewood Processing Nuisance – Robert B.

9. **NEW BUSINESS**

10. **Closed Session (9:30 p.m.)**
    - 10.1 Discussion of lawsuits – Board

11. **Adjournment (10:00 p.m.)**

12. **Next Board Meeting: April 13, 2015**

Glastonbury Landowners Association
Balance Sheet
As of February 28, 2015

	Feb 28, 15
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	1,368.15
003 · Savings Account	
004 · Savings Gen Operating Accnt	89,771.10
010 · Construction Bond Reserve C...	12,137.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	1,181.31
013 · NG Chip Seal Reserve Cash	276.63
014a · NG Road Reserve Cash	12,539.69
014b · SG Road Reserve Cash	22,281.17
015 · Lawsuit Reserve Cash	20,000.00
Total 003 · Savings Account	165,686.90
Total Checking/Savings	167,055.05
Accounts Receivable	
Accounts Receivable	236,289.04
Total Accounts Receivable	236,289.04
Other Current Assets	
Petty Cash	69.40
12000 · Undeposited Funds	2,834.52
Total Other Current Assets	2,903.92
Total Current Assets	406,248.01
Fixed Assets	
Furniture and Equipment	918.99
Total Fixed Assets	918.99
TOTAL ASSETS	**407,167.00**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	12,137.00
Payroll Liabilities	1,054.81
Total Other Current Liabilities	13,191.81
Total Current Liabilities	13,191.81
Long Term Liabilities	
Bank of the Rockies Loan	42,200.22
Total Long Term Liabilities	42,200.22
Total Liabilities	55,392.03
Equity	
Digitizing Fund	1,181.31
Emergency Loan Fund	7,500.00
Lawsuit Fund	20,000.00
NG Chip Seal Fund	276.63
NG Road Fund	12,539.69
Opening Balance Equity	22,222.35
Operating Fund Balance	206,983.23
SG Road Fund	22,281.17
Net Income	58,790.59
Total Equity	351,774.97
TOTAL LIABILITIES & EQUITY	**407,167.00**

Glastonbury Landowners Association
Profit & Loss
February 2015

	Feb 15	Jan - Feb 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.15 · Land Assessments 2015	0.00	42,651.59
Total 110 · Land Assessments	0.00	42,651.59
120 · Dwelling Assessments		
120.15 · Dwelling Assessments 2015	0.00	26,631.14
Total 120 · Dwelling Assessments	0.00	26,631.14
150 · Golden Age Village Income	0.00	2,573.73
170 · Finance Ch Income- Past Due Ass	0.00	54.94
171 · 5% Penalty Income	0.00	244.05
180 · 2009 Chip Seal Assessment	-28.68	-28.68
191 · Bad Debt	0.00	-4,169.94
Total 100 · Parcel Assessment Fees	-28.68	67,956.83
200 · Project Impact Fees		
201 · Application Fees	35.00	35.00
210 · Structure Impact Fees	30.00	30.00
Total 200 · Project Impact Fees	65.00	65.00
400 · Other Gen Fund Income		
450 · Donation Income	79.80	79.80
Total 400 · Other Gen Fund Income	79.80	79.80
Total Income	116.12	68,101.63
Gross Profit	116.12	68,101.63
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal	0.00	161.50
1011 · Equipment Rental	100.00	350.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	195.00	795.00
1016b · Wages Paid Sanding	75.00	287.50
Total 1016 · Wages Paid Snow	270.00	1,082.50
1016c · Wages Paid Sand Loading	0.00	40.00
1016d · Wages Paid Snow Fence	210.00	210.00
1018a · Payroll Software	4.00	4.00
1019 · Workers' Compensation Insura...	504.18	504.18
Total 1015 · Payroll Costs	988.18	1,840.68
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	740.00	740.00
1025 · Fuel	0.00	110.08
1026 · Wages Truck Maintenance	0.00	360.00
Total 1020 · Equipment Costs	740.00	1,210.08
Total 1000 · Snow Removal	1,828.18	3,562.26
1030 · Road Maintenance		
1045 · Signs, Posts, Etc	84.08	84.08
1030 · Road Maintenance - Other	150.00	150.00
Total 1030 · Road Maintenance	234.08	234.08
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	24.20	24.20
Total 1200 · Parkland/Recreation Center	24.20	24.20
1300 · Litigation		
1310 · Legal Costs		

Glastonbury Landowners Association
Profit & Loss
February 2015

	Feb 15	Jan - Feb 15
1310a · Litigation Incurred	192.50	192.50
Total 1310 · Legal Costs	192.50	192.50
1312 · Document Production-Wages Paid	0.00	555.00
Total 1300 · Litigation	192.50	747.50
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	780.00	1,560.00
2010c · Mileage Reimbursement	27.33	39.20
Total 2010 · Administrative Expense	807.33	1,599.20
2023 · Payroll Taxes All	128.89	389.53
2050 · Office Supplies		
2050a · Admin Office Supplies	25.49	244.65
Total 2050 · Office Supplies	25.49	244.65
2052 · Postage & Shipping	69.38	508.57
2055 · Printing & Copies	0.00	263.08
2060 · Rent - Facilities	170.00	640.00
2062 · Rent - PO Box & Safe Dep Box	0.00	60.00
2066 · Software Costs	82.98	94.97
2080 · Telephone & Messaging	14.95	29.90
Total 2000 · Overhead/Admin Costs	1,299.02	3,829.90
Total Expense	3,577.98	8,397.94
Net Ordinary Income	-3,461.86	59,703.69
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank	10.98	20.86
Total Other Income	10.98	20.86
Other Expense		
6000 · Interest Expense	933.96	933.96
Total Other Expense	933.96	933.96
Net Other Income	-922.98	-913.10
Net Income	**-4,384.84**	**58,790.59**

Glastonbury Landowners Association
Profit & Loss Budget Performance
February 2015

	Feb 15	Jan - Feb 15	Budget	% of Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
110 · Land Assessments				
110.12 · Land Assessments 2012	17.86	966.72		
110.13 · Land Assessments 2013	2.88	196.76		
110.14 · Land Assessments 2014	676.50	1,106.29		
110.15 · Land Assessments 2015	33,151.04	33,813.34	72,160.00	46.86%
Total 110 · Land Assessments	33,848.28	36,083.11	72,160.00	50.0%
120 · Dwelling Assessments				
120.12 · Dwelling Assessments 2012	17.86	966.72		
120.13 · Dwelling Assessments 2013	2.88	196.76		
120.14 · Dwelling Assessments 2014	471.64	1,080.97		
120.15 · Dwelling Assessments 2015	20,283.48	20,945.23	49,170.00	42.6%
Total 120 · Dwelling Assessments	20,775.86	23,189.68	49,170.00	47.16%
150 · Golden Age Village Income	2,573.73	2,573.73	10,295.00	25.0%
170 · Finance Ch Income- Past Due Ass	122.80	1,932.33		
171 · 5% Penalty Income	28.06	200.03		
180 · 2009 Chip Seal Assessment	-14.34	0.00		
191 · Bad Debt	0.00	-4,169.94		
Total 100 · Parcel Assessment Fees	57,334.39	59,808.94	131,625.00	45.44%
200 · Project Impact Fees				
201 · Application Fees	35.00	35.00		
210 · Structure Impact Fees	30.00	30.00		
Total 200 · Project Impact Fees	65.00	65.00		
400 · Other Gen Fund Income				
401 · Lien Fees Paid	0.00	50.00		
450 · Donation Income	79.80	79.80		
Total 400 · Other Gen Fund Income	79.80	129.80		
Total Income	57,479.19	60,003.74	131,625.00	45.59%
Gross Profit	57,479.19	60,003.74	131,625.00	45.59%
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	0.00	161.50	2,000.00	8.08%
1011 · Equipment Rental	100.00	670.00	2,600.00	25.77%
1012 · Snow Fences	0.00	0.00	200.00	0.0%
1013 · Sand	0.00	0.00	600.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget Performance
February 2015

	Feb 15	Jan - Feb 15	Budget	% of Budget
1015 · Payroll Costs				
1016 · Wages Paid Snow			8,500.00	
1016a · Wages Paid Plowing	195.00	795.00		
1016b · Wages Paid Sanding	75.00	287.50		
Total 1016 · Wages Paid Snow	270.00	1,082.50	8,500.00	12.74%
1016c · Wages Paid Sand Loading	0.00	40.00		
1016d · Wages Paid Snow Fence	210.00	210.00	1,000.00	21.0%
1018a · Payroll Software	4.00	4.00		
1019 · Workers' Compensation Insurance	504.18	914.75		
Total 1015 · Payroll Costs	988.18	2,251.25	9,500.00	23.7%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	740.00	740.00	698.00	106.02%
1024 · Truck Maintenance	0.00	0.00	3,500.00	0.0%
1025 · Fuel	0.00	429.93	2,500.00	17.2%
1026 · Wages Truck Maintenance	0.00	360.00	1,000.00	36.0%
Total 1020 · Equipment Costs	740.00	1,529.93	7,698.00	19.87%
Total 1000 · Snow Removal	1,828.18	4,612.68	22,598.00	20.41%
1030 · Road Maintenance				
1031 · Weed Control	0.00	0.00	2,500.00	0.0%
1032 · Roadside Mowing	0.00	0.00	1,300.00	0.0%
1035-A · Grading & Gravel NG	0.00	0.00	12,250.00	0.0%
1035-B · Paved Road Costs NG	0.00	0.00	4,000.00	0.0%
1035 · Grading & Gravel SG	0.00	0.00	16,250.00	0.0%
1045 · Signs, Posts, Etc	84.08	84.08	900.00	9.34%
1046 · Insurance - Roads/Common Land	0.00	0.00	5,498.00	0.0%
1030 · Road Maintenance - Other	150.00	150.00		
Total 1030 · Road Maintenance	234.08	234.08	42,698.00	0.55%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	24.20	48.23	400.00	12.06%
1220 · Sprinkler Maintenance	0.00	339.00	150.00	226.0%
1230 · Lawn Mowing/Gas	0.00	0.00	150.00	0.0%
1240 · Mower Maintenance	0.00	0.00	250.00	0.0%
Total 1200 · Parkland/Recreation Center	24.20	387.23	950.00	40.76%
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	192.50	192.50	1,400.00	13.75%
1310b · Litigation Initiated	0.00	0.00	3,000.00	0.0%
Total 1310 · Legal Costs	192.50	192.50	4,400.00	4.38%

Glastonbury Landowners Association
Profit & Loss Budget Performance
February 2015

	Feb 15	Jan - Feb 15	Budget	% of Budget
1312 · Document Production-Wages Paid	0.00	555.00	1,700.00	32.65%
Total 1300 · Litigation	192.50	747.50	6,100.00	12.25%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	0.00	0.00	300.00	0.0%
2010 · Administrative Expense			12,275.00	
2010b · Administrative Costs-Wages Paid	780.00	1,560.00		
2010c · Mileage Reimbursement	27.33	39.20		
Total 2010 · Administrative Expense	807.33	1,599.20	12,275.00	13.03%
2016 · Insurance - Board Liability	0.00	0.00	2,700.00	0.0%
2017 · Legal Fees-General Advice	0.00	720.00	5,000.00	14.4%
2018 · Licenses & Annual Reporting	0.00	0.00	100.00	0.0%
2019 · Lien Filing Costs	0.00	0.00	300.00	0.0%
2023 · Payroll Taxes All	128.89	389.53		
2050 · Office Supplies			800.00	
2050a · Admin Office Supplies	25.49	244.65		
Total 2050 · Office Supplies	25.49	244.65	800.00	30.58%
2052 · Postage & Shipping	69.38	508.57	2,000.00	25.43%
2055 · Printing & Copies	0.00	263.08	1,500.00	17.54%
2060 · Rent - Facilities	170.00	690.00	1,275.00	54.12%
2062 · Rent - PO Box & Safe Dep Box	0.00	60.00	160.00	37.5%
2066 · Software Costs	82.98	94.97	650.00	14.61%
2070 · Taxes - Property	0.00	314.50	325.00	96.77%
2080 · Telephone & Messaging	14.95	29.90		
2090 · Website Costs	0.00	0.00	2,200.00	0.0%
2096 · Annual Mtg Refreshments	0.00	0.00	200.00	0.0%
Total 2000 · Overhead/Admin Costs	1,299.02	4,914.40	29,785.00	16.5%
Total Expense	3,577.98	10,895.89	102,131.00	10.67%
Net Ordinary Income	53,901.21	49,107.85	29,494.00	166.5%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	10.98	20.86	80.00	26.08%
Total Other Income	10.98	20.86	80.00	26.08%
Other Expense				
6000 · Interest Expense	933.96	933.96	4,800.00	19.46%
Total Other Expense	933.96	933.96	4,800.00	19.46%

Glastonbury Landowners Association
Profit & Loss Budget Performance
February 2015

	Feb 15	Jan - Feb 15	Budget	% of Budget
Net Other Income	-922.98	-913.10	-4,720.00	19.35%
	52,978.23	48,194.75	24,774.00	194.54%

2015-03-29_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

March 29, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dan at 7:08 p.m. via conference call service.

   PRESENT: Daniel Kehoe (President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi, Kevin Newby, Rudy Parker, Paul Ranttalo, and Robert Wallace (aka Robert W.).
   ABSENT: Ross Brunson (Vice President), and Jim Kozlik.
   ALSO ATTENDING: Karleen McSherry (Administrative Assistant) and landowners Mark Seever & Andrea Sedelak, and Jerry Ladewig.

2. **Officer and Committee Reports** – Tabled.

3. **UNFINISHED BUSINESS** – Tabled.

4. **NEW BUSINESS**
   4.1 Dry Creek Road – Proposed Letter to Park County – Robert W.
   On Saturday March 21, several board members and landowners walked Dry Creek Road to assess road damage and repair needs. A report of their findings was subsequently sent to Board Members. Based on the information in the Dry Creek Road Report, Kevin wrote a letter he proposed be sent to Park County on behalf of the board summarizing the issues the GLA would like to have addressed.

   Ed reported that Ed Hillman came out here last week, said there is no money in the County's budget to fix Dry Creek Rd, that they'll likely patch the pothole on the curve, and encouraged attendance at the upcoming meeting at the County Courthouse Tuesday at 9:00 a.m. Dan read Kevin's letter to the group, especially for the benefit of the attending landowners. He also suggested Parks Frady, Public Works Director for Park County and Ed Hillman's boss, be added to the letter as a recipient. **Motion:** Robert W. motioned and Kevin seconded to send the letter to Park County and add Parks Frady as a recipient. Discussion ensued regarding the need to establish a paper trail with the County on this issue; sending the letter on official GLA letterhead via certified mail; the possibility of adding to the letter a request to widen the road at the culvert to meet county standards and improve safety; editing the letter by taking out the GLA request of the county to crack seal alligator maze damage and instead ask them to setting up a program to address the "alligator" mazes of cracks to prevent road failure, especially on the curve that is often wet because it doesn't have a culvert; to CC: all of the commissioners so they make this a priority; and having several board members and landowners attend the County meeting on Tuesday with one as the designated spokesperson to speak during the public comment period about the seriousness of this issue for the 400 landowners of Glastonbury. **Amended Motion:** Robert W. amended his motion and Kevin seconded to send the letter to Park County with the edits regarding setting up a program to address the alligator mazes, to add Parks Frady as a recipient, and CC: the other two County Commissioners, Steve Caldwell and Clint Tinsley. **Motion carried unanimously.**

5. **Comment Period for Visiting Landowners** – No comments.

6. **Adjournment at 7:50 p.m.**

7. **Next Board Meeting: April 13, 2015**

2015-03-29_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Meeting Agenda

March 29, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order**
2. **Officer and Committee Reports**
3. **UNFINISHED BUSINESS**
4. **NEW BUSINESS**
   4.1 Dry Creek Road – Proposed Letter to Park County – Robert W.
5. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)
6. **Adjournment**
7. **Next Board Meeting: April 13, 2015**

2015-04-13_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

April 13, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
The meeting was called to order by Dan Kehoe at 7:05 p.m. at St. John's Church.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Jim Kozlik, Charlotte Mizzi, Kevin Newby (by phone until 9:13), Paul Ranttalo, Robert Wallace (aka Robert W.).
Also attending: Karleen McSherry (Administrative Assistant)
Landowners: Miriam Barker, Debbie Blais (by phone), John & Sherrie Cameron, Claudette & Micah Dirkers, Debbie DeGraaf, Pouwel Gelderloos, Ted Gruehl, Jerry Ladewig, Craig Lannes, Donna Lash-Andersen, Clare Parker, Joe Trosclair, Linda Ulrich, Regina Wunsch.

2. **Set Agenda**

3. **Approve Meeting Minutes – March 16 & March 29, 2015**
Motion: Ross motioned and Jim seconded to approve the March 16, 2015 meeting minutes. Robert W. requested to change the Road Committee report from "no snow removal" to "very little snow removal." Ross and Jim amended their motion to reflect this change. **Motion carried unanimously. Motion:** Ross motioned and Robert W. seconded to approve the March 29, 2015 phone meeting minutes as written. **Motion carried** (1 Abstention – Jim).

4. **Visiting Landowner Input Period**
Regina Wunsch requested a road walk of Capricorn Dr. in North Glastonbury like the one that was done for Dry Creek Road in South. Craig Lannes was interested in receiving an answer to the dog barking and chain sawing complaint and expressed dissatisfaction with the way his private subdivision road was not being maintained by the GLA.

5. **Officer and Committee Reports**
   5.1 President's Report – DK
      5.1.1 Request to move next month's meeting to May 18 and June's meeting to June 15. Motion: Charlotte motioned and Ross seconded to change the May and June board meeting dates to May 18 and June 15 respectively. **Motion carried unanimously.**

   5.2 Treasurer's Reports:
      5.2.1 Budget Variance, Check & Deposit – JM
      Janice reported that at the end of the first quarter most income from assessments was current and the budget was on course. **Motion**: Ross motioned and Robert W. seconded to approve the Treasurer's Reports. **Motion carried unanimously.**

      5.2.2 Lot 22-D (SG) – Woodruff request for waiving late fees
      Because Alyssa had worked with Justin on his project review applications over the years, she was asked to speak with him about his April 2, 2015 e-mail regarding his construction bond refund in which he expressed belief that money due him was withheld to pay his back dues. Alyssa reported that she clarified with Justin that no money for back dues was withheld; however some of his impact fees for the kitchen addition that he retracted were kept by the GLA to cover administrative costs. Sherrie Cameron, his property manager, gave Janice a check for the past due assessments without the penalty and interest charges. Discussion ensued regarding the amount of penalty and interest actually owed ($19.10 and $46.02 respectively); whether to accept the check and forgive interest and penalty; to not accept the

check and have it reissued in the proper amount; to forgive the penalty but not the interest; the idea that assessments and fees collected are two separate situations but landowners typically think they are the same; the question of people accepting responsibility for their actions or inactions; and whether there was a genuine misunderstanding that needed to be taken into account. **Motion:** Ross motioned and Robert B. seconded to charge only interest on Justin Woodruff's delinquent 2014 assessments; to forgive the penalty this one time; to give back his check and ask him to reissue it in the proper amount. **Motion carried** (1 abstention – Jim). **Action Item:** ***Janice – send statement and letter of explanation to Justin regarding the above decision.***

5.3 Budget Committee Report – JM

Janice reported that the Budget Committee met April 2, 2015. In attendance were Janice (Co-chair), Dan (Co-chair), Regina Wunsch, Donna Lash-Anderson, and Ia Williams. After going over the financial reports, it was determined that there was approximately $42,000 in the General Fund beyond budgeted items that could be allocated where most needed. The first priority was to place $10,000 back into the Legal Cash Reserve Fund to replace what was borrowed in 2014 for the NG crack sealing project. The committee offered options for reallocation of the remaining funds including putting a certain amount into the road budget; covering the cost of the digitizing project and the recent computer and printer purchases; doubling the [payment of] principle of the road loan to accelerate paying it off to save on interest; and moving some into the Capital Equipment Fund for possibly purchasing another truck. Discussion ensued regarding the amount and source of money to be used to pay off the road loan - $12,700 (from the $42,000) plus $7,500 from the Loan Emergency Fund to double the principle of the next two payments, and potentially $10,000 in past due funds expected to be collected later this year to make the third and final accelerated payment; of the $7,000 in older money that came in; and the assurance that any accelerated payments would be made by the Treasurer and Budget Committee as funds allowed. **Motion:** Janice motioned and Gerald seconded to reallocate $12,700 from the General Fund and $7,500 from the Emergency Loan Fund to double the principle on the loan for the next three payments and pay off the road loan sooner if possible. Discussion included Robert B.'s question about being in jeopardy if the $10,000 doesn't come in; the final three payment dates, which would be in May, August and November if payment is accelerated; and splitting the remaining ~$19,000 across the Road Fund, capital equipment and computer equipment. **Amended Motion:** Janice amended her motion and Gerald seconded to reallocate $12,700 from the General Fund and $7,500 from the Emergency Loan Fund to double the principle on the next two loan payments and only make the third accelerated payment if the $10,000 in back dues comes in. **Motion carried unanimously. Motion:** Janice motioned and Ross seconded to allocate $10,000 back into the Legal Fund to replace what was borrowed. **Motion carried unanimously. Motion:** Janice motioned and Robert B. seconded to put $1,000 into the Digitizing Fund and $1,000 back into the Operating Fund (to cover computer and printer costs). **Motion carried unanimously. Motion:** Janice motioned and Robert W. seconded to move $10,000 into the road budget and $7,700 into the Capital Equipment Fund. **Motion carried unanimously.**

5.4 Collection Committee Report – JM

The Collection Committee met on April 3, 2015. In attendance were Dan (Co-chair), Janice (Co-chair), Debbie Blais, Debbie DeGraaf and Regina Wunsch. Janice reported that 35 people, some owning multiple properties, are behind in their assessments; there are 34 liens, three of which need to be released; there are two people without valid

addresses; one property was foreclosed in 2010, is uncollectible and needs to be written off as bad debt. Discussion included the need to update the payment plan; to pare down the time given to repay what is owed to a certain number of months per $1,000 and establish criteria for rate of repayment and discounts based on the past two years of income; the idea that the current 18% interest rate is too high and may not hold in a court of law; that this is a punitive system and people who can't pay won't pay by punishing them; to offer a one-time discount on penalties and finance charges; the need to review the collection policy to clarify steps to send unresponsive outstanding accounts to a collection attorney or collection agency; to research what it would take to foreclose on a property. Debbie DeGraaf mentioned the possibility of using auto-pay through Bank of the Rockies. Janice explored the possibility and found that because the money would go straight into the GLA account, the bank would not be able to track where it came from and therefore who paid. Janice also presented the possibility of changing the interest rate as well as how it's calculated – from compound to simple – as well as eliminating the 5% penalty and the need for the Governing Documents Committee to propose these changes. Dan mentioned a law firm with a website, www.ksnlaw.com, that has a downloadable PDF on HOAs collecting delinquent accounts. Debbie Blais and Debbie DeGraaf volunteered to call people who are behind in their assessment to give a gentle reminder. Ross asked if there is precedence for forgiving portions of what is owed and Dan explained that deals have been struck in the past but the need is to create criteria that apply to all. The board discussed the possibility of waiving the monthly interest charge from the point forward of the creation of a payment plan and faithfulness in following the plan; creating a procedure for how many payments may be missed before a person is considered off the plan, requiring communication regarding being late and the type of communication required as well as setting a schedule for following up with and taking action on delinquencies. Pouwel Gelderloos asked about the possibility of people paying their assessments by working for the GLA and discussion included accounting difficulties; paying as a contract employee and the person paying the GLA from that wage; Linda Ulrich recommended not allowing for barters or trades. Charlotte suggested the committee submit a proposal to the board before a vote is taken.

5.5 Secretary's Report – AA

5.5.1 April Newsletter – AA

Alyssa reported that because assessment statements were already sent to landowners, the newsletter will be sent as a separate mailing; the layout and design of the piece may be changing to something more interesting and easier to read; the Communications Committee has been asked to provide feedback regarding the articles included; and the board will be sent the final text in the coming week for approval. The Welcome Packet is being revised and the Communications Committee has been asked to provide feedback regarding the new cover letter and materials included. Alyssa explained that Karleen is getting more plugged in as the hub of communication and the board will be hearing from her more often. Janice alerted the group to the possibility of Karleen's hours increasing as she moves more into this role. Dan suggested that the board would reassess her hours as she comes closer to overage.

Alyssa spoke with the GLA's insurance agent about the guardrail that is out at the north entrance to North Glastonbury, The agent said it's possible our insurance would cover the replacement work but there would be a lot of hoops to jump through, including the need to show that the GLA has tried to get the perpetrators of the damage to pay for it, the fact that there is a $1,000 deductible, and an insurance adjuster would need to evaluate the situation and place a maximum

allowable coverage cost on the repairs. Ross clarified that the people in the first accident do have insurance, the people in the second accident don't, and that police reports were filed at the time of the accidents. Discussion included the question of whether it is worth pursuing having our insurance pay for the damage if the cost of the repair is only a few hundred dollars over the deductible and if our rates might go up as a result; the idea of our insurance going after their insurance and us trying to get the insured parties to pay the deductible. Kevin was volunteered to follow up on this.

Action Item: ***Kevin – follow up with the driver's insurance to see if they will cover the repairs.***

5.6 Road and Weed Mgmt Committee Report

Road Committee members Robert W. and Kevin met on March 21st with several landowners for a highly detailed walking inspection of Dry Creek Road. A written report of the group's findings was compiled and sent to Park County. Robert W. reported upon five issues: 1. Erin Caine Construction extended the culvert halfway up Hercules and put a steel grate on the other side of the road. The project was completed within budget. 2. Two bids were received to replace the NG guardrail – one for $4,200 from Josh Wells and one for $600 from Paul Ranttalo who proposed using new posts but used guardrail. Discussion ensued regarding the GLA's liability in using second-hand product; that the county has used guardrail; that accident reports were filed with highway patrol and the insurance company can contact them to receive a certified copy; that the insurance company may want to send out an estimator; the need for parity in the quotes – what each of the contractors would do for the money; and the suggestion that we wait to see what Paul can come up with. 3. Upper Gemini Road is in really bad condition, almost impassable and is a GLA platted road. The Carps and Alexanders are the only ones up there, and Alexander's parcel is for sale. Robert W. has had three bids to fix it. Paul Ranttalo would charge $980 and would use a backhoe and 20 yards of gravel; Josh Wells would use a road grader and roller to grade 200 yards of road for $1,850; and Caine Construction would charge $3,400 to fix it with a Bobcat and excavator. **Motion:** Robert W. motioned and Rudy seconded to give the bid to Paul Ranttalo. During the discussion Jim noted that the road is bad and the proposed work is cosmetic. **Motion carried** (2 abstentions – Paul and Robert B.). 4. Robert W. reported driving slowly along NG's paved roads, which are in pretty good shape. Over 90% of roads are still very good including Sirius, Aries and upper Capricorn. Lower Capricorn near Hwy 89 has a few places where crack sealing has failed. Since these repairs were done six months ago and they were warrantied for one year, Robert W. will contact Bailey Paving to see if they'll make good on the warranty. There are also serious alligator cracks on lower Capricorn and two places where the road has failed including one that is 4 ft. sq. Both will need to be patched and Robert will get bids to fix them. Discussion included the suggestion that the road committee do a walk through of the NG paved roads as was done for Dry Creek Rd and the impracticality of it; Dan reported going online and found a grader but if the GLA bought it an operator would be needed; Robert W. suggested it would be better to put money into a snowplow; Paul explained that the equipment is a combination plow and grader; Robert B. queried if we have an extended financial plan to know if we have extra money to make such a purchase; Dan responded that the Road Committee is coming up with a long term plan. 5. The next meeting of the Road Committee will be April 20th at 7:00 p.m. at Paul's shop to discuss spring grading.

Action Item: ***Robert to connect with Kevin regarding the insurance.***

5.7 Project Review Committee Report – GD

5.7.1 Lot 28-A (NG) Sandoval-Ojeda Residence - GD

Gerald explained that this property is located on the north side of Capricorn between Gemini and Venus at a low spot in the road. Mike Adkins was supposed to have put in a sump pump but has not. When the driveway goes in water will accumulate there and is a potential problem. Ted Gruehl, the contractor, has indicated he would move the well and potentially the drainfield. **Motion:** Gerald motioned and Ross seconded to give preliminary approval for the project with the conditions that Ted receive the necessary permits from the sanitarian and reseed the disturbed land. **Motion carried** (1 abstention – Paul).
Action Item: ***Gerald to contact the owners of 11-D NG (across the road from 28-A) to suggest putting in a culvert to remove the pooling water.***

5.7.2 Lot 43-5 (NG) – Kozlik Educational self-sustainable homestead

Jim explained his intention to engage in light commercial business that would involve building and selling small structures such as tumbleweed homes on mobile home chassis and greenhouses. He requested a meeting with the Project Review Committee to assess how this fits with the covenants. Discussion included questions regarding the nature of the work, the noise it would generate, the idea that this would be a hobby engaged in as desired rather than regularly and strenuously, that nothing will be going into the ground but would be sold and moved.
Action Item: ***The Project Review Committee and any interested board members will meet at Jim Kozlik's house on May 2 at 10:00 a.m. for a tour of the property and explanation of its intended use.***

5.7.3 Lot 38-B (NG) – clarification re: Yaney house project – GD & AA

Chuck Tanner submitted an agenda request for discussion of the height of the Yaney house and its designation as a "tower." Gerald and Alyssa explained the history, including the fact that the Yaneys had originally submitted a request for a height variance but had subsequently withdrawn it. They paid to have the plans redesigned to fit within the 30' maximum height. The property is on a hill and there was no other place to build. Because all covenant and master plan criteria were met, there was no need for special treatment and the board gave approval for building. Debbie DeGraaf indicated that the Yaneys have infringed on the well of an adjoining property and are claiming an exemption for a tower. Ross suggested the affected party submit a complaint to the GLA and the situation would be investigated.

5.7.4 Clarification: Types of projects historically reviewed by Board – DK & AA

Dan explained that historically buildings of 200 sq. ft. or less require a form to be filled out but receive de facto approval. Alyssa explained that upkeep and small projects such as patios, walkways, decks, signs, fences, house painting, landscaping, and stone walls have not traditionally be subject to project reviews. Dan suggested that the Governing Documents Committee would seek to clarify these things and set forth the idea that small projects need to be done within certain rules and even excavation may need approval.

5.7.5 Lot 39-E (SG) – Kletter gate/arch – PR

Paul reported that the Kletters have taken three proposals to address their septic problem to the Park County Sanitarian and are awaiting a determination as to

GLA 03457

which will be accepted. Even though non-resolution of this problem has meant they do not have permission to build, gates and arches are not subject to GLA approval and therefore these activities are not being addressed by the association.

5.8 Communications Committee Report – Robert B.

Robert B. reported that the Communications Committee held a phone meeting on March 19th that he attended along with Ross, Rudy, Alyssa, Karleen, Claudette Dirkers, Donna-Lash-Anderson and Ia Williams. The committee decided that future meetings would be held the second Thursday after the board meeting at 6:00 p.m. via phone. He requested that all committees set a meeting schedule for the rest of the year and send it to Ross to be posted on the website calendar. The committee discussed Karleen's role as the hub and how to deal with all information flowing through the hub; that Karleen will direct incoming issues to a person or committee, who will need to confirm that they are on it or toss it back if it's not in their jurisdiction; that Karleen was given approval to exercise discernment regarding responding via phone or e-mail to landowners to apprise them of receipt of their communication, who it has been given to and an approximate timeline for resolution; Karleen will write a procedure for this process including which specific issues might require a quick response to landowners. Robert B. reported that Ross gave an update on the program being looked at for ticketing/tracking and expressed Rudy's interest in serving on the Communications Committee. **Motion:** Robert B. motioned and Ross seconded that the board approve Rudy to join the Communications Committee and take notes. **Motion carried unanimously.** Robert B. reported that the committee will write a non-discrimination policy and that Karleen needs committee notes for accurate inclusion in the board meeting minutes.

5.9 Website Committee Report – Ross

Ross explained that the responsibilities of the Website Committee extend into all areas of technology and therefore the current name doesn't reflect the full scope of its actions. **Motion:** Ross motioned and Janet seconded to rename the Website Committee the Technology Services Committee. **Motion carried unanimously.**

5.9.1 Ticketing system update

Ross reported that a test version of the ticketing system is up and running. He asked people to try it out by sending an e-mail to support@glamontana, create a password, and then track the progress of the issue. He explained that technology is not a means unto itself and that there is a need to establish tiers of support beginning with simple requests that can receive a quick reply and "it's done" on to more complicated problems that require assessment, research, committee involvement and time to accomplish the process. These will need human intervention in responding to people along with the technology. Debbie DeGraaf asked if the GLA is paying for this system and Ross responded that the version being used is free for three agents who at this point are Karleen, Janice and he himself.

Ross requested committee chairs send him meeting dates to post on the calendar and reported that he's working to get Google Apps to certify the GLA as a non-profit which would give the association an unlimited Google account and save $240.

Action Item: ***Committee chairs to send Ross tentative meeting schedule for the year to be posted on the website calendar.***

5.10 Governing Docs Committee Report – DK & CM

Dan reported that the Governing Documents Committee met on April 9th at Spectec in Glastonbury South. Present were Dan (co-chair), Jim, Janice, Debbie Blais, Jerry Ladewig. Donna Lash-Anderson, Sally Muto, Linda Ulrich, Ia Williams and Regina Wunsch. Charlotte (co-chair) and Charlene Murphy were absent. The committee reviewed the scope of the work as outlined by the board; the timeline of getting items ready for a vote at the November meeting, or earlier for the covenants' section on collections; the specific areas of focus including Bylaws Article VI – sections on Committees and Meeting Agenda, Covenants Section 3 Definitions and the consistency of language used in Covenants, Section 5 – trim to eliminate unnecessary overlap with state and county laws and regulations, Section 6 Structures – clarify language and set minimum size for reviews, Section 11 Assessments – address the interest and penalties. The committee crafted wording to address the section regarding assessments that would eliminate the penalty, set the interest rate 3% above the CPI and charge simple not compound interest. The state of Montana does not have HOA laws but other states do not allow HOAs to charge compound interest. The board made some suggestions that the committee will use to edit the proposed change. Regina Wunsch commented that the GLA has unknowingly been charging simple interest. Dan explained that usury laws forbid penalties and interest to be greater than 45% of the principle. Dan further reported that the committee has six questions for an attorney; that they are looking into a law firm in Bozeman and will bring their recommendation to the board for approval in May. Ross asked if the committee is addressing the issue of conducting business in a more open manner in an online format and Dan explained that this is a gray area, especially regarding using e-mail vs. phone or in-person meetings. The committee agreed to set its next meeting on Wednesday April 22 and May 13.

6. UNFINISHED BUSINESS

6.1 Policies: Conduct of Meeting, Hiring, Privacy, Records Retention – DK - Tabled.

6.2 Fencing on Hercules easement/Kathleen Ramp inquiry – PR

Paul reported that he checked the fence and concluded that the GLA didn't move the fence. Karleen was asked to draft a letter to Kathleen with facts provided by Paul and photos from Alyssa.

Action Item: ***Karleen to get facts from Paul, photos from Alyssa and draft letter.***

6.3 Lot 22-A (SG) – Complaint re: Dogs Barking/Firewood Processing Nuisance – Robert B.

Robert B. reported that Dan and Rudy visited John Clawson and he was amenable to fixing the chain sawing and dog barking problems. John indicated that he cuts wood and sells it as a hobby but he can do it in a different place; and that he would be willing to move the two dog houses 100 ft. away to the other side of the house, erect a wooden fence to contain noise and prevent the dogs from seeing activity which causes them to bark. He was given until April 30th to rectify the problem and if his solutions don't work he would be willing to try something else like dog collars. If that doesn't work he suggested he could get rid of the dogs. The Camerons, who originally submitted the complaint, reported that the log cutting has stopped but the problem with the dogs persists. What he is doing is not working. The dogs are chained 24-7 and John is gone a lot. The Camerons recommend Mr. Clawson try using an electronic device that emits an ultra-sound when dogs bark and which they don't like so they are quickly conditioned to

not bark. Dan affirmed that the Communications Committee would send a letter to suggest this other method. Rudy agreed to speak with John again because he began rectifying the problem right away indicating a willingness to resolve the issues.

7. **NEW BUSINESS**

7.1 Inquiry re: Repurposing the PVRC soccer field – DK

Pouwel Gelderloos, who had requested board discussion of this item, reported that Livingston has two fields constructed at a cost of $2 million and the GLA paid a fraction of the cost of the PVRC field with the help of volunteers. It is an investment that needs to be kept up. Currently one of the residents uses the field to fly his model planes but there could be many other uses for the field. Charlotte asked if the PVRC is still listed as a Federal non-profit, and suggested that a committee be formed to brainstorm ideas for how the land may be used. Alyssa suggested that because the non-profit fees have not been paid it might have been deactivated. Discussion continued regarding the need to fix PVRCs lawnmower because the grass has already begun to grow; that the entire endowment for recreation is between 20 and 30 acres and the field area has sprinklers, a septic system, toilets and a concession stand; that some activities could be easily started such as putting up a volleyball net; and that there is still a line item in the budget to pay electric on the property. **Motion:** Charlotte motioned and Gerald seconded to create a Community Property Committee regarding the PVRC acreage with Charlotte as chairperson and Jim, Robert W. and Pouwel as members. **Motion carried unanimously.** **Action Item:** ***Charlotte to look into whether the PVRC is officially deactivated.***

8. **Closed Session**

8.1 Discussion of lawsuits – Board

9. **Adjournment**

Dan adjourned the meeting at 10:52 p.m.

10. **Next Board Meeting: May 18, 2015**

2015-04-13_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

April 13, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**

2. **Set Agenda**

3. **Approve Meeting Minutes** – March 16 & March 29, 2015

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports (7:30 p.m.)**
   - 5.1 President's Report – DK
     - 5.1.1 Request to move next month's meeting to May 18th and June's meeting to the 15th
   - 5.2 Treasurer's Reports – JM
     - 5.2.1 Budget Variance, Check & Deposit
     - 5.2.2 Lot 22-D (SG) – Woodruff request for waiving late fees
   - 5.3 Budget Committee Report – JM
   - 5.4 Collection Committee Report – JM
   - 5.5 Secretary's Report – AA
     - 5.5.1 April Newsletter
   - 5.6 Road and Weed Mgmt Committee Report – Robert W.
   - 5.7 Project Review Committee Report – GD
     - 5.7.1 Lot 28-A (NG) – Sandoval-Ojeda Residence – GD
     - 5.7.2 Lot 43-5 (NG) – Kozlik Educational self-sustainable homestead
     - 5.7.3 Lot 38-B (NG) – clarification re: Yaney house project – GD & AA
     - 5.7.4 Clarification: Types of projects historically reviewed by Board – DK & AA
     - 5.7.5 Lot 39-E (SG) – Kletter gate/arch – PR
   - 5.8 Communications Committee Report – Robert B.
   - 5.9 Website Committee Report – Ross
     - 5.9.1 Ticketing system update
   - 5.10 Governing Documents Committee Report – DK & CM

6. **UNFINISHED BUSINESS**
   - 6.1 Policies: Privacy, Conduct of Meeting – DK
   - 6.2 Fencing on Hercules easement/Kathleen Ramp inquiry – PR
   - 6.3 Lot 22-A (SG) – Complaint re: Dogs Barking/Firewood Processing Nuisance – Robert B.

7. **NEW BUSINESS**
   - 7.1 Inquiry re: Repurposing the PVRC soccer field – DK

8. **Closed Session (9:30 p.m.)**
   - 8.1 Discussion of lawsuits – Board

9. **Adjournment (10:00 p.m.)**

10. **Next Board Meeting: May 11, 2015 or TBD**

Glastonbury Landowners Association
Balance Sheet
As of March 31, 2015

	Mar 31, 15
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	2,321.08
003 · Savings Account	
004 · Savings Gen Operating Accnt	99,402.01
010 · Construction Bond Reserve C...	12,157.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	1,181.31
013 · NG Chip Seal Reserve Cash	276.63
014a · NG Road Reserve Cash	12,539.69
014b · SG Road Reserve Cash	22,281.17
015 · Lawsuit Reserve Cash	20,000.00
Total 003 · Savings Account	175,337.81
Total Checking/Savings	177,658.89
Accounts Receivable	
Accounts Receivable	250,151.44
Total Accounts Receivable	250,151.44
Other Current Assets	
Petty Cash	69.40
12000 · Undeposited Funds	577.74
Total Other Current Assets	647.14
Total Current Assets	428,457.47
Fixed Assets	
Furniture and Equipment	918.99
Total Fixed Assets	918.99
TOTAL ASSETS	**429,376.46**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	12,157.00
Payroll Liabilities	1,159.44
Total Other Current Liabilities	13,316.44
Total Current Liabilities	13,316.44
Long Term Liabilities	
Bank of the Rockies Loan	42,200.22
Total Long Term Liabilities	42,200.22
Total Liabilities	55,516.66
Equity	
Digitizing Fund	1,181.31
Emergency Loan Fund	7,500.00
Lawsuit Fund	20,000.00
NG Chip Seal Fund	276.63
NG Road Fund	12,539.69
Opening Balance Equity	22,222.35
Operating Fund Balance	208,611.58
SG Road Fund	22,281.17
Net Income	79,247.07
Total Equity	373,859.80
TOTAL LIABILITIES & EQUITY	**429,376.46**

Glastonbury Landowners Association
Profit & Loss
January through March 2015

		Jan - Mar 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.12 · Land Assessments 2012	1,135.02	
110.13 · Land Assessments 2013	234.00	
110.14 · Land Assessments 2014	1,372.90	
110.15 · Land Assessments 2015	40,061.95	
Total 110 · Land Assessments		42,803.87
120 · Dwelling Assessments		
120.12 · Dwelling Assessments 2012	1,002.44	
120.13 · Dwelling Assessments 2013	203.02	
120.14 · Dwelling Assessments 2014	1,237.18	
120.15 · Dwelling Assessments 2015	25,374.79	
Total 120 · Dwelling Assessments		27,817.43
150 · Golden Age Village Income		2,573.73
170 · Finance Ch Income- Past Due Ass		2,083.54
171 · 5% Penalty Income		-55.38
180 · 2009 Chip Seal Assessment		68.35
191 · Bad Debt		-4,169.94
Total 100 · Parcel Assessment Fees		71,121.60
200 · Project Impact Fees		
201 · Application Fees		60.00
210 · Structure Impact Fees		30.00
250 · Mileage Impact Fees		20.00
Total 200 · Project Impact Fees		110.00
400 · Other Gen Fund Income		
401 · Lien Fees Paid		56.62
450 · Donation Income		79.80
Total 400 · Other Gen Fund Income		136.42
Total Income		71,368.02
Gross Profit		71,368.02
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		161.50
1011 · Equipment Rental		670.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	1,020.00	
1016b · Wages Paid Sanding	327.50	
Total 1016 · Wages Paid Snow	1,347.50	
1016c · Wages Paid Sand Loading	40.00	
1016d · Wages Paid Snow Fence	210.00	
1018a · Payroll Software	8.00	
1019 · Workers' Compensation Insura...	914.75	
Total 1015 · Payroll Costs		2,520.25
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	740.00	
1025 · Fuel	429.93	
1026 · Wages Truck Maintenance	360.00	
Total 1020 · Equipment Costs		1,529.93
Total 1000 · Snow Removal		4,881.68
1030 · Road Maintenance		
1045 · Signs, Posts, Etc		154.08
1030 · Road Maintenance - Other		150.00

Glastonbury Landowners Association
Profit & Loss
January through March 2015

	Jan - Mar 15	
Total 1030 · Road Maintenance		304.08
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	72.26	
1220 · Sprinkler Maintenance	339.00	
Total 1200 · Parkland/Recreation Center		411.26
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	192.50	
Total 1310 · Legal Costs	192.50	
1312 · Document Production-Wages Paid	615.00	
Total 1300 · Litigation		807.50
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	2,743.00	
2010c · Mileage Reimbursement	39.87	
Total 2010 · Administrative Expense	2,782.87	
2017 · Legal Fees-General Advice	720.00	
2018 · Licenses & Annual Reporting	15.00	
2022 · Payroll Costs Office	0.01	
2023 · Payroll Taxes All	543.80	
2050 · Office Supplies		
2050a · Admin Office Supplies	473.25	
2050 · Office Supplies - Other	58.40	
Total 2050 · Office Supplies	531.65	
2052 · Postage & Shipping	512.36	
2055 · Printing & Copies	263.08	
2060 · Rent - Facilities	740.00	
2062 · Rent - PO Box & Safe Dep Box	60.00	
2066 · Software Costs		
2066a · Drop Box	9.99	
2066 · Software Costs - Other	104.96	
Total 2066 · Software Costs	114.95	
2070 · Taxes - Property	314.50	
2080 · Telephone & Messaging	44.85	
Total 2000 · Overhead/Admin Costs		6,643.07
Total Expense		13,047.59
Net Ordinary Income		58,320.43
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank		35.82
Total Other Income		35.82
Other Expense		
6000 · Interest Expense		933.96
Total Other Expense		933.96
Net Other Income		-898.14
Net Income		**57,422.29**

Glastonbury Landowners Association
Profit & Loss
January through March 2015

	Jan - Mar 15
Ordinary Income/Expense	
Income	
100 · Parcel Assessment Fees	
110 · Land Assessments	
110.12 · Land Assessments 2012	8.00
110.15 · Land Assessments 2015	47,641.31
Total 110 · Land Assessments	47,649.31
120 · Dwelling Assessments	
120.15 · Dwelling Assessments 2015	30,150.20
Total 120 · Dwelling Assessments	30,150.20
150 · Golden Age Village Income	2,573.73
170 · Finance Ch Income- Past Due Ass	21,844.34
171 · 5% Penalty Income	-7,513.91
180 · 2009 Chip Seal Assessment	-28.68
191 · Bad Debt	-4,169.94
Total 100 · Parcel Assessment Fees	90,505.05
200 · Project Impact Fees	
201 · Application Fees	60.00
210 · Structure Impact Fees	30.00
250 · Mileage Impact Fees	20.00
Total 200 · Project Impact Fees	110.00
400 · Other Gen Fund Income	
450 · Donation Income	79.80
Total 400 · Other Gen Fund Income	79.80
Total Income	90,694.85
Gross Profit	90,694.85
Expense	
1000 · Snow Removal	
1010 · Contracted Snow Removal	161.50
1011 · Equipment Rental	350.00
1015 · Payroll Costs	
1016 · Wages Paid Snow	
1016a · Wages Paid Plowing	1,020.00
1016b · Wages Paid Sanding	327.50
Total 1016 · Wages Paid Snow	1,347.50
1016c · Wages Paid Sand Loading	40.00
1016d · Wages Paid Snow Fence	210.00
1018a · Payroll Software	8.00
1019 · Workers' Compensation Insura...	504.18
Total 1015 · Payroll Costs	2,109.68
1020 · Equipment Costs	
1021 · Truck Registration & Insurance	740.00
1025 · Fuel	110.08
1026 · Wages Truck Maintenance	360.00
Total 1020 · Equipment Costs	1,210.08
Total 1000 · Snow Removal	3,831.26
1030 · Road Maintenance	
1045 · Signs, Posts, Etc	154.08
1030 · Road Maintenance - Other	150.00
Total 1030 · Road Maintenance	304.08
1200 · Parkland/Recreation Center	
1210 · Utilities for Rec Center	48.23
Total 1200 · Parkland/Recreation Center	48.23

Glastonbury Landowners Association
Profit & Loss
January through March 2015

	Jan - Mar 15	
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	192.50	
Total 1310 · Legal Costs		192.50
1312 · Document Production-Wages Paid		615.00
Total 1300 · Litigation		807.50
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	2,743.00	
2010c · Mileage Reimbursement	39.87	
Total 2010 · Administrative Expense		2,782.87
2018 · Licenses & Annual Reporting		15.00
2022 · Payroll Costs Office		0.01
2023 · Payroll Taxes All		543.80
2050 · Office Supplies		
2050a · Admin Office Supplies	473.25	
2050 · Office Supplies - Other	58.40	
Total 2050 · Office Supplies		531.65
2052 · Postage & Shipping		512.36
2055 · Printing & Copies		263.08
2060 · Rent - Facilities		690.00
2062 · Rent - PO Box & Safe Dep Box		60.00
2066 · Software Costs		
2066a · Drop Box	9.99	
2066 · Software Costs - Other	104.96	
Total 2066 · Software Costs		114.95
2080 · Telephone & Messaging		44.85
Total 2000 · Overhead/Admin Costs		5,558.57
Total Expense		10,549.64
Net Ordinary Income		80,145.21
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank		35.82
Total Other Income		35.82
Other Expense		
6000 · Interest Expense		933.96
Total Other Expense		933.96
Net Other Income		-898.14
Net Income		79,247.07

2015-05-06_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting Minutes – *Final*

May 6, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The special meeting was called to order by Dan at 7:10 p.m. via conference call service.

   PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Alyssa Allen (Secretary), Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi, Rudy Parker, and Paul Ranttalo.
   Absent: Janice McCann (Treasurer), Robert Branson (aka Robert B.), Jim Kozlik, Kevin Newby, and Robert Wallace (aka Robert W.)
   Landowners: Sally Muto, and Ia Williams.

2. **Officer and Committee Reports**
   2.1 Project Review Committee Report – GD
   2.1.1 Lot 34-A1 (SG) Holmstrom Garage Application
   Gerald presented the application and confirmed that the setbacks had been met. **Motion**: Gerald motioned and Ross seconded to approve the Holmstrom garage application with the conditions that disturbed land be reseeded and the necessary permits be obtained. **Motion carried** (1 abstention – Ed). Dan clarified that the lot was 34-A3 rather than 34-A1 and this needs to be corrected on the application.

   2.1.2 Lot 5-D (NG) Mizzi Greenhouse Application
   Gerald presented the application and confirmed that the setbacks had been met. There would be no electricity or plumbing installed, and no excavation. **Motion**: Paul motioned and Rudy seconded to approve the Mizzi greenhouse application. **Motion carried** (1 abstention – Charlotte).

3. **Comment Period for Visiting Landowners** – no comments.

4. **Adjournment**
   Dan adjourned the meeting at 7:18 p.m.

5. **Next Board Meeting: May 18, 2015, 7:00 p.m. at St. John's Church**

GLA 03469

2015-05-06_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Special Meeting Agenda

May 6, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order**

2. **Officer and Committee Reports**
   - 2.1 Project Review Committee Report – GD
     - 2.1.1 Lot 34-A1 (SG) Holmstrom Garage Application
     - 2.1.2 Lot 5-D (NG) Mizzi Greenhouse Application

3. **Comment Period for Visiting Landowners –** (Limited to 3 minutes per owner)

4. **Adjournment**

2015-05-18_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

May 18, 2015

CONFIDENTIAL – DO NOT COPY

1. Call to Order

The meeting was called to order by Dan Kehoe at 7:05 p.m. at St. John's Church.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President, arrived at 9:40 via phone), Janice McCann (Treasurer, arrived at 7:45 p.m.), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi, Kevin Newby, Rudy Parker, Paul Ranttalo, Robert Wallace (aka Robert W.).
Also attending: Karleen McSherry (Administrative Assistant)
Landowners: Edward Anderson, Miriam Barker, Debbie Blais, Tim Brockett, Phillip & Ann Marie Covington, Debbie DeGraaf, Jose Gonzalez, Jennie Hayward, Leo & Dorothy Keeler, Damiaan & Clazina Kletter, Jerry Ladewig, Donna Lash-Andersen, Constance Macdonald, Chuck & Sally Muto, Dan & Valery O'Connell, Clare Parker, Pedro Pinardo, Chuck Tanner, Joe Trosclair, Ia Willliams, Ronald Wartman, Regina Wunsch.

2. Set Agenda

3. Approve Meeting Minutes – April 13 & May 6, 2015

Valery O'Connell asked for a copy of the draft meeting minutes to be given to the landowners and Alyssa explained that the attorney has advised not to give out minutes until the board has reviewed and approved them. **Motion:** Charlotte motioned and Rudy seconded to approve the April 13, 2015 meeting minutes. **Motion carried** (1 abstention – Robert B.). **Motion:** Rudy motioned and Paul seconded to approve the May 6, 2015 phone meeting minutes as written. **Motion carried** (2 Abstentions – Robert B. & Charlotte).

4. Visiting Landowner Input Period

Clare Parker announced that landowners from lower SG were in attendance to ask the board to call a special meeting to vote on the maintenance of Dry Creek Rd (DCR) and that a petition was circulating. Clare later withdrew her request after hearing the Road Committee report. Discussion involved various opinions being expressed regarding the maintenance of DCR, including those who don't want GLA money to be used to fix a county road, those that do, and some who want both parties to take responsibility for it; the idea that there is dual liability if dual maintenance; that County Commissioners are open to working with the GLA; a suggestion to hold a meeting and vote of landowners to put money in the kitty for DCR repair. Robert W. asked that this discussion wait until he gives the Road & Weed Committee and Road Management reports. There was a question about where the Road Policy stands in relation to the Bylaws and Covenants as well as concern regarding the status of existing committees, their purpose, nature and composition. Dan replied that this would be covered in the Governing Documents Committee report.

5. Officer and Committee Reports

5.1 President's Report – DK

5.1.1 Conduct of Meeting Policy

Motion: Robert B. motioned and Robert W. seconded to accept the Conduct of Meeting Policy draft three as written. **Motion carried unanimously.**

5.1.2 Privacy Policy

Motion: Rudy motioned and Charlotte seconded to approve the Privacy Policy as written. **Motion carried unanimously.**

5.1.3 Criteria for closed meeting topics

Dan reported that the Board wrote criteria for closed meeting topics, based on Colorado law, which the attorney has overseen and approved. The criteria will be sent to the membership for comments. **Motion:** Rudy motioned and Paul seconded

GLA 03473

to send the draft closed meeting criteria to landowners for their input. **Motion carried unanimously.**

5.1.4 Conflict of Interest Policy

Last month Sally Muto sent the board a sample Conflict of Interest Policy that the board adapted for its use. **Motion:** Robert B. motioned and Rudy seconded to send the draft Conflict of Interest policy to landowners for their input for the 30-day period. Dan suggested the board would vote on it in July. **Motion carried unanimously.**

5.1.5 Jim Kozlik's resignation / NG board opening

Dan reported that Jim Kozlik had resigned and that a postcard would be sent out to North Glastonbury residents to announce the opening and seek candidates in order to fill the position at the June meeting.

Action Item: ***Karleen – send post card announcement to NG residents.***

5.2 Secretary's Report – AA

Alyssa reported that Karleen's training has been progressing well and that a lot of work had been done because a lot had come up to be handled.

5.3 Treasurer's Reports – JM

5.3.1 Budget Variance, Check & Deposit – JM

Janice reported that she moved money into funds as discussed at the last meeting including making an extra payment of $6,500 on the road loan principle. She was unable to finish all of the Treasurer's reports before the meeting and indicated she would e-mail them to the board for a vote at the next meeting.

5.4 Collection Committee Report – JM

Janice reported that the committee didn't meet last month. They are planning to have a meeting on May 26 at Spectec at 7:00 p.m.

5.5 Road and Weed / Mgmt Committee Report – RW

Robert W. reported that the Road Committee met on April 20th at Paul Ranttalo's house with Robert W. Ed, Charlotte, Ia Williams, Donna Lash-Anderson and Clare Parker in attendance. He announced that spring grading had started.

5.5.1 Arcturus Drive Upgrade

Robert W. reported that Arcturus Dr. seemed to be worse than it ever has been and the Road Committee was considering putting down a mile of magnesium chloride. They had a bid for $5,600. He spoke with Parks Frady who recommended waiting until dry weather to do the work because the rain would wash it away. Discussion included the pros and cons of mag chloride to suppress dust and reduce washboarding; the need to build up the substrata of the road for it to be effective; the possibility of extending the effectiveness of the treatment by using a water truck so conditions would be not too dry or too wet; questions regarding whether the quoted price included only the mag chloride and not the road prep; the cost of upkeep for a road with mag chloride which might be two and a half times as expensive; and the need to consider what money would be left for the remainder of the roads, especially the impact on the rest of South Glastonbury. Robert W. agreed to get prices and said that typically road prep is done anyway and therefore already part of the maintenance budget. Robert B. suggested the Road Committee engage in long range planning in order to move away from the mode of making decisions based on emergencies. Robert W. announced the next meeting of the Road Committee on June 1 and a major topic of discussion would be to see if everyone on Arcturus would agree to a special assessment to do the mag chloride treatment.

GLA 03474

5.5.2 Park County Response to our March Letter

Robert W. reported that a number of board members, accompanied by some SG residents, walked Dry Creek Road (DCR) in March to assess the damage to the pavement, assembled a report of their findings which was included in a letter that was written and sent to Park County, and to which the association received a timely response from Parks Frady. The County's reply was that they have a small budget and therefore limited resources to maintain all county roads. Robert W. and Kevin met with Parks Frady the previous week. Kevin reported that Mr. Frady sets the budget and decides what gets worked on. Since receiving the GLA's letter they had fixed the potholes. As to their commitment to DCR, they expressed understanding that it's a county road and their responsibility to maintain it. This spring they looked at a number of Class 2 roads in the county (of which DCR is one) and, based on need, had determined that four roads were ahead of DCR. They intended to fix five roads this year and DCR was the last on their list. With money left over from FYE 2015 (June) and funds from this coming year they planned to crack seal DCR in Aug. They didn't know if they'd have enough money this year to chip seal but if not, DCR would be the first one they would do next year. Robert W. noted that this response was a complete turn around from last year when the county wouldn't commit to doing anything. Kevin further reported that the county missed a pothole, which they intend to fix; that two culverts were plugged and they have agreed to clean them out; that signs were down and they would put them back up; that to deal with water on the blind curve they would bring in an engineer to assess the best solution whether it might be to dig a big hole and fill it with rocks to capture the runoff or to cut the hill back; and that the county believes the repairs they are going to do this year and/or next will last seven to ten years. Robert W. suggested that it would be a good idea to consider starting an RSID next year. Ia Williams reported walking 1.5 miles of NG paved roads and making note of failed crack sealing. She brought samples of broken pavement and announced her conclusion that NG has 4.5 miles of GLA roads in bad condition. Regarding the failed crack sealing, Robert W. had already spoken with the contractor who has agreed to come out to assess the work. Discussion included looking at the difference between the DCR substrate that most likely consists of gravel and rocks that provide a solid base for the asphalt above vs. the compact-filled base most likely used in NG roads that allows ice to form under the asphalt and which lends itself to more cracking. Robert W. acknowledged that the GLA was able to pave the NG roads for half price but the job was not as well done as DCR. The question arose as to whether an RSID could be done for private roads or if those roads would then automatically become county roads.

Action Item: ***Robert W. to check to see if having an RSID turns private roads into county roads.***

5.5.3 Road Policy

Robert W. reported that during the Road Committee meeting Tim Brockett had suggested that High South residents contribute funds for the repair and maintenance of upper Hercules and Sagittarius Skyway to match funds allocated for that work by the GLA. Tim Brockett announced that he had received $2,000 in pledges at that point but the amount could reach $4,000-$5,000 if the board would be willing to spend that amount. Robert W. commented that $2,000 might be doable but not more. Dan cautioned that the program would have to work with the planned budget, that maybe next year the Committee could line out the road budget, publish it and let people know they could match funds that were being allocated. Robert W. clarified that the matching funds were not only to cover

gravel but also manpower. **Motion**: Robert W. motioned and Gerald seconded for the Board to give the Road Committee leeway to accept matching funds insofar as it would work with the current budget and maintenance plan and that anything extraordinary would come back to the board. Discussion included questions of whether this would set a precedent and how the budget would be allocated; the idea that if the maintenance is in the plan it would be in the organization's interest to throw down more gravel; the suggestion that this would go against the Road Policy; clarification that the Covenants say the GLA must maintain all roads; and the idea that road districts could be formed. Val O'Connell asserted that this is against state law. Robert W. said we will have to check with our attorney. **Motion retracted.**

Regarding the guardrail in NG, Kevin agreed to talk with the insurance company and to get the pertinent information from Ross regarding the people involved in the accidents.

Action Item: ***Kevin – get information regarding NG accidents from Ross.***

5.6 Project Review Committee Report – GD

5.6.1 SG 95-R – Gordon/Barrett Garden Shed

Gerald reported that he visited the site and the setbacks had been met.
Motion: Gerald moved and Kevin seconded to approve the Gordon/Barrett Garden Shed with the conditions that the necessary permits are obtained and the land is reseeded upon completion. **Motion carried unanimously.**

5.6.2 SG 32E-1 – Rolfe Residence/Well/Septic/Driveway

Gerald reported that the setbacks had been met and everything was in order.
Motion: Gerald moved and Kevin seconded to approve the Rolfe Residence/Well/Septic/Driveway with the conditions that the necessary county/state permits are obtained and the land is reseeded upon completion.
Motion carried (1 abstention – Janice).

5.7 Communications Committee Report – Robert B.

Robert B. reported that the committee met on April 23, 2015 via phone conference, and he addressed Ia Williams concerns regarding landowner notification of the meeting. Dan clarified that the meeting date and time were posted on the website, were accidentally erased and then put back up. Ia Williams also commented upon a letter previously sent to the board by the Glastonbury Landowners for Positive Change (GLFPC). Robert B. addressed the fact that they seem to approach issues with suspicion rather than an assumption of good will; that communication has been steadily and consistently improving; that a charter for the committee was being worked on; that it has taken him a year to learn how the board functions and the need for developing a method of bringing new board members up to speed more quickly; and that there is no board and landowners but just us, a group of landowners with a representative form of government.
Discussion ensued regarding landowner desire for the board to make everything transparent and communicate everything to everyone; and to produce and distribute to landowners committee and board meeting minutes in a timely manner rather than having landowners rely on minutes taken by members of the GLFPC who attend the various meetings. Dan explained that in order to have meeting minutes available sooner, the board would have to meet more frequently to approve them. Landowners suggested approving the minutes by e-mail, questioned the legality of approving minutes by e-mail rather than in an open meeting and why they have to be approved before letting the landowners see them. The idea of putting the minutes on the website was raised and Dan explained that we'd have to have a password system to keep these private within the GLA family of landowners. He suggested the board would take this issue into further consideration and address it more fully at the June meeting.

5.8 Technology Committee Report – Ross – Tabled.

5.8.1 Timeframe for implementing Landowner E-mail Opt-In

Tabled also until the June meeting.

5.9 Governing Documents Committee Report – DK / CM

Dan reported that the Governing Documents Committee met at 7:00 p.m. on April 22nd at Spectec. Present at that meeting were co-chairs Dan and Charlotte as well as Donna Lash-Andersen, Sally Muto, Linda Ulrich, Ia Williams and Regina Wunsch. The committee revised a draft change to Section 11.06 following input from the board regarding the interest rate charged if an assessment remains unpaid for thirty day. The proposed rate would be set by the Prime Rate as posted in the Wall Street Journal plus 3% per year simple interest. The committee also reviewed the Covenants, Section 3, for clarifications to the Definitions. The suggestions are to delete 3.11 "development" and replace it in three areas (6.3, 7.3, and 9.06) with "community."

Dan reported that the committee also met on May 13th at 7:00 p.m. at Spectec. Present at that meeting were co-chairs Dan and Charlotte, Alyssa, Donna Lash-Andersen, Jerry Ladewig, Sally Muto, Linda Ulrich, Ia Williams and Regina Wunsch. The committee reviewed the online comments on the proposed new Committees section to replace the Bylaws Article VI 1. Committees. The Committee section was edited to clarify the difference between the kinds of committees and to reflect the language of Montana law. The committee also edited Article VI, sections E regarding BoD Vacancies (to be able to fill a vacancy at a regular Board meeting), F and P, as well as Article H, all to remove confusion regarding the reason for special meetings, which are held for one purpose vs. regular meetings in which all areas are covered and discussed.

Dan explained the committee's desire to edit as much as possible as soon as possible, preferably by July, so the board can review and approve the changes in a timely manner so the draft can be sent to landowners for comment and the final version can be reviewed in a special meeting before the November vote. Dan also noted that the change to the interest rate is to be fast-tracked and during the next committee meeting, May 27th at 7:00 p.m. at Spectec, a timeframe to propose it to the board will be decided upon.

Action Item: ***Dan will post suggested changes to Google Docs for the Board to review. E-mail Dan with thoughts so the committee can address them on the 27th.***

5.10 Community Property Committee Report – CM – Tabled.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

8. Closed Session

8.1 Discussion of lawsuits – Board

9. Adjournment

Dan adjourned the meeting at 10:55 p.m.

10. Next Board Meeting: June 15, 2015

2015-05-18_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

May 18, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**

2. **Set Agenda**

3. **Approve Meeting Minutes** – April 13 & May 6, 2015

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK
     - 5.1.1 Conduct of Meeting Policy
     - 5.1.2 Privacy Policy
     - 5.1.3 Criteria for closed meeting topics
     - 5.1.4 Conflict of Interest Policy
     - 5.1.5 Jim Kozlik's resignation / NG board opening
   - 5.2 Secretary's Report – AA
   - 5.3 Treasurer's Reports – JM
     - 5.3.1 Budget Variance, Check & Deposit
   - 5.4 Collection Committee Report – JM
   - 5.5 Road and Weed / Mgmt Committee Report – RW
     - 5.5.1 Arcturus Drive Upgrade
     - 5.5.2 Park County Response to our March Letter
     - 5.5.3 Road Policy
     - 5.5.4 SG Matching Funds Proposal
   - 5.6 Project Review Committee Report – GD
     - 5.6.1 SG 95-R – Gordon/Barrett Garden Shed
     - 5.6.2 SG 32E-1 – Rolfe Residence/Well/Septic/Driveway
   - 5.7 Communications Committee Report – Robert B.
   - 5.8 Technology Committee Report – Ross
     - 5.8.1 Timeframe for implementing Landowner E-mail Opt-In
   - 5.9 Governing Documents Committee Report – DK / CM
   - 5.10 Community Property Committee Report – CM

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

8. **Closed Session (9:30 p.m.)**
   - 8.1 Discussion of lawsuits – Board

9. **Adjournment (10:00 p.m.)**

10. **Next Board Meeting: June 15, 2015**

Glastonbury Landowners Association
Balance Sheet
As of April 30, 2015

	Apr 30, 15
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	1,671.86
003 · Savings Account	
004 · Savings Gen Operating Accnt	83,971.33
010 · Construction Bond Reserve C...	11,907.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	2,181.31
013 · NG Chip Seal Reserve Cash	276.63
014a · NG Road Reserve Cash	12,539.69
014b · SG Road Reserve Cash	21,181.17
015 · Lawsuit Reserve Cash	30,000.00
003 · Savings Account - Other	14.63
Total 003 · Savings Account	169,571.76
Total Checking/Savings	171,243.62
Accounts Receivable	
Accounts Receivable	267,482.01
Total Accounts Receivable	267,482.01
Other Current Assets	
Petty Cash	115.21
Total Other Current Assets	115.21
Total Current Assets	438,840.84
Fixed Assets	
Furniture and Equipment	918.99
Total Fixed Assets	918.99
TOTAL ASSETS	**439,759.83**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Construction Bonds Held by GLA	11,907.00
Payroll Liabilities	441.84
Total Other Current Liabilities	12,348.84
Total Current Liabilities	12,348.84
Long Term Liabilities	
Bank of the Rockies Loan	42,200.22
Total Long Term Liabilities	42,200.22
Total Liabilities	54,549.06
Equity	
Digitizing Fund	2,181.31
Emergency Loan Fund	7,500.00
Lawsuit Fund	30,000.00
NG Chip Seal Fund	276.63
NG Road Fund	12,539.69
Opening Balance Equity	22,222.35
Operating Fund Balance	187,611.58
SG Road Fund	21,181.17
Net Income	101,698.04
Total Equity	385,210.77
TOTAL LIABILITIES & EQUITY	**439,759.83**

Glastonbury Landowners Association
Profit & Loss
April 2015

		Apr 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.14 · Land Assessments 2014	49.28	
110.15 · Land Assessments 2015	4,094.90	
Total 110 · Land Assessments		4,144.18
120 · Dwelling Assessments		
120.14 · Dwelling Assessments 2014	49.29	
120.15 · Dwelling Assessments 2015	3,202.67	
Total 120 · Dwelling Assessments		3,251.96
170 · Finance Ch Income- Past Due Ass		33.09
180 · 2009 Chip Seal Assessment		-68.35
Total 100 · Parcel Assessment Fees		7,360.88
200 · Project Impact Fees		
201 · Application Fees		25.00
210 · Structure Impact Fees		377.50
215 · Well/Septic Impact Fees		150.00
220 · Road/Driveway Impact Fees		75.00
250 · Mileage Impact Fees		80.00
Total 200 · Project Impact Fees		707.50
Total Income		8,068.38
Gross Profit		8,068.38
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		187.50
1011 · Equipment Rental		100.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	135.00	
1016b · Wages Paid Sanding	30.00	
Total 1016 · Wages Paid Snow	165.00	
Total 1015 · Payroll Costs		165.00
1020 · Equipment Costs		
1026 · Wages Truck Maintenance	30.00	
Total 1020 · Equipment Costs		30.00
Total 1000 · Snow Removal		482.50
1030 · Road Maintenance		
1035-A · Grading & Gravel NG		
1035d · Caspari Way East	150.00	
Total 1035-A · Grading & Gravel NG	150.00	
Total 1030 · Road Maintenance		150.00
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	24.03	
Total 1200 · Parkland/Recreation Center		24.03
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	825.50	
2010c · Mileage Reimbursement	31.03	
Total 2010 · Administrative Expense	856.53	
2023 · Payroll Taxes All	86.61	
2050 · Office Supplies		

Glastonbury Landowners Association
Profit & Loss
April 2015

	Apr 15
2050a · Admin Office Supplies	174.15
Total 2050 · Office Supplies	174.15
2052 · Postage & Shipping	271.47
2060 · Rent - Facilities	50.00
2066 · Software Costs	13.99
2080 · Telephone & Messaging	29.90
2095 · Internet	19.05
Total 2000 · Overhead/Admin Costs	1,501.70
Total Expense	2,158.23
Net Ordinary Income	5,910.15
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	14.63
Total Other Income	14.63
Net Other Income	14.63
Net Income	5,924.78

Glastonbury Landowners Association
Profit & Loss
April 2015

		Apr 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.15 · Land Assessments 2015	12,342.26	
Total 110 · Land Assessments		12,342.26
120 · Dwelling Assessments		
120.15 · Dwelling Assessments 2015	8,718.36	
Total 120 · Dwelling Assessments		8,718.36
150 · Golden Age Village Income		2,573.73
170 · Finance Ch Income- Past Due Ass		38.70
180 · 2009 Chip Seal Assessment		-68.35
Total 100 · Parcel Assessment Fees		23,604.70
200 · Project Impact Fees		
201 · Application Fees		25.00
210 · Structure Impact Fees		377.50
215 · Well/Septic Impact Fees		150.00
220 · Road/Driveway Impact Fees		75.00
250 · Mileage Impact Fees		80.00
Total 200 · Project Impact Fees		707.50
490 · Returned Check Charges		5.00
Total Income		24,317.20
Gross Profit		24,317.20
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		187.50
1011 · Equipment Rental		100.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	135.00	
1016b · Wages Paid Sanding	30.00	
Total 1016 · Wages Paid Snow	165.00	
1019 · Workers' Compensation Insura...	80.08	
Total 1015 · Payroll Costs		245.08
1020 · Equipment Costs		
1026 · Wages Truck Maintenance	30.00	
Total 1020 · Equipment Costs		30.00
Total 1000 · Snow Removal		562.58
1030 · Road Maintenance		
1035-A · Grading & Gravel NG		
1035d · Caspari Way East	150.00	
Total 1035-A · Grading & Gravel NG		150.00
Total 1030 · Road Maintenance		150.00
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		24.03
Total 1200 · Parkland/Recreation Center		24.03
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	825.50	
2010c · Mileage Reimbursement	31.03	
Total 2010 · Administrative Expense		856.53
2023 · Payroll Taxes All		86.61

Glastonbury Landowners Association
Profit & Loss
April 2015

	Apr 15
2050 · Office Supplies	
2050a · Admin Office Supplies	174.15
Total 2050 · Office Supplies	174.15
2052 · Postage & Shipping	271.47
2060 · Rent - Facilities	50.00
2066 · Software Costs	13.99
2080 · Telephone & Messaging	29.90
2095 · Internet	19.05
Total 2000 · Overhead/Admin Costs	1,501.70
Total Expense	2,238.31
Net Ordinary Income	22,078.89
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	14.63
Total Other Income	14.63
Net Other Income	14.63
Net Income	**22,093.52**

2015-05-27_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting Minutes - *Final*

May 27, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
The special meeting was called to order by Dan at 7:04 p.m. via conference call service.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi (left at 7:48 p.m.), Kevin Newby, Rudy Parker, Paul Ranttalo, Robert Wallace (aka Robert W.)
Absent: Janice McCann (Treasurer)
Also attending: Karleen McSherry (Administrative Assistant)
Landowners: Donna Lash-Andersen, Neil Kremer, Clare Parker

2. **Officer and Committee Reports**

2.1 Project Review Committee Report – GD

2.1.1 Lot 21-E1 (SG) Mullin House/Well/Driveway/Septic Application

Gerald presented the application noting that Mike Mullin does not yet own the property; is seeking approval of the site plan containing not only the house but also a proposed garage, barn and shed, and that all setbacks had been met. **Motion:** Gerald motioned and Rudy seconded that the proposed residence, well, driveway and drainfield for Lot 21-E SG be approved along with the site plan for a garage, barn and shop with the contingency that Mike Mullin becomes the new owner of Lot 21-E-SG, and that the following conditions be met: 1) before construction of the garage, barn or shop, complete details showing elevation and plan views of the structures be provided to the GLA for preliminary approval; 2) all necessary permits be obtained including the sanitary drain & reserve fields by the County Sanitarian; 3) all disturbed land be reseeded. **Motion carried unanimously.** Discussion included the location of the well 21 ft. off the boundary, which is less than the recommended 50 ft. but greater than the DEQ requirement of 10 ft., and the sanitarian's report for the adjacent property that lists their drainfield at 300+ ft. away from the nearest border.

2.2 Road Mgmt Committee Report – RW/PR

2.2.1 Matching Funds Proposal

Robert W. continued his explanation begun at the May 18th board meeting that Tim Brockett had came forward at a road committee meeting with a proposal to have High South residents contribute matching funds to improve the gravel and grading of upper Hercules and Sagittarius Skyway, and that Tim had collected pledges totaling $2,000 for the work. Robert W. further explained that typically over the last several years money had been put toward fixing and maintaining lower tier roads; 4th and 5th tier were worked on only if they really needed it. Robert W. said he liked the idea of matching funds because it would allow for a greater bang for the GLA's buck. Having received questions via e-mail from various board members regarding this proposal, Robert W. answered those questions and presented his perspective of the issues including: the budget of $15,500 for each of North & South Glastonbury for fall and spring grading; Norm (the grader), Paul and Robert W. assess the roads and decide which ones need the most attention; most of the funds go to lower tier roads; upper tier roads are only worked on if there's been damage such as rain, which is the case this spring so they have $500 planned to fix potholes on Upper Hercules; if the board were to choose to accept Tim's proposal, the $2,000 in GLA matching funds would have to come from the SG Road Fund, not from the general budget; the idea of announcing this in the newsletter for other constituencies to also apply for matching funds; and that a

precedence was already set in past years. Discussion, questions and debate ensued focusing on how such a program might work; where the funds would come from; how matching funds would be allocated - not only for more gravel but also for labor; setting a cap on the amount the GLA would match; using board discretion regarding when to offer this option based on financial ability; providing an equitable process for all constituents in their various road clusters to participate in a matching funds program; coming up with an impartial formula for deciding what areas are chosen for maintenance and upgrade, preferably not based solely on who throws money at the project; structuring the program around the greatest need for road repair and then offering the residents an opportunity to add funds; the need to engage in a discussion about what constitutes an appropriate amount of money for a reserve fund. It was agreed that a vote on the issue was premature and that Robert W. and the Road Committee would flesh out the proposal and bring it to the board at a future meeting.
Ed asked the board to discuss the idea of charging SpecTec one assessment for every four employees. Dan suggested this subject be put on the next board meeting agenda and that it be looked at according to the Covenants or ByLaws.

3. **Comment Period for Visiting Landowners**
   Clare Parker expressed satisfaction with the board's openness and transparency during this meeting along with the decisions made to look into this proposal from all angles.

4. **Adjournment**
   Dan adjourned the meeting at 8:13 p.m.

5. **Next Board Meeting: June 15, 2015, 7:00 p.m. at St. John's Church**

2015-05-27_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Special Meeting Agenda

May 27, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order**

2. **Officer and Committee Reports**
   - 2.1 Project Review Committee Report – GD
     - 2.1.1 Lot 21-E1 (SG) Mullin House/Well/Driveway/Septic Application
   - 2.2 Road Mgmt Committee Report – RW/PR
     - 2.2.1 Matching Funds Proposal

3. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

4. **Adjournment**

2015-06-15_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

June 15, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
The meeting was called to order by Dan Kehoe at 7:06 p.m. at St. John's Church.

PRESENT: Dan Kehoe (President) Ross Brunson (Vice President via phone until 7:15), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi, Kevin Newby, Rudy Parker, Paul Ranttalo, Robert Wallace (aka Robert W.).
Also attending: Karleen McSherry (Administrative Assistant)
Landowners: Miriam Barker, Tom Barry, Debbie Blais, Claudette Dirkers, Debbie & Ken DeGraaf, Michael Laverty, Charlene Murphy, Daniel & Valery O'Connell, Clare Parker, Bob & Kristi Sones, Elena Torphy, Ia Williams, Regina Wunsch.

2. **Commence Special Meeting**
Dan reviewed the North Glastonbury board vacancy that was created when Jim Kozlik resigned. Prior to the meeting, Pouwel Gelderloos submitted a letter of intent to be considered for the position along with apologies for being unable to attend the meeting due to a trip away. Daniel O'Connell had nominated his wife, Valery, for the position. Valery was asked if she accepted the nomination and she assented. The board voted by written ballot (plus one texted submission) and the results were counted by Karleen and Alyssa, who announced that Pouwel Gelderloos had been elected by unanimous vote.
The Special Meeting was adjourned at 7:13 p.m.

3. **Commence Regular Monthly Board Meeting**
The meeting was called to order by Dan Kehoe at 7:13 p.m. at St. John's Church.

4. **Set Agenda**

5. **Approve Meeting Minutes – May 18 & May 27, 2015**
Motion: Kevin motioned and Charlotte seconded to accept the May 18, 2015 meeting minutes as written. **Motion carried unanimously. Motion:** Paul motioned and Gerald seconded to accept the May 27, 2015 meeting minutes. During the discussion Rudy noted that he attended the meeting and the minutes did not reflect him as being present. The motion was amended to accept the meeting minutes of May 27, 2015 with the correction of Rudy being added to the list of those present. **Motion carried.** (3 Abstentions – Charlotte, Janice and Kevin).

6. **Visiting Landowner Input Period**
Daniel O'Connell asserted that the Bylaws indicate that the landowners have an input period at the end of the meeting and this is important so they can comment on what they've heard during the meeting; Dan Kehoe replied that having the input session at the beginning has been approved by the attorney as being in accordance with the Bylaws and was adopted years ago due to landowners not wanting to wait to comment until the late hour that many meetings last. In response to learning of the potential resignation of Janice from the board due to selling her property, Debbie DeGraaf suggested the GLA hire an accountant or bookkeeper to do the books and make it easier to stay on top of collections. Charlene Murphy offered clarification regarding dealing with title companies to collect on liens. Other discussion included the assertion by a new landowner that there was nothing said by her title company about back dues owing on her property; the issue of the GLA not knowing about transfers of property unless a landowner informs the Treasurer of the sale; the issue of title companies not giving full information about the property including the plat map with sanitarian markings; Bob Sones received clarification regarding how a GLA employee's driving behavior was not influenced by her being on GLA business; the desire by landowners to allow them to volunteer led to a short discussion of a realistic way to solve the issue, not by creating another job for supervising volunteers but of building on the current system of using committee chairs

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to supervise them and the Secretary to co-ordinate for office work; the idea of needing a list of jobs that may be done by volunteers; the suggestion that landowners be given the job of updating policies; Ia Williams asked about when Alyssa will no longer be the secretary and Dan said that Alyssa wants to move on but the board is not yet ready for this; and clarification was given regarding Alyssa and Karleen's roles.
Action Item: ***Alyssa – create a list of jobs that may be done by volunteers.***

7. Officer and Committee Reports

7.1 President's Report – DK

7.1.1 Procedure for creating policy flow chart

Dan explained that the issue of how policy is created and finalized had come up within the board, he had outlined the procedure and it was put into a flowchart for clarity. Discussion involved changing the wording in some of the boxes to fully express each step. The question was raised about where fact-finding is in the procedure and the clarification that fact-finding relates to enforcement not creation. The board tabled a vote until receiving a clean amended copy.

7.1.2 Posting of committee meeting minutes for landowner review - Tabled

7.1.3 Janice's resignation and need for a Treasurer/Bookkeeper

Dan announced that although Janice has not yet formally resigned, it is on the horizon. Janice reported that she has interviewed a bookkeeper, Catherine (Cat) Moody, who was recommended by Debbie DeGraaf, and that once the system is set up it may only take her about three hours a month at $85/hour to enter income and expenses, do payroll and file taxes. Year-end taxes will require more hours. Since the GLA has a lot of accounts and tasks like journal entries for the different funds, the three hours may be an underestimate. It was suggested that Janice show Cat the complexity to get an accurate estimate of the time and expense involved. All other financial work such as collections, sending out statements, receiving the checks that come in and liaising with the bookkeeper would be the responsibility of the Treasurer. It was suggested that Rudy might be nominated at the appropriate time to be the Treasurer due to previous work in another organization and Janice asked him to consider if he has the time, often during the day, to do the job. Discussion included whether $85/hr is too steep a cost for the work; the idea that the current board does not want to pass on to the next board books that still need correcting; Regina Wunsch's suggestion that it is better to do the work correctly up front than to pay someone more to fix it afterwards; the question of whether we'd have to enter into a year's contract; clarification that Cat runs her own business with a receptionist but that she does all the accounting work herself; and Regina Wunsch's willingness to work with a professional to continue to get the books in order.

7.2 Secretary's Report – AA

Alyssa noted that during the previous board meeting someone took many months of meeting minutes from the landowner binders and asked that they return them so we don't have to spend the time and money to reprint them.

7.2.1 Newsletter and other components for June/July mailing

Alyssa reported upon suggested articles for the upcoming newsletter: Dry Creek Road update; RSID vs. Special Assessment; spring grading and speeding; board resignations – Jim Kozlik's in May and Janice McCann's in July; proposed changes to Covenants Section 11; and three policies that will be attached. Discussion included the possibility of an article regarding the Communication

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Committee implementing an e-mail notification system and Claudette Dirkers suggested an article be included about the association seeking volunteers.

7.2.2 Administrative Assistant hours and duties

Alyssa enumerated the many tasks being required of Karleen including meeting attendance, taking minutes, preparation of materials, filing, organizing, acting as a communications hub, tracking issues, assisting in response to issues, newsletter, special projects, and project review administration. Discussion included Karleen's role in the administrative aspects of the project review application process vs. what the committee members are responsible for; that project review is a separate revenue line funded out of the impact fees collected; the idea that the books are currently set up for the application fee to cover administration but that amount doesn't cover the actual cost; that the original intent for the impact fees was to go toward both administration and roads and the books will need to be revised to reflect impact fees for administration; the suggestion that a volunteer could do the project review administration; that the work involved is very detailed and requires a lot of training; and that Karleen has experience in supervising volunteers and the reiteration that the committee chairs will supervise committee volunteers.

Action Item: ***Project Review Committee – discuss and bring to board suggestions for increasing the application fee***

Action Item: ***Alyssa and Karleen – estimate administrative hours per project review and send to Janice***

Action Item: ***Janice – create an administrative fund for project review administration from both the application fee and the impact fees collected.***

7.3 Treasurer's Reports – JM

7.3.1 Budget Variance, Check & Deposit – April 2015

7.3.2 Budget Variance, Check & Deposit – May 2015

Janice reviewed the Treasurer's reports and noted that if we pay the extra principle through the end of the year we will pay the road loan off nine months early.

Motion: Charlotte motioned and Robert W. seconded to accept both April and May's Treasurer's Reports. **Motion carried unanimously.**

Rudy suggested that the pages in the Treasurer's reports be hand-numbered prior to copying so that the board has an easier time following along with the Treasurer's presentation of the finances.

7.4 Collection Committee Report – JM – Tabled

7.5 Road and Weed Mgmt Committee Report

Robert W. reported that the Road Committee met on June 1, 2015 and was attended by Robert W., Paul, Ed and Dan as well as 21 landowners. They discussed seven action items: 1. Spring grading update: seven loads of gravel were laid down on Hercules and Arcturus, and Walter Wunsch donated a truckload of gravel and two gravel loads on Polaris paid for by Carl Anderson. 2. Park County to chip seal and crack seal Dry Creek Rd: Kevin reported that the chip seal work would be done next year. In August, crack sealing will be done, the pothole will be fixed, signs will be put back up and the plugged culverts will be cleaned out. The drainage system on the blind curve may require a piping system be installed but the county is still waiting for the engineers regarding the cost. 3. Bids to repair new potholes on Capricorn in NG, and 4. Cracks that have failed since the last crack sealing: Robert W. obtained a bid from the contractor who did the work last year to fix three major potholes and crack sealing, including repair of the cracks sealed last year that reopened. Discussion included the question of funding and possibly using funds from a number of sources such as the NG road budget, the road fund or perhaps

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from the snow removal budget; the question of whether the contractor should guarantee his work and if the work was done when it was too cold; the question of why the association would get a bid from a contractor who didn't do the work properly. Robert W. suggested that of the 17,000 ft. of crack seal done, most was very good. However, he will get other bids. Kevin recommended a representative from the board oversee the work in the future. 5. Guardrail status for the hill in NG: Kevin reported that he asked Ross for information regarding the accidents and Ross doesn't have it. It was suggested that Kevin contact the Highway Department regarding accidents occurring on New Year's Eve. 6. Matching funds criteria: Robert W. reported the committee came up with ten points to be used as guidelines for the program that he would send out to the rest of the board to review. 7. Status of the sump installation on Capricorn Dr. Other discussion included Robert W.'s request for a landowner to volunteer to attend road committee meetings and take minutes. He asked the GLFPC to run their meeting summaries by him so he can correct errors before they post them. Gerald reported that Stu Shilling will spray the weeds after July 4th, will post signs regarding where he has sprayed and will use blue dye. The cost will be close to what it was last year. Comments included the timing of the spraying – May and September to get them before they go to seed; often there is still snow on the ground in May in High South so early June may be better – and whether other bids were obtained; no need to obtain bids every year; bids originally sought but the GLA has since used this same contractor for many years.

7.6 Project Review Committee Report – GD

7.6.1 SG 21-E Mullin Garage, Shop, Barn

Gerald reminded the board that on May 27th they had approved Mike Mullin's house and site plan. The current application was for the garage, barn and shed. He reported that the setbacks were met. **Motion:** Gerald motioned and Rudy seconded to give preliminary approval to Mike Mullin's shop, garage and barn on Lot 21-E1 (SG) on condition that all permits be obtained and the land be reseeded upon completion. **Motion carried unanimously.**

7.6.2 SG 39-E Kletter Residence Addition, Greenhouse, Septic

Gerald reviewed Damiaan Kletter's application for a greenhouse, another entrance for the residence and the sanitary system, the effluvia of which would be pumped up into a tank. He checked the greenhouse and entrance, which met the requirements. Paul would be the contractor to install the septic and they were waiting for the permit from the sanitarian. Discussion included the question of whether the Kletters were current in paying their assessments and clarification that the fees paid for this project included back dues; that fees collected are deposited after the project has been approved by the board; the idea that three projects might warrant charging three application fees or keeping the process as is, that one application requires one fee. **Motion:** Gerald motioned and Rudy seconded to give preliminary approval to Damiaan and Ineke Kletter for a greenhouse, entrance and septic system on Lot 39-E (SG) with the conditions that the assessments are current, they receive a septic permit from the sanitarian and that the land be reseeded after construction is completed. **Motion carried** (1 Abstention – Paul).

7.7 Communication Committee Report – Robert B.

7.7.1 Creating and distributing board meeting minutes – length, complexity & timeliness

Robert B. reported that the Communication Committee met and spent most of its time discussing the subject of meeting minutes. Legal advice was sought regarding what constitutes approval of meeting minutes and whether they could be approved by e-mail. The attorney indicated the board could obtain approval by written

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consent for board and committee meetings, an action that would cross a hurdle for the main purpose of the minutes, which is to communicate in a timely way with the landowners regarding items and actions taken. Robert B. explained that a format needed to be decided upon that would allow committees to present their findings, not in detail but rather focusing on the actions to present to the board; to circulate the minutes among the committee members for a few days, approve via e-mail and then post to the website. He clarified that committee meeting minutes would be approved by committee members not the whole board. Dan commented that the Bylaws indicate the board needs to have regular meetings. Currently they are held every month but when the documents are cleaned up meetings might be every other month or quarterly with work done in between by committees. He explained that the goal would be to get the meeting minutes written up as quickly as possible, slimmed down by 30%, and possibly post them on the website for members to access with a password. Discussion included the idea that the purpose of meetings is for creativity and exploration of ideas that end in resolution, not to pinpoint people and the details of what they said; the question of whether the Communication Committee would ever have physical meetings rather than over the phone; the problems involved with getting onto and hearing while on the Free Conference Call service, especially with a cellphone; Valery O'Connell's assertions that the Bylaws require 2/3 approval for any written consent, even committee meetings, that page 11 of the Bylaws require the board to read the unapproved meeting minutes to the landowners, and that it is illegal for Karleen to be taking meeting minute notes because Montana state law 35-2-439 MCA requires a board officer to prepare the minutes. Robert B. discussed the difficulty for some in using Google Docs and the possibility of using a different site. Dan had been looking into the different options and suggested that using the website and getting more people working with Ross might be the best solution. In the meantime, Google Docs empowers committee chairs to send the link out. Dan set the goal to get the board meeting minutes out to board members by the end of a week, to send them out to the board for input for another week, to make corrections and get approval, and then once approved to post the minutes to the Internet. Alyssa suggested that a week to get the meeting minutes completed is too little time. Discussion ensued regarding Karleen's hours and the need for her to be given more hours in order to perform the increased workload and get the minutes completed in a timely manner. **Motion:** Robert B. motioned and Janice seconded to increase Karleen's hours by five hours/week. **Motion carried unanimously.** Discussion included the question of whether administrative hours really need to be increased, how the minutes might be pared down to include information to help the reader understand what action was taken, discussion and sway on any issue including different points of view and the tenor without other detail; the idea that volunteers might be able to do some of the administrative work; a look at the administrative budget, which is at 39% through the end of May, and the added cost that would be about $1,700 - $1,800 for this year; the idea that there is more work at this point because of all of the policy changes and that the increase might be temporary; and the question of whether increasing Karleen's hours would affect hiring a bookkeeper, which it would not.

Action Item: ***Communication Committee – check out other viable phone conference technologies that might have better sound quality***

7.7.2 Using e-mail for official landowner communications – Tabled

7.8 Technology Committee Report – Ross

7.8.1 Timeframe for implementing Landowner E-mail Opt-In – Tabled

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7.9 Governing Documents Committee Report – DK / CM

Dan reported that the Governing Docs Committee met on June 10 to go over Covenants Section 5. They will put the changes up on Google Docs and give everyone a link after he runs some proposed changes by the attorney. The next meeting will be on Wednesday June 24th at 7:00 p.m. at Spectec and he asked members of the Project Review Committee to attend if possible to help work on Covenants Section 6. For those who cannot attend the changes will be posted on Google Docs for them to review and give input.

7.9.1 Covenants Section 11 draft change

Dan presented draft changes of Covenants Section 11 as the new wording to be sent out to the members. Discussion included clarification of the portions that were removed by strikeout; the idea that higher interest has never spurred higher rates of paying; that the prime rate would be established on December 1st for the entire next year; that the interest would begin after a 30-day grace period from the missed payment; that this interest rate might be too low; that attaching the interest rate to the prime rate is realistic in that it adjusts the rate according to the economy in any given cycle. Michael Laverty asked for clarification regarding whether this change would apply to accounts currently in arrears or only to those who fall behind moving forward. Dan explained that it would be take effect after the vote and moving forward but would give the board latitude to adjust past due accounts in the collection process. **Motion:** Janice motioned and Kevin seconded to send out for Landowner vote the change to Section 11.06 in the Covenants as was presented. **Motion carried unanimously.** Further discussion involved clarifying the process for calling a special meeting to vote on the change; the question of whether the vote couldn't wait until the regular election in November; the preference to not delay collections by delaying the vote until then; Valery O'Connell's assertion that the Bylaws give a landowner the opportunity to be heard by all the landowners before they vote, and the suggestion that this question be run by the attorney.

Dan announced that all of the committee's suggested changes regarding the items below would be listed on Google Docs and he invited people to read them and become familiar with them to give input.

7.9.2 Bylaws edit on meeting agendas – Tabled

7.9.3 Committee section of the Bylaws – Tabled

7.9.4 Covenants definitions changes – Tabled

7.10 Community Property Committee Report – CM

Charlotte announced that there would be a Community Property Committee meeting the next day, June 16th.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

10. Closed Session

10.1 Discussion of legal matters – Board

The board discussed the attorney's answer to questions on the responsibility of directors as defined by Montana law and to answer questions or decline from answering questions in a manner so as not to incur further litigation.

11. Meeting adjourned at 11:48 p.m.

12. Next Board Meeting: July 13th, 2015 at St. John's Church

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From: Ross Branson <[redacted]>
Subject: **Re: [GLA Board List] June 15 Meeting Minutes Draft ready for Voting**
Date: July 12, 2015 10:16:52 PM MDT
To: [redacted]
Reply-To: [redacted]

I vote yes in approval.

From: "Charlotte Haley Mizzi" <[redacted]>
Subject: **RE: [GLA Board List] June 15 Meeting Minutes Draft ready for Voting**
Date: July 12, 2015 10:10:03 PM MDT
To: [redacted]
Reply-To: [redacted]

I approve the June 15th Meeting Minutes. Charlotte

From: Robert Wallace <[redacted]>
Subject: Re: [GLA Board List] June 15 Meeting Minutes Draft ready for Voting
Date: July 12, 2015 10:03:47 PM MDT
To: [redacted]
Reply-To: [redacted]

I vote in favor.
Robert W.

On 7/12/2015 9:47 PM, Ed Dobrowski wrote:
> I'm in favor, Ed
>
> **From:** Dan Kehoe
> **Sent:** Sunday, July 12, 2015 11:43 AM
> **To:** [redacted]
> **Subject:** Re: [GLA Board List] June 15 Meeting Minutes Draft ready for Voting
>
> I vote in favor. Dan
>
> On 7/12/2015 8:25 AM, gerald dubiel wrote:
> > I vote in favor. Gerald
> >
> > On Sat, Jul 11, 2015 at 6:18 PM, Paul Ranttalo <[redacted]> wrote:
> > > I vote in favor. Paul
> > >
> > > On Sat, Jul 11, 2015 at 4:08 PM, K Newby <[redacted]> wrote:
> > > > I vote in favor. Kevin Newby
> > > >
> > > > On Sat, Jul 11, 2015 at 4:07 PM, Robert Branson <[redacted]> wrote:
> > > > > I find this format to be very helpful and very clear, easy to follow, know what needs follow-up, and who'sgoing to do it. Just reading through helped me to digest the various on-going concerns. Thanks !! for the efforts.
> > > > > I second the motion! Robert B
> > > > >
> > > > > On Thu, Jul 9, 2015 at 8:42 AM, S. Rudyard Parker <[redacted]> wrote:
> > > > > > Hello,
> > > > > >
> > > > > > I motion that we approve the minutes of the June 15 GLA BOD meeting, and vote in favor of the motion.
> > > > > >
> > > > > > Can anyone tell me when the next Communications Committee meeting will take place.
> > > > > >
> > > > > > Cheers,
> > > > > > -Rudy Parker
> > > > > > [redacted]

2015-06-15_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

June 15, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**
2. **Commence Special Meeting to fill NG director position vacated by Jim Kozlik**
3. **Commence Regular Monthly Board Meeting**
4. **Set Agenda**
5. **Approve Meeting Minutes** – May 18 & May 27, 2015
6. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
7. **Officer and Committee Reports**
   - 7.1 President's Report – DK
     - 7.1.1 Procedure for creating policy flowchart
     - 7.1.2 Posting of committee meeting minutes for landowner review
     - 7.1.3 Janice's resignation and need for a Treasurer/Bookkeeper
   - 7.2 Secretary's Report – AA
     - 7.2.1 Newsletter and other components for June/July mailing
     - 7.2.2 Administrative Assistant hours and duties
   - 7.3 Treasurer's Reports – JM
     - 7.3.1 Budget Variance, Check & Deposit – April 2015
     - 7.3.2 Budget Variance, Check & Deposit – May 2015
   - 7.4 Collection Committee Report – JM
   - 7.5 Road and Weed / Mgmt Committee Report – RW
   - 7.6 Project Review Committee Report – GD
     - 7.6.1 SG 21-E Mullin Garage, Shop, Barn
     - 7.6.2 SG 39-E Kletter Residence Addition, Greenhouse, Septic
   - 7.7 Communications Committee Report – Robert B.
     - 7.7.1 Creating and distributing board meeting minutes – length, complexity & timeliness
     - 7.7.2 Using e-mail for official landowner communications
   - 7.8 Technology Committee Report – Ross
     - 7.8.1 Timeframe for implementing Landowner E-mail Opt-In
   - 7.9 Governing Documents Committee Report – DK / CM
     - 7.9.1 Covenants Section 11 draft change
     - 7.9.2 Bylaws edit on meeting agendas
     - 7.9.3 Committee section of the Bylaws
     - 7.9.4 Covenants definitions changes
   - 7.10 Community Property Committee Report – CM
8. **UNFINISHED BUSINESS**
9. **NEW BUSINESS**
10. **Closed Session (9:30 p.m.)**
    - 10.1 Discussion of lawsuits – Board
11. **Adjournment (10:00 p.m.)**
12. **Next Board Meeting: July 13, 2015**

Glastonbury Landowners Association
Balance Sheet
As of May 31, 2015

	May 31, 15	Apr 30, 15
ASSETS		
Current Assets		
Checking/Savings		
002 · Bank of the Rockies Checking	575.62	1,671.86
003 · Savings Account		
004 · Savings Gen Operating Accnt	92,111.96	93,897.98
010 · Construction Bond Reserve C...	12,477.00	11,907.00
011 · Emergency Loan Reserve	7,500.00	7,500.00
012 · Digitizing Reserve Cash	2,181.31	2,181.31
013 · NG Chip Seal Reserve Cash	344.98	344.98
014a · NG Road Reserve Cash	13,312.19	12,539.69
014b · SG Road Reserve Cash	23,716.17	21,181.17
015 · Lawsuit Reserve Cash	30,000.00	30,000.00
003 · Savings Account - Other	0.00	14.63
Total 003 · Savings Account	181,643.61	179,566.76
Total Checking/Savings	182,219.23	181,238.62
Accounts Receivable		
Accounts Receivable	253,878.72	267,575.46
Total Accounts Receivable	253,878.72	267,575.46
Other Current Assets		
Petty Cash	115.21	115.21
12000 · Undeposited Funds	8.01	0.00
Total Other Current Assets	123.22	115.21
Total Current Assets	436,221.17	448,929.29
Fixed Assets		
Furniture and Equipment	918.99	918.99
Total Fixed Assets	918.99	918.99
TOTAL ASSETS	**437,140.16**	**449,848.28**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Construction Bonds Held by GLA	12,477.00	11,907.00
Payroll Liabilities	579.64	336.58
Total Other Current Liabilities	13,056.64	12,243.58
Total Current Liabilities	13,056.64	12,243.58
Long Term Liabilities		
Bank of the Rockies Loan	29,011.39	42,200.22
Total Long Term Liabilities	29,011.39	42,200.22
Total Liabilities	42,068.03	54,443.80
Equity		
Digitizing Fund	2,181.31	2,181.31
Emergency Loan Fund	7,500.00	7,500.00
Lawsuit Fund	30,000.00	30,000.00
NG Chip Seal Fund	344.98	344.98
NG Road Fund	13,312.19	13,242.19
Opening Balance Equity	22,222.35	22,222.35
Operating Fund Balance	194,299.08	196,904.08
SG Road Fund	23,716.17	21,181.17
Net Income	101,496.05	101,828.40
Total Equity	395,072.13	395,404.48
TOTAL LIABILITIES & EQUITY	**437,140.16**	**449,848.28**

Glastonbury Landowners Association
Profit & Loss
May 2015

	May 15	Jan - May 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.12 · Land Assessments 2012	0.00	1,135.02
110.13 · Land Assessments 2013	0.00	234.00
110.14 · Land Assessments 2014	344.92	1,767.10
110.15 · Land Assessments 2015	5,439.88	49,809.53
Total 110 · Land Assessments	5,784.80	52,945.65
120 · Dwelling Assessments		
120.12 · Dwelling Assessments 2012	0.00	1,002.44
120.13 · Dwelling Assessments 2013	0.00	203.02
120.14 · Dwelling Assessments 2014	329.91	1,616.38
120.15 · Dwelling Assessments 2015	3,747.79	32,590.32
Total 120 · Dwelling Assessments	4,077.70	35,412.16
160 · Golden Age Village Income	2,573.73	5,147.46
170 · Finance Ch Income- Past Due Ass	322.26	2,438.89
171 · 5% Penalty Income	19.45	-35.93
180 · 2009 Chip Seal Assessment	0.00	0.00
191 · Bad Debt	0.00	-4,169.94
Total 100 · Parcel Assessment Fees	12,777.94	91,738.29
200 · Project Impact Fees		
201 · Application Fees	110.00	195.00
210 · Structure Impact Fees	1,950.00	2,357.50
215 · Well/Septic Impact Fees	300.00	450.00
220 · Road/Driveway Impact Fees	150.00	225.00
250 · Mileage Impact Fees	205.00	305.00
Total 200 · Project Impact Fees	2,715.00	3,532.50
400 · Other Gen Fund Income		
401 · Lien Fees Paid	0.00	56.62
450 · Donation Income	0.00	79.80
Total 400 · Other Gen Fund Income	0.00	136.42
Total Income	15,492.94	95,407.21
Gross Profit	15,492.94	95,407.21
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal	0.00	349.00
1011 · Equipment Rental	0.00	770.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	0.00	1,155.00
1016b · Wages Paid Sanding	0.00	357.50
Total 1016 · Wages Paid Snow	0.00	1,512.50
1016c · Wages Paid Sand Loading	0.00	40.00
1016d · Wages Paid Snow Fence	0.00	210.00
1018a · Payroll Software	0.00	8.00
1019 · Workers' Compensation Insura...	0.00	914.75
Total 1015 · Payroll Costs	0.00	2,685.25
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	0.00	740.00
1025 · Fuel	0.00	429.93
1026 · Wages Truck Maintenance	0.00	390.00
Total 1020 · Equipment Costs	0.00	1,559.93
Total 1000 · Snow Removal	0.00	5,364.18
1030 · Road Maintenance		

Glastonbury Landowners Association
Profit & Loss
May 2015

	May 15	Jan - May 15
1035-A · Grading & Gravel NG		
1035d · Caspari Way East	980.00	1,130.00
Total 1035-A · Grading & Gravel NG	980.00	1,130.00
1045 · Signs, Posts, Etc	0.00	154.08
1030 · Road Maintenance - Other	0.00	150.00
Total 1030 · Road Maintenance	980.00	1,434.08
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	23.69	119.98
1220 · Sprinkler Maintenance	0.00	339.00
Total 1200 · Parkland/Recreation Center	23.69	458.98
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	0.00	192.50
Total 1310 · Legal Costs	0.00	192.50
1312 · Document Production-Wages Paid	170.00	785.00
Total 1300 · Litigation	170.00	977.50
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	832.00	4,400.50
2010c · Mileage Reimbursement	0.00	70.90
Total 2010 · Administrative Expense	832.00	4,471.40
2017 · Legal Fees-General Advice	0.00	720.00
2018 · Licenses & Annual Reporting	0.00	15.00
2019 · Lien Filing Costs	5.00	5.00
2022 · Payroll Costs Office	0.00	0.01
2023 · Payroll Taxes All	218.27	823.50
2050 · Office Supplies		
2050a · Admin Office Supplies	0.00	647.40
2050 · Office Supplies - Other	0.00	58.40
Total 2050 · Office Supplies	0.00	705.80
2052 · Postage & Shipping	15.05	798.88
2055 · Printing & Copies	0.00	263.08
2060 · Rent - Facilities	50.00	840.00
2062 · Rent - PO Box & Safe Dep Box	0.00	60.00
2066 · Software Costs		
2066a · Drop Box	9.99	19.98
2066b · Quickbooks	2.00	2.00
2066 · Software Costs - Other	9.99	128.94
Total 2066 · Software Costs	21.98	150.92
2070 · Taxes - Property	0.00	314.50
2080 · Telephone & Messaging	0.00	74.75
2095 · Internet	19.05	38.10
Total 2000 · Overhead/Admin Costs	1,161.35	9,280.94
Total Expense	2,335.04	17,515.68
Net Ordinary Income	13,157.90	77,891.53
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank	14.24	64.69
Total Other Income	14.24	64.69
Other Expense		
6000 · Interest Expense	765.43	1,699.39
Total Other Expense	765.43	1,699.39

Glastonbury Landowners Association
Profit & Loss
May 2015

	May 15	Jan - May 15
Net Other Income	-751.19	-1,634.70
Net Income	**12,406.71**	**76,256.83**

Glastonbury Landowners Association
Profit & Loss
May 2015

	May 15		Jan - May 15	
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
110 · Land Assessments				
110.12 · Land Assessments 2012	0.00		8.00	
110.15 · Land Assessments 2015	0.00		60,141.13	
Total 110 · Land Assessments		0.00		60,149.13
120 · Dwelling Assessments				
120.15 · Dwelling Assessments 2015	0.00		39,131.13	
Total 120 · Dwelling Assessments		0.00		39,131.13
150 · Golden Age Village Income		0.00		5,147.46
170 · Finance Ch Income- Past Due Ass		38.88		21,903.44
171 · 5% Penalty Income		0.00		-7,533.01
180 · 2009 Chip Seal Assessment		0.00		-97.03
191 · Bad Debt		0.00		-4,169.94
Total 100 · Parcel Assessment Fees			38.88	114,531.18
200 · Project Impact Fees				
201 · Application Fees		110.00		195.00
210 · Structure Impact Fees		1,950.00		2,357.50
215 · Well/Septic Impact Fees		300.00		450.00
220 · Road/Driveway Impact Fees		150.00		225.00
250 · Mileage Impact Fees		205.00		305.00
Total 200 · Project Impact Fees			2,715.00	3,532.50
400 · Other Gen Fund Income				
450 · Donation Income		0.00		79.80
Total 400 · Other Gen Fund Income			0.00	79.80
490 · Returned Check Charges			0.00	5.00
Total Income			2,753.88	118,148.48
Gross Profit			2,753.88	118,148.48
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal		0.00		349.00
1011 · Equipment Rental		0.00		450.00
1015 · Payroll Costs				
1016 · Wages Paid Snow				
1016a · Wages Paid Plowing	0.00		1,155.00	
1016b · Wages Paid Sanding	0.00		357.50	
Total 1016 · Wages Paid Snow		0.00		1,512.50
1016c · Wages Paid Sand Loading		0.00		40.00
1016d · Wages Paid Snow Fence		0.00		210.00
1018a · Payroll Software		0.00		8.00
1019 · Workers' Compensation Insura...		0.00		504.18
Total 1015 · Payroll Costs		0.00		2,274.68
1020 · Equipment Costs				
1021 · Truck Registration & Insurance		0.00		740.00
1025 · Fuel		0.00		110.08
1026 · Wages Truck Maintenance		0.00		390.00
Total 1020 · Equipment Costs		0.00		1,240.08
Total 1000 · Snow Removal			0.00	4,313.76
1030 · Road Maintenance				
1035-A · Grading & Gravel NG				
1035d · Caspari Way East	980.00		1,130.00	
Total 1035-A · Grading & Gravel NG		980.00		1,130.00
1045 · Signs, Posts, Etc		0.00		154.08

Glastonbury Landowners Association
Profit & Loss
May 2015

	May 15	Jan - May 15
1030 · Road Maintenance - Other	0.00	150.00
Total 1030 · Road Maintenance	980.00	1,434.08
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center	23.69	95.95
Total 1200 · Parkland/Recreation Center	23.69	95.95
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	0.00	192.50
Total 1310 · Legal Costs	0.00	192.50
1312 · Document Production-Wages Paid	170.00	785.00
Total 1300 · Litigation	170.00	977.50
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	832.00	4,400.50
2010c · Mileage Reimbursement	0.00	70.90
Total 2010 · Administrative Expense	832.00	4,471.40
2018 · Licenses & Annual Reporting	0.00	15.00
2019 · Lien Filing Costs	5.00	5.00
2022 · Payroll Costs Office	0.00	0.01
2023 · Payroll Taxes All	218.27	823.50
2050 · Office Supplies		
2050a · Admin Office Supplies	0.00	647.40
2050 · Office Supplies - Other	0.00	58.40
Total 2050 · Office Supplies	0.00	705.80
2052 · Postage & Shipping	15.05	798.88
2055 · Printing & Copies	0.00	263.08
2060 · Rent - Facilities	50.00	790.00
2062 · Rent - PO Box & Safe Dep Box	0.00	60.00
2066 · Software Costs		
2066a · Drop Box	9.99	19.98
2066b · Quickbooks	2.00	2.00
2066 · Software Costs - Other	9.99	128.94
Total 2066 · Software Costs	21.98	150.92
2080 · Telephone & Messaging	0.00	74.75
2095 · Internet	19.05	38.10
Total 2000 · Overhead/Admin Costs	1,161.35	8,196.44
Total Expense	2,335.04	15,017.73
Net Ordinary Income	418.84	103,130.75
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank	14.24	64.69
Total Other Income	14.24	64.69
Other Expense		
6000 · Interest Expense	765.43	1,699.39
Total Other Expense	765.43	1,699.39
Net Other Income	-751.19	-1,634.70
Net Income	**-332.35**	**101,496.05**

Glastonbury Landowners Association
Profit & Loss Budget Performance
January through May 2015

	Jan - May 15	Budget	% of Budget
Ordinary Income/Expense			
Income			
100 · Parcel Assessment Fees			
110 · Land Assessments			
110.12 · Land Assessments 2012	1,135.02		
110.13 · Land Assessments 2013	234.00		
110.14 · Land Assessments 2014	1,767.10		
110.15 · Land Assessments 2015	49,809.53	72,160.00	69.03%
Total 110 · Land Assessments	52,945.65	72,160.00	73.37%
120 · Dwelling Assessments			
120.12 · Dwelling Assessments 2012	1,002.44		
120.13 · Dwelling Assessments 2013	203.02		
120.14 · Dwelling Assessments 2014	1,616.38		
120.15 · Dwelling Assessments 2015	32,590.32	49,170.00	66.28%
Total 120 · Dwelling Assessments	35,412.16	49,170.00	72.02%
150 · Golden Age Village Income	5,147.46	10,295.00	50.0%
170 · Finance Ch Income- Past Due Ass	2,438.89		
171 · 5% Penalty Income	-35.93		
180 · 2009 Chip Seal Assessment	0.00		
191 · Bad Debt	-4,169.94		
Total 100 · Parcel Assessment Fees	91,738.29	131,625.00	69.7%
200 · Project Impact Fees			
201 · Application Fees	195.00		
210 · Structure Impact Fees	2,357.50		
215 · Well/Septic Impact Fees	450.00		
220 · Road/Driveway Impact Fees	225.00		
250 · Mileage Impact Fees	305.00		
Total 200 · Project Impact Fees	3,532.50		
400 · Other Gen Fund Income			
401 · Lien Fees Paid	56.62		
450 · Donation Income	79.80		
Total 400 · Other Gen Fund Income	136.42		
Total Income	95,407.21	131,625.00	72.48%
Gross Profit	95,407.21	131,625.00	72.48%
Expense			
1000 · Snow Removal			
1010 · Contracted Snow Removal	349.00	2,000.00	17.45%

Glastonbury Landowners Association
Profit & Loss Budget Performance
January through May 2015

	Jan - May 15	Budget	% of Budget
1011 · Equipment Rental	770.00	2,600.00	29.62%
1012 · Snow Fences	0.00	200.00	0.0%
1013 · Sand	0.00	600.00	0.0%
1015 · Payroll Costs			
1016 · Wages Paid Snow			
1016a · Wages Paid Plowing	1,155.00		
1016b · Wages Paid Sanding	357.50		
1016 · Wages Paid Snow - Other	0.00	8,500.00	0.0%
Total 1016 · Wages Paid Snow	1,512.50	8,500.00	17.79%
1016c · Wages Paid Sand Loading	40.00		
1016d · Wages Paid Snow Fence	210.00	1,000.00	21.0%
1018a · Payroll Software	8.00		
1019 · Workers' Compensation Insurance	914.75		
Total 1015 · Payroll Costs	2,685.25	9,500.00	28.27%
1020 · Equipment Costs			
1021 · Truck Registration & Insurance	740.00	698.00	106.02%
1024 · Truck Maintenance	0.00	3,500.00	0.0%
1025 · Fuel	429.93	2,500.00	17.2%
1026 · Wages Truck Maintenance	390.00	1,000.00	39.0%
Total 1020 · Equipment Costs	1,559.93	7,698.00	20.26%
Total 1000 · Snow Removal	5,364.18	22,598.00	23.74%
1030 · Road Maintenance			
1031 · Weed Control	0.00	2,500.00	0.0%
1032 · Roadside Mowing	0.00	1,300.00	0.0%
1035-A · Grading & Gravel NG			
1035d · Caspari Way East	1,130.00		
1035-A · Grading & Gravel NG - Other	0.00	12,250.00	0.0%
Total 1035-A · Grading & Gravel NG	1,130.00	12,250.00	9.22%
1035-B · Paved Road Costs NG	0.00	4,000.00	0.0%
1036 · Grading & Gravel SG	0.00	16,250.00	0.0%
1045 · Signs, Posts, Etc	154.08	900.00	17.12%
1046 · Insurance - Roads/Common Land	0.00	5,498.00	0.0%
1030 · Road Maintenance - Other	150.00		
Total 1030 · Road Maintenance	1,434.08	42,698.00	3.36%
1200 · Parkland/Recreation Center			
1210 · Utilities for Rec Center	119.98	400.00	30.0%
1220 · Sprinkler Maintenance	339.00	150.00	226.0%
1230 · Lawn Mowing/Gas	0.00	150.00	0.0%

Glastonbury Landowners Association
Profit & Loss Budget Performance
January through May 2015

	Jan - May 15	Budget	% of Budget
1240 · Mower Maintenance	0.00	250.00	0.0%
Total 1200 · Parkland/Recreation Center	458.98	950.00	48.31%
1300 · Litigation			
1310 · Legal Costs			
1310a · Litigation Incurred	192.50	1,400.00	13.75%
1310b · Litigation Initiated	0.00	3,000.00	0.0%
Total 1310 · Legal Costs	192.50	4,400.00	4.38%
1312 · Document Production-Wages Paid	785.00	1,700.00	46.18%
Total 1300 · Litigation	977.50	6,100.00	16.03%
2000 · Overhead/Admin Costs			
2005 · Accountant's Fees	0.00	300.00	0.0%
2010 · Administrative Expense			
2010b · Administrative Costs-Wages Paid	4,400.50		
2010c · Mileage Reimbursement	70.90		
2010 · Administrative Expense - Other	0.00	12,275.00	0.0%
Total 2010 · Administrative Expense	4,471.40	12,275.00	36.43%
2016 · Insurance - Board Liability	0.00	2,700.00	0.0%
2017 · Legal Fees-General Advice	720.00	5,000.00	14.4%
2018 · Licenses & Annual Reporting	15.00	100.00	15.0%
2019 · Lien Filing Costs	5.00	300.00	1.67%
2020 · Management Expense	0.00	12,275.00	0.0%
2022 · Payroll Costs Office	0.01		
2023 · Payroll Taxes All	823.50		
2050 · Office Supplies			
2050a · Admin Office Supplies	647.40		
2050 · Office Supplies - Other	58.40	800.00	7.3%
Total 2050 · Office Supplies	705.80	800.00	88.23%
2052 · Postage & Shipping	798.88	2,000.00	39.94%
2055 · Printing & Copies	263.08	1,500.00	17.54%
2060 · Rent - Facilities	840.00	1,275.00	65.88%
2062 · Rent - PO Box & Safe Dep Box	60.00	160.00	37.5%
2066 · Software Costs			
2066a · Drop Box	19.98		
2066b · Quickbooks	2.00		
2066 · Software Costs - Other	128.94	650.00	19.84%
Total 2066 · Software Costs	150.92	650.00	23.22%
2070 · Taxes - Property	314.50	325.00	96.77%
2080 · Telephone & Messaging	74.75		

Glastonbury Landowners Association
Profit & Loss Budget Performance
January through May 2015

	Jan - May 15	Budget	% of Budget
2090 · Website Costs	0.00	2,200.00	0.0%
2095 · Internet	38.10		
2096 · Annual Mtg Refreshments	0.00	200.00	0.0%
Total 2000 · Overhead/Admin Costs	9,280.94	42,060.00	22.07%
Total Expense	17,515.68	114,406.00	15.31%
Net Ordinary Income	77,891.53	17,219.00	452.36%
Other Income/Expense			
Other Income			
5000 · Interest Income - Bank	64.69	80.00	80.86%
Total Other Income	64.69	80.00	80.86%
Other Expense			
6000 · Interest Expense	1,699.39	4,800.00	35.4%
Total Other Expense	1,699.39	4,800.00	35.4%
Net Other Income	-1,634.70	-4,720.00	34.63%
Net Income	**76,256.83**	**12,499.00**	**610.1%**

2015-07-13_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

July 13, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:08 p.m. at St. John's Church.

   PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Janice McCann (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski (arrived at 8:25), Gerald Dubiel (arrived at 7:44), Pouwel Gelderloos, Charlotte Mizzi, Kevin Newby, Rudy Parker, Paul Ranttalo, Robert Wallace (aka Robert W.).
   Also attending: Karleen McSherry (Administrative Assistant)
   Landowners: Debbie Blais, Tim Brockett, Claudette Dirkers, Leo & Dorothy Keeler, Paula Kehoe, Jerry Ladewig, Donna Lash-Andersen, Charlene Murphy; Sally & Chuck Muto, Valery & Daniel O'Connell, Ia & Chris Williams, Regina Wunsch.
   Guests: Victoria Osborne, Danilie Howe, Christine Tafuri.

2. **Set Agenda**

3. **Approve Meeting Minutes** – June 15, 2015
   Dan reported that the June 15, 2015 meeting minutes were approved by e-mail on July 12, 2015.

4. **Visiting Landowner Input Period**
   Sally Muto distributed a letter to the Board on the Yaney residence (NG 38-B) including her belief that the structure violates the GLA Covenants, her dissatisfaction with the project's review process, and her concern that it may be repurposed as a church or learning center. Leo Keeler expressed concern regarding the Board's procedure in creating policies, that the membership needs to vote on them, and particular policy issues like the Board using its discretion to waive assessment fees or liens when properties are sold when in his view they don't have that discretion; his understanding that assessments are against the land not a person; and the Board has discretion in situations that are not injurious but not collecting fees is injurious because it winds up costing him more. Dan assured Leo that the Board would run the collection policy by a collection attorney and the Board would look at the waiver part again. In response to Leo's question about "intra-board communication" in the Privacy Policy, Ross clarified that it means the internal e-mail addresses used by the Board only. Charlene Murphy commented about the need to control the thistles this year as well as the soccer field shed needing to be painted to keep it from deteriorating, and possibly use volunteers to do the project.

5. **Officer and Committee Reports**
   5.1 President's Report – DK
   Dan welcomed Pouwel to the Board, and asked for a special meeting to discuss amendments to the Bylaws, which the Board agreed would be held Monday August 3 at 7:00 p.m. by phone (using a new and better phone conferencing service).

   5.2 Secretary's Report – AA
   5.2.1 Procedures for Board and Committee meetings
   Alyssa reviewed a draft procedures for board and committee meetings that was e-mailed to the Board and included in their meeting packet. Discussion included timeframes for creating minutes, sending them out for Board input, voting, finalizing and distributing to the landowner list before the next board meeting; the suggestion of having one "committee announce" list that would go to everyone who signs up to receive a committee's meeting notice; the possibility of using the administrative assistant as back-up to post meeting dates to the calendar.

5.2.2 Committee Meeting Minutes Content

Alyssa pointed out that the Bylaws require that committee meeting minutes contain only who attended and any actions taken, however, more can be included. The Board reviewed the draft committee meeting minute guidelines, and suggested that Alyssa organize her list of items to include in committee minutes by "must haves" and "optional" and the method for approving committee meeting minutes.
Alyssa also reported that the landowner binders containing previous meeting minutes, including a new binder for committee meeting minutes, would be kept at the Secretary's table at the meeting. Landowners who desire to view the binders must return them to the Secretary who will check to make sure the contents are still intact. This is in response to the removal of several months of minutes by a landowner and not returned despite a request to do so. Alyssa also reminded board members that when they vote on the meeting minutes via e-mail, those who make the motion and second it will need to make sure they vote as well.
Action Item: ***Alyssa – update the draft procedures and committee meeting contents according to comments and send the revision to the Board for review.***

5.3 Treasurer's Reports – JM

Janice reported that June is a slow month with not a lot of activity; and road-grading bills had not come in yet.

5.3.1 Budget Variance, Check & Deposit – June 2015

Janice stated that the reserve cash funds have remained steady. The finances are in pretty good shape right now with not too many expenses and no emergencies to pay for. **Motion:** Charlotte motioned and Ross seconded to accept the Treasurer's reports. **Motion carried unanimously.**
Rudy reiterated his request to have the pages of the Treasurer's reports numbered by hand, which didn't happen this time due to time constraints. In the future an effort will be made to honor Rudy's request.

5.3.2 Transition of Treasurer duties

Janice discussed the need to have at least an interim Treasurer, that it would be nice to have the new Treasurer in her meetings with potential bookkeepers, and that the Treasurer would need to be given the assessment books. Rudy stated that he had been the GLA's bookkeeper about ten years ago and would agree to be the interim Treasurer if he could resign from the Communications Committee.
Motion: Robert W. motioned and Ross seconded to appoint Rudy as the interim Treasurer. **Motion carried unanimously.**

5.4 Collection Committee Report – JM

5.4.1 Updated Payment Plan Agreement

Janice presented the updated Payment Plan Agreement and explained to landowners who thought it was a new policy that it is an edit of an agreement that we have been using to help people pay assessments that are in arrears. **Motion:** Janice moved and Rudy seconded to accept the payment plan agreement as written. **Motion carried.** (1 abstention – Pouwel). Discussion included the idea that this plan is a way to start collections with the help of volunteers.

5.5 Road and Weed / Mgmt Committee Report

Regarding the NG guardrail, Kevin reported that he was able access the police reports, and in order to pursue getting paid for the damage, he had to request that the officer filing the second report add that the GLA owns the guardrail. Only one of the incidents

involved had an insurance company; the person in the other incident is uninsured. Kevin is in process of obtaining the bids to present to insurance company.

5.5.1 Update on NG crack sealing

Robert W. reported that he sent out to bid the repair of NG's hardtop to about a dozen paving companies; two bids came in – Apex and Bailey Paving. Regarding crack sealing, Bailey would work on 2,400 lineal feet at a price of $1,604, which works out to $0.70 per lineal foot. Apex would work on 17,000 lineal feet for a total of $29,860, which works out to $1.75 per lineal foot. This cost is two and a half times more than Bailey's bid. To patch potholes, Bailey would repair 1,011 sq. ft. for $4,894 which works out to $4.80/sq. ft. Apex would repair 552 sq. ft. for $5,600 which works out to about $10/sq. ft. The total cost for Bailey to do as they proposed would be $6,998, which includes a $500 setup charge. The total cost for Apex to do as they proposed would be $35,460, which is about $29,000 more than Bailey's bid. Neither of these companies warranties their work, and Robert W. commented that Parks Frady had told him this is typically the case. **Motion:** Robert W. motioned and Pouwel seconded to hire Bailey Paving to patch and crack seal NG's hardtop in temperatures not lower than 45° or according to the product specifications regarding temperature for the 24-hour period. **Motion carried unanimously.** Discussion included questions of rehiring Bailey when some of their previous work failed; the statement made by Parks Frady that a 5% failure rate is pretty good and that Robert's observation that Bailey did a really good job patching potholes; the idea that someone from the Board needs to be present to oversee the work; that Bailey will warranty their work if they router the cracks; that routering cracks doesn't mean the work will last longer and the pavement is too thin to router so paying double to warranty against 5% failure isn't cost effective; the question of what constitutes repair work failure and the answer that any crack one inch or more would be considered failed.
Action Item: ***Robert W. – add specifications to Bailey's contract for minimum temperature at time of work and for 24-hour forecast afterwards.***

On another topic: **Motion:** Robert W. motioned and Kevin seconded for Pouwel to be made a member of the Road Committee. **Motion carried unanimously.**

5.5.2 Update on NG gravel and grading

Robert W. reported that all grading and graveling in NG had been done and two extra loads of gravel were put down on upper Hercules courtesy of the Wunsch's. A landowner had notified the GLA that he would be selling his property on Caspari Way, (a GLA platted road) and Robert W. said we might have to spend up to $500 from his budget to clear the road so the real estate agent can get up there.

5.5.3 Update on DCR crack sealing – KN

Topic not covered.

5.5.4 Update on weed spraying – GD

Gerald reported that weed spraying was finished in South. A dye was used and signs posted to alert landowners to the sprayed areas. Regina Wunsch noted that the contractor sprayed DCR where there were no weeds.
Gerald also reported that the spraying in NG would take place the next day and that he would oversee the work. Discussion involved the question of whether weed spraying should be done at a different time of year before the weeds go to seed; the GLA's schedule used to be spraying in May and October; concern that it rained

just hours after the weed spraying in SG and a landowner suggested that the weed spraying scheduled for the next day in NG be postponed if rain was forecast; the question of whether spraying before a rain washes the herbicide away or allows it to be taken into the roots; that the contractor would be willing to spray according to whatever schedule the GLA prefers; that he would work to get a contract for next year and spell out the terms and timing. There was a suggestion from the floor to get other bids. Pouwel expressed concern that people pull over and leave their car running which can start a grass fire and that we include this as an article in the newsletter.

Action Items: ***Gerald – Review weed spraying invoice and deduct costs for any spraying on Dry Creek Road; find out what kind of chemicals are used and how it works with rain; get bids for weed spraying for next year.***

5.6 Project Review Committee Report – GD

Motion: Gerald motioned that Kevin be co-chair of the Project Review Committee and Ed seconded the motion. **Motion carried unanimously**.

5.6.1 NG 10-B Nash Shed & Carport

Gerald reported that Jeff Nash requested to put in a carport and shed; the site had been checked and setbacks were good. **Motion:** Gerald motioned and Pouwel seconded that the carport and shed on Nash's property Tract 10-D (NG) be approved with the condition that the necessary permits be obtained and disturbed land be reseeded at end of construction. Discussion included Robert B.'s suggestion to add "if necessary" regarding the permits. Gerald amended his motion and Pouwel seconded that the carport and shed on Nash's property Tract 10-D (NG) be approved with the condition that the necessary permits be obtained if necessary. **Motion carried.** (1 abstention – Paul). Discussion included that another condition be added of abiding by all fire, health and safety laws of the state of MT.

Gerald reported that in its meeting on July 8, 2015, the Project Review Committee reviewed a dormer project submitted by Pouwel for NG 40-1B. Discussion included the question of whether this is a project that the Covenants dictate needs approval; the fact that the footprint and floor space would not be changed, only the roof raised; the committee's thinking that they should have a record of all construction to address issues that might come up including conflict between what was proposed and what was actually built; the reminder to new board member Pouwel that since he is the builder on this project he mention a conflict of interest before the vote; the question of how far the committee would go in its oversight such as whether painting one's house pink needs review; Leo Keeler's concern that the Covenants regulate appearance; the suggestion that the committee needs to determine a minimum standard regarding what requires a project review application. Dan clarified that if is not covered by the Covenants it doesn't need an application and approval, and this isn't a project that needs review.

5.6.2 Suggested increase in application fee & % of impact fee to administration

Kevin reported that the Project Review Committee met and discussed a change in the application fee for small projects under 200 s.f. from $10 to $25, which is what is currently charged for all projects over 200 s.f. He also presented the idea that the $25 application fee would cover one form, and each additional form submitted at the same time would be charged an additional $10 application fee. **Motion:** Kevin motioned to change the application fee to a base of $25. Discussion included Valery O'Connell's assertion that this change would need to be brought to the

members first; Dan suggested the Committee draft a change to be put before the members for a 30-day review period with the material going out after the Aug 3 meeting; Regina Wunsch explained that a special account was created for the cost of the administrative assistant's work on project applications, that $225 had been put into that account and $325 had already been spent, not including taxes; the increase in application fee will help the project review monies to cover these administrative costs; a question of billing per square foot and the answer that the impact fees are based on square footage and are supposed to be divided between administration and roads; clarification that withdrawn or denied projects forfeit the application fee because the costs for the administrative work is still incurred. Motion was not seconded and will be addressed at the Aug 3rd meeting. Gerald suggested the Project Review Committee require landowners to have more professional drawings done on their site maps and said he would write a paragraph to add to the proposal. Discussion included the premise that staking out the building and citing accurate measurements from the proposed project to the boundaries are the critical issues. Dan referred it back to the Committee to come up with what's necessary and present it to the Board.

Action Item: ***Project Review Committee – draft a change to be put before the members for a 30-day review period with the material going out after the August 3rd meeting.***

Action Item: ***Gerald – Add a paragraph for more professional drawings.***

5.7 Communications Committee Report

5.7.1 Welcome Letter – Robert B.

Robert B. reported that the Communications Committee worked on a draft of the welcome letter. Robert B. agreed to initiate an e-mail vote.

Action Item: ***Robert B. – initiate an e-mail vote regarding the welcome letter.***

5.7.2 Next steps for implementing optional e-mail communications – DK

Due to time constraints, topic not covered.

5.8 Technology Committee Report – Ross/DK

5.8.1 Implementing official Landowner notice by e-mail

Ross explained that there are two things that need to be done to implement noticing landowners by e-mail:

1. Landowner's would need to express that they want to be noticed of meetings via e-mail and their e-mail address would need to be verified. Landowners may want to get an e-mail address just for GLA matters since other members could then access their e-mail address and the e-mail could be discoverable evidence if it is brought up in a GLA lawsuit.
2. After meeting the criteria for official notice, there could be an expansion to other types communications such as committee meetings, announcements, etc. There is a form that might need to be altered slightly.

Action Item: ***Ross – alter the appropriate form for landowners to indicate if they want to be noticed of meetings via e-mail.***

5.8.2 Posting of committee meeting minutes

Due to time constraints, topic not covered.

5.9 Governing Documents Committee Report – DK/CM

Due to time constraints, topic not covered.

5.10 Community Property Committee Report – CM

Charlotte reported that the Community Property Committee met and decided it would be best to terminate the GLA's lease with the PVRC. **Motion:** Charlotte motioned and Robert W. seconded to discontinue the lease with the PVRC. Discussion included the advantage of no longer having a contract on the property and the need to find out what the insurance covers. **Motion carried.** (1 Abstention – Kevin).

6. UNFINISHED BUSINESS

7. NEW BUSINESS

8. Closed Session

8.1 Discussion of legal matters – Board

The Legal Committee reviewed recent letters to and from both attorneys.

9. Adjournment (10:23 p.m.)

10. Next Board Meeting: August 3, 2015 by phone [later postponed to a future TBD date] and then August 10, 2015 at St. John's Church

From: "Ed Dobrowski" [redacted]
Subject: **Re: [GLA Board List] July 13 draft meeting minutes - revised**
Date: July 31, 2015 2:47:42 PM MDT
To: [redacted]
Reply-To: [redacted]

I approve the July 13 meeting minutes.

Ed D

From: Paul Ranttalo
Sent: Friday, July 31, 2015 8:16 AM
To: [redacted]
Subject: Re: [GLA Board List] July 13 draft meeting minutes - revised

I approve,july13 meeting minutes Paul

On Thu, Jul 30, 2015 at 6:01 PM, gerald dubiel [redacted] wrote:
I approve the July 13, 2015 meeting minutes. Gerald Dubiel

From: Robert Branson [redacted]
Subject: **Re: [GLA Board List] July 13 draft meeting minutes - revised**
Date: July 27, 2015 9:24:29 AM MDT
To: GLABoardmembers [redacted]
Reply-To: [redacted]

I approve the meeting minutes of July 13, 2015. Robert Branson

On Mon, Jul 27, 2015 at 9:54 AM, Dan Kehoe [redacted] wrote:
I approve the July 13, 2015 meeting minutes. Daniel Kehoe

On 7/26/2015 4:26 PM, Pouwel Gelderloos wrote:
Approved by me
Pouwel

On Sun, Jul 26, 2015 at 11:16 AM, Robert Wallace [redacted] wrote:
I also approve the meeting minutes for July 13, 2015
Robert W.

On 7/26/2015 7:37 AM, K Newby wrote:
I approve the meeting minutes of July 13, 2015.
Kevin Newby

On Sat, Jul 25, 2015 at 10:15 PM, Charlotte Haley Mizzi [redacted] wrote:

I approve the minutes of July 13th. Charlotte

From: Ross Brunson [mailto:[redacted]]
Sent: Saturday, July 25, 2015 9:13 PM
To: [redacted]
Subject: Re: [GLA Board List] July 13 draft meeting minutes - revised

Seconded and Aye.

On Saturday, July 25, 2015, S. Rudyard Parker [redacted] wrote:

Hi All,

I looked at the draft minutes and find them in good order. Thank you Alyssa and Karleen. I make a motion that we approve the minutes, and as soon as someone seconds it, I vote to approve the minutes.

Cheers,
~Rudy

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

July 13, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**

2. **Set Agenda**

3. **Approve Meeting Minutes** – June 15, 2015

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)

5. **Officer and Committee Reports (7:20 p.m.)**
   - 5.1 President's Report – DK
   - 5.2 Secretary's Report – AA
     - 5.2.1 Procedures for Board and Committee meetings
     - 5.2.2 Committee Meeting Minutes Content
   - 5.3 Treasurer's Reports – JM
     - 5.3.1 Budget Variance, Check & Deposit – June 2015
     - 5.3.2 Transition of Treasurer duties
   - 5.4 Collection Committee Report – JM
     - 5.4.1 Updated Payment Plan Agreement
   - 5.5 Road and Weed / Mgmt Committee Report – RW
     - 5.5.1 Update on NG crack sealing
     - 5.5.2 Update on NG gravel and grading
     - 5.5.3 Update on DCR crack sealing – KN
     - 5.5.4 Update on weed spraying – GD
   - 5.6 Project Review Committee Report – GD
     - 5.6.1 NG 10-B Nash Shed & Carport
     - 5.6.2 Suggested increase in application fee & % of impact fee to administration
   - 5.7 Communications Committee Report
     - 5.7.1 Welcome Letter – Robert B.
     - 5.7.2 Next steps for implementing optional e-mail communications – DK
   - 5.8 Technology Committee Report – Ross/DK
     - 5.8.1 Implementing official Landowner notice by e-mail
     - 5.8.2 Posting of committee meeting minutes
   - 5.9 Governing Documents Committee Report – DK/CM
   - 5.10 Community Property Committee Report – CM

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

8. **Closed Session (9:30 p.m.)**
   - 8.1 Discussion of legal matters – Board

9. **Adjournment (10:00 p.m.)**

10. **Next Board Meeting: August 10, 2015**

Glastonbury Landowners Association
Balance Sheet
As of June 30, 2015

	Jun 30, 15	May 31, 15
ASSETS		
Current Assets		
Checking/Savings		
002 · Bank of the Rockies Checking	2,802.49	575.62
003 · Savings Account		
004 · Savings Gen Operating Accnt	90,348.17	92,111.96
010 · Construction Bond Reserve C...	12,577.00	12,477.00
011 · Emergency Loan Reserve	7,500.00	7,500.00
012 · Digitizing Reserve Cash	2,181.31	2,181.31
013 · NG Chip Seal Reserve Cash	344.98	344.98
014a · NG Road Reserve Cash	13,312.19	13,312.19
014b · SG Road Reserve Cash	23,716.17	23,716.17
015 · Lawsuit Reserve Cash	30,000.00	30,000.00
003 · Savings Account - Other	15.66	0.00
Total 003 · Savings Account	179,995.48	181,643.61
Total Checking/Savings	182,797.97	182,219.23
Accounts Receivable		
Accounts Receivable	257,504.66	257,384.71
Total Accounts Receivable	257,504.66	257,384.71
Other Current Assets		
Petty Cash	115.21	115.21
12000 · Undeposited Funds	0.00	8.01
Total Other Current Assets	115.21	123.22
Total Current Assets	440,417.84	439,727.16
Fixed Assets		
Furniture and Equipment	918.99	918.99
Total Fixed Assets	918.99	918.99
TOTAL ASSETS	**441,336.83**	**440,646.15**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Construction Bonds Held by GLA	12,577.00	12,477.00
Payroll Liabilities	832.32	579.64
Total Other Current Liabilities	13,409.32	13,056.64
Total Current Liabilities	13,409.32	13,056.64
Long Term Liabilities		
Bank of the Rockies Loan	29,011.39	29,011.39
Total Long Term Liabilities	29,011.39	29,011.39
Total Liabilities	42,420.71	42,068.03
Equity		
Digitizing Fund	2,181.31	2,181.31
Emergency Loan Fund	7,500.00	7,500.00
Lawsuit Fund	30,000.00	30,000.00
NG Chip Seal Fund	344.98	344.98
NG Road Fund	13,312.19	13,312.19
Opening Balance Equity	22,222.35	22,222.35
Operating Fund Balance	194,299.08	194,299.08
SG Road Fund	23,716.17	23,716.17
Net Income	105,340.04	105,002.04
Total Equity	398,916.12	398,578.12
TOTAL LIABILITIES & EQUITY	**441,336.83**	**440,646.15**

Glastonbury Landowners Association
Profit & Loss
June 2015

	Jun 15	Jan - Jun 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.12 · Land Assessments 2012	0.00	8.00
110.15 · Land Assessments 2015	0.00	61,034.05
Total 110 · Land Assessments	0.00	61,042.05
120 · Dwelling Assessments		
120.15 · Dwelling Assessments 2015	0.00	39,393.75
Total 120 · Dwelling Assessments	0.00	39,393.75
150 · Golden Age Village Income	0.00	5,147.46
170 · Finance Ch Income- Past Due Ass	3,188.15	27,442.04
171 · 5% Penalty Income	0.00	-7,533.01
180 · 2009 Chip Seal Assessment	0.00	-97.03
191 · Bad Debt	0.00	-4,169.94
Total 100 · Parcel Assessment Fees	3,188.15	121,225.32
200 · Project Review Fees		
201 · Application Fees	25.00	220.00
210 · Structure Imp. & Proc.Fees	0.00	2,357.50
215 · Well/Septic Imp. & Proc. Fees	105.00	555.00
220 · Road/Driveway Imp. & Proc. Fees	0.00	225.00
250 · Mileage Impact Fees	0.00	305.00
Total 200 · Project Review Fees	130.00	3,662.50
400 · Other Gen Fund Income		
450 · Donation Income	0.00	79.80
490 · Returned Check Charges	0.00	5.00
Total 400 · Other Gen Fund Income	0.00	84.80
Total Income	3,318.15	124,972.62
Gross Profit	3,318.15	124,972.62
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal	0.00	349.00
1011 · Equipment Rental	0.00	450.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	0.00	1,155.00
1016b · Wages Paid Sanding	0.00	357.50
Total 1016 · Wages Paid Snow	0.00	1,512.50
1016c · Wages Paid Sand Loading	0.00	40.00
1016d · Wages Paid Snow Fence	0.00	210.00
1018a · Payroll Software	0.00	8.00
1019 · Workers' Compensation Insura...	0.00	504.18
1019a · Employ.Practice Liability Ins.	1,085.00	1,085.00
Total 1015 · Payroll Costs	1,085.00	3,359.68
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	0.00	740.00
1025 · Fuel	0.00	110.08
1026 · Wages Truck Maintenance	0.00	390.00
Total 1020 · Equipment Costs	0.00	1,240.08
Total 1000 · Snow Removal	1,085.00	5,398.76
1030 · Road Maintenance		
1035-A · Grading & Gravel NG		
1035d · Caspari Way East	0.00	1,130.00
Total 1035-A · Grading & Gravel NG	0.00	1,130.00

Glastonbury Landowners Association
Profit & Loss
June 2015

	Jun 15		Jan - Jun 15	
1045 · Signs, Posts, Etc	0.00		154.08	
1030 · Road Maintenance - Other	0.00		150.00	
Total 1030 · Road Maintenance		0.00		1,434.08
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	23.34		119.29	
Total 1200 · Parkland/Recreation Center		23.34		119.29
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	0.00		192.50	
Total 1310 · Legal Costs	0.00		192.50	
1312 · Document Production-Wages Paid	50.00		835.00	
Total 1300 · Litigation		50.00		1,027.50
2000 · Overhead/Admin Costs				
2010 · Administrative Expense				
2010b · Administrative Costs-Wages ...	643.50		5,044.00	
2010c · Mileage Reimbursement	5.26		76.16	
Total 2010 · Administrative Expense	648.76		5,120.16	
2011 · Project Review Wages	341.25		341.25	
2012 · Miscellaneous Fees	0.00		103.54	
2017 · Legal Fees-General Advice	192.50		192.50	
2018 · Licenses & Annual Reporting	0.00		15.00	
2019 · Lien Filing Costs	0.00		5.00	
2023 · Payroll Taxes All	100.51		819.15	
2050 · Office Supplies				
2050a · Admin Office Supplies	388.46		1,035.86	
2050 · Office Supplies - Other	0.00		58.40	
Total 2050 · Office Supplies	388.46		1,094.26	
2052 · Postage & Shipping	70.00		868.88	
2055 · Printing & Copies	0.00		263.08	
2060 · Rent - Facilities	50.00		840.00	
2062 · Rent - PO Box & Safe Dep Box	0.00		60.00	
2066 · Software Costs				
2066a · Drop Box	0.00		19.98	
2066b · Quickbooks	2.00		4.00	
2066 · Software Costs - Other	9.99		138.93	
Total 2066 · Software Costs	11.99		162.91	
2080 · Telephone & Messaging	14.95		89.70	
2095 · Internet	19.05		57.15	
Total 2000 · Overhead/Admin Costs		1,837.47		10,032.58
Total Expense		2,995.81		18,012.21
Net Ordinary Income		322.34		106,960.41
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank		15.66		80.35
Total Other Income		15.66		80.35
Other Expense				
6000 · Interest Expense		0.00		1,700.71
Total Other Expense		0.00		1,700.71
Net Other Income		15.66		-1,620.36
Net Income		**338.00**		**105,340.05**

Glastonbury Landowners Association
Profit & Loss Budget Performance
June 2015

	Jun 15	Jan - Jun 15	YTD Budget	% of Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
110 · Land Assessments				
110.12 · Land Assessments 2012	17.86	1,240.51		
110.13 · Land Assessments 2013	2.88	251.11		
110.14 · Land Assessments 2014	20.02	1,787.12		
110.15 · Land Assessments 2015	1,686.40	51,842.20	72,160.00	71.84%
Total 110 · Land Assessments	1,727.16	55,120.94	72,160.00	76.39%
120 · Dwelling Assessments				
120.12 · Dwelling Assessments 2012	17.86	1,020.30		
120.13 · Dwelling Assessments 2013	2.88	205.90		
120.14 · Dwelling Assessments 2014	9.79	1,626.17		
120.15 · Dwelling Assessments 2015	583.36	33,312.16	49,170.00	67.75%
Total 120 · Dwelling Assessments	613.89	36,164.53	49,170.00	73.55%
150 · Golden Age Village Income	0.00	5,147.46	10,295.00	50.0%
170 · Finance Ch Income- Past Due Ass	52.59	2,519.93		
171 · 5% Penalty Income	0.00	-35.93		
180 · 2009 Chip Seal Assessment	14.34	78.05		
191 · Bad Debt	0.00	-4,169.94		
Total 100 · Parcel Assessment Fees	2,407.98	94,825.04	131,625.00	72.04%
200 · Project Review Fees				
201 · Application Fees	25.00	220.00		
210 · Structure Imp. & Proc.Fees	0.00	2,357.50		
215 · Well/Septic Imp. & Proc. Fees	105.00	555.00		
220 · Road/Driveway Imp. & Proc. Fees	0.00	225.00		
250 · Mileage Impact Fees	0.00	305.00		
Total 200 · Project Review Fees	130.00	3,662.50		
400 · Other Gen Fund Income				
401 · Lien Fees Paid	0.00	60.35		
450 · Donation Income	0.00	79.80		
490 · Returned Check Charges	5.00	5.00		
Total 400 · Other Gen Fund Income	5.00	145.15		
Total Income	2,542.98	98,632.69	131,625.00	74.94%
Gross Profit	2,542.98	98,632.69	131,625.00	74.94%
Expense				
1000 · Snow Removal				

Glastonbury Landowners Association
Profit & Loss Budget Performance
June 2015

	Jun 15	Jan - Jun 15	YTD Budget	% of Budget
1010 · Contracted Snow Removal	0.00	349.00	2,000.00	17.45%
1011 · Equipment Rental	0.00	770.00	2,600.00	29.62%
1012 · Snow Fences	0.00	0.00	200.00	0.0%
1013 · Sand	0.00	0.00	600.00	0.0%
1015 · Payroll Costs				
1016 · Wages Paid Snow				
1016a · Wages Paid Plowing	0.00	1,155.00		
1016b · Wages Paid Sanding	0.00	357.50		
1016 · Wages Paid Snow - Other	0.00	0.00	8,500.00	0.0%
Total 1016 · Wages Paid Snow	0.00	1,512.50	8,500.00	17.79%
1016c · Wages Paid Sand Loading	0.00	40.00		
1016d · Wages Paid Snow Fence	0.00	210.00	1,000.00	21.0%
1018a · Payroll Software	0.00	8.00		
1019 · Workers' Compensation Insurance	0.00	914.75		
1019a · Employ.Practice Liability Ins.	1,085.00	1,085.00		
Total 1015 · Payroll Costs	1,085.00	3,770.25	9,500.00	39.69%
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	0.00	740.00	698.00	106.02%
1024 · Truck Maintenance	0.00	0.00	3,500.00	0.0%
1025 · Fuel	0.00	429.93	2,500.00	17.2%
1026 · Wages Truck Maintenance	0.00	390.00	1,000.00	39.0%
Total 1020 · Equipment Costs	0.00	1,559.93	7,698.00	20.26%
Total 1000 · Snow Removal	1,085.00	6,449.18	22,598.00	28.54%
1030 · Road Maintenance				
1031 · Weed Control	0.00	0.00	2,500.00	0.0%
1032 · Roadside Mowing	0.00	0.00	1,300.00	0.0%
1035-A · Grading & Gravel NG				
1035d · Caspari Way East	0.00	1,130.00		
1035-A · Grading & Gravel NG - Other	0.00	0.00	12,250.00	0.0%
Total 1035-A · Grading & Gravel NG	0.00	1,130.00	12,250.00	9.22%
1035-B · Paved Road Costs NG	0.00	0.00	4,000.00	0.0%
1036 · Grading & Gravel SG	0.00	0.00	16,250.00	0.0%
1045 · Signs, Posts, Etc	0.00	154.08	900.00	17.12%
1046 · Insurance - Roads/Common Land	0.00	0.00	5,498.00	0.0%
1030 · Road Maintenance - Other	0.00	150.00		
Total 1030 · Road Maintenance	0.00	1,434.08	42,698.00	3.36%
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	23.34	143.32	400.00	35.83%

Glastonbury Landowners Association
Profit & Loss Budget Performance
June 2015

	Jun 15	Jan - Jun 15	YTD Budget	% of Budget
1220 · Sprinkler Maintenance	0.00	339.00	150.00	226.0%
1230 · Lawn Mowing/Gas	0.00	0.00	150.00	0.0%
1240 · Mower Maintenance	0.00	0.00	250.00	0.0%
Total 1200 · Parkland/Recreation Center	23.34	482.32	950.00	50.77%
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	0.00	192.50	1,400.00	13.75%
1310b · Litigation Initiated	0.00	0.00	3,000.00	0.0%
Total 1310 · Legal Costs	0.00	192.50	4,400.00	4.38%
1312 · Document Production-Wages Paid	50.00	835.00	1,700.00	49.12%
Total 1300 · Litigation	50.00	1,027.50	6,100.00	16.84%
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	0.00	0.00	300.00	0.0%
2010 · Administrative Expense				
2010b · Administrative Costs-Wages Paid	643.50	5,044.00		
2010c · Mileage Reimbursement	5.26	76.16		
2010 · Administrative Expense - Other	0.00	0.00	12,275.00	0.0%
Total 2010 · Administrative Expense	648.76	5,120.16	12,275.00	41.71%
2011 · Project Review Wages	341.25	341.25		
2012 · Miscellaneous Fees	0.00	103.54		
2016 · Insurance - Board Liability	0.00	0.00	2,700.00	0.0%
2017 · Legal Fees-General Advice	192.50	912.50	5,000.00	18.25%
2018 · Licenses & Annual Reporting	0.00	15.00	100.00	15.0%
2019 · Lien Filing Costs	0.00	5.00	300.00	1.67%
2023 · Payroll Taxes All	100.51	819.15		
2050 · Office Supplies				
2050a · Admin Office Supplies	388.46	1,035.86		
2050 · Office Supplies - Other	0.00	58.40	800.00	7.3%
Total 2050 · Office Supplies	388.46	1,094.26	800.00	136.78%
2052 · Postage & Shipping	70.00	868.88	2,000.00	43.44%
2055 · Printing & Copies	0.00	263.08	1,500.00	17.54%
2060 · Rent - Facilities	50.00	890.00	1,275.00	69.8%
2062 · Rent - PO Box & Safe Dep Box	0.00	60.00	160.00	37.5%
2066 · Software Costs				
2066a · Drop Box	0.00	19.98		
2066b · Quickbooks	2.00	4.00		
2066 · Software Costs - Other	9.99	138.93	650.00	21.37%
Total 2066 · Software Costs	11.99	162.91	650.00	25.06%

Glastonbury Landowners Association
Profit & Loss Budget Performance
June 2015

	Jun 15	Jan - Jun 15	YTD Budget	% of Budget
2070 · Taxes - Property	0.00	314.50	325.00	96.77%
2080 · Telephone & Messaging	14.95	89.70		
2090 · Website Costs	0.00	0.00	2,200.00	0.0%
2095 · Internet	19.05	57.15		
2096 · Annual Mtg Refreshments	0.00	0.00	200.00	0.0%
Total 2000 · Overhead/Admin Costs	1,837.47	11,117.08	29,785.00	37.32%
Total Expense	2,995.81	20,510.16	102,131.00	20.08%
Net Ordinary Income	-452.83	78,122.53	29,494.00	264.88%
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	15.66	80.35	80.00	100.44%
Total Other Income	15.66	80.35	80.00	100.44%
Other Expense				
6000 · Interest Expense	0.00	1,700.71	4,800.00	35.43%
Total Other Expense	0.00	1,700.71	4,800.00	35.43%
Net Other Income	15.66	-1,620.36	-4,720.00	34.33%
Net Income	**-437.17**	**76,502.17**	**24,774.00**	**308.8%**

2015-07-27_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting Minutes – *Final*

July 27, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**

The special meeting was called to order by Dan Kehoe at 7:11 p.m. via conference call service.

PRESENT: Dan Kehoe (President), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Pouwel Gelderloos, Charlotte Mizzi, Kevin Newby, Paul Ranttalo and Robert Wallace (aka Robert W.).
Absent: Rudy Parker (Treasurer, absent with notice) and Ross Brunson (Vice President).
Also attending: Karleen McSherry (Administrative Assistant)
Landowners: Donna Lash-Andersen, Debbie Blais, and Claudette Dirkers.

2. **Officer and Committee Reports**

2.1 Road Mgmt Committee Report – RW/PR

2.1.1 Review Bailey Paving contract with additional mobilization cost for work to be done on NG asphalt

Motion: Robert W. motioned and Pouwel seconded to accept Bailey Paving's bid with the added $1500 mobilization cost for a total of $8,498 without needing more details on the bid other than what we asked them to add at the last board meeting. A discussion period ensued and included the fact that the cost per lineal ft. was still under $1 and nearly two times less expensive than the other bid; Bailey agreed to blow out the cracks and not seal when temperatures fall below 40°; Robert W. thanked Claudette Dirkers for bringing the online publications regarding crack sealing and asphalt thickness to the board's attention, and mentioned how he and Pouwel had learned from reading the reports that material temperature is more important than air temperature in doing the work, that 35° – 40° is best to bond new material to current material; the idea that the cracks are more open in cooler weather allowing more material to fill the cracks than when the temperatures are hot; Robert W. recommended we stop micromanaging Bailey Paving, the professionals, who know what they're doing but he and the other members of the Road Committee will supervise the process; that every year new cracks develop and alligators form so the road needs to be crack sealed and patched every year, and chip sealed according to the appropriate schedule to maintain it so it will last another ten years or more; that crack sealing should last two – four years; Bailey's 5% failure rate from last year was normal according to several paving contractors; the budget contained the funds for the added $1,500; the idea that the pavement is only 2" thick and the substrate is substandard; the GLA has no requirement to pave its roads to county standards, and jack-hammering out the existing pavement and rebuilding the road anew would cost millions of dollars; the suggestion to formulate a comprehensive long-term plan to take care of the roads, and Robert W.'s response that crack sealing and chip sealing the road on a regular basis, as we are currently doing, is the best long-term maintenance plan for the asphalt roads.
Motion carried unanimously.
Action Item: ***Dan – sign the Bailey Paving contract and send to Robert W.***
Action Item: ***Robert W. – Schedule asphalt work to be done with Bailey Paving, inform the board of the schedule and coordinate Road Committee members to oversee the work at the time it is performed.***

3. **Comment Period for Visiting Landowners**

Discussion included the timeline for beginning the crack sealing work; the question of whether we've erred in stipulating the job be done in temperatures 40° or greater since cooler temperatures may be preferable; the suggestion that we let Bailey Paving know we'd prefer the work be done in cooler weather, allowing that they might not be able to adjust their

schedule; the idea of taking before and after pictures; the complaint that this meeting wasn't posted on the website calendar; the suggestion that committee heads be trained to add their meetings to the calendar; the suggestion by Ed that this job be done by a volunteer landowner and Debbie Blais' offer to do so.

4. **Adjournment**
   Dan adjourned the meeting at 7:45 p.m.

5. **Next Board Meeting: August 10, 2015, 7:00 p.m. at St. John's Church.**

From: Robert Branson <[redacted]>
Subject: **Re: [GLA Board List] July 27 Phone Meeting Minutes - Ready for Motion and Vote**
Date: August 8, 2015 2:00:21 PM MDT
To: Alyssa Allen <[redacted]>

I approve. Robert B

From: Ross Brunson <[redacted]>
Subject: **Re: [GLA Board List] July 27 Phone Meeting Minutes - Ready for Motion and Vote**
Date: August 8, 2015 10:52:49 AM MDT
To: Alyssa Allen <[redacted]>

I vote to approve.

On Thu, Aug 6, 2015 at 5:06 PM, Charlotte Haley Mizzi <[redacted]> wrote:

I second the motion and vote yes. Charlotte

From: Pouwel Gelderloos <[redacted]>
Subject: **Re: [GLA Board List] July 27 Phone Meeting Minutes - Ready for Motion and Vote**
Date: August 6, 2015 5:33:48 PM MDT
To: [redacted]
Reply-To: [redacted]

Sorry, I am in favor.
Pouwel

From: "Ed Dobrowski" <[redacted]>
Date: August 7, 2015 9:38:29 PM MDT
To: [redacted]
Subject: **Re: [GLA Board List] July 27 Phone Meeting Minutes - Ready for Motion and Vote**
Reply-To: [redacted]

Approve,

Ed

From: gerald dubiel
Sent: Friday, August 7, 2015 8:34 AM
To: GLA Board
Subject: Re: [GLA Board List] July 27 Phone Meeting Minutes - Ready for Motion and Vote

I approve. Gerald

On Thu, Aug 6, 2015 at 7:23 PM, Paul Ranttalo <[redacted]> wrote:
I approve Paul..

On Thu, Aug 6, 2015 at 5:46 PM, Robert Wallace <[redacted]> wrote:
Approve, Robert W.

On 8/6/2015 10:20 AM, Dan Kehoe wrote:
Approve, Dan

On 8/6/2015 9:01 AM, K Newby wrote:
In favor. Kevin

From: Pouwel Gelderloos <[redacted]>
Subject: **Re: [GLA Board List] July 27 Phone Meeting Minutes - Ready for Motion and Vote**
Date: August 6, 2015 7:09:53 AM MDT
To: [redacted]
Reply-To: [redacted]

I will second the motion.
Pouwel

On Wed, Aug 5, 2015 at 10:43 PM, S. Rudyard Parker <[redacted]> wrote:
Dear Board Members,

I make a motion that we approve the minutes of the July 27 telephone meeting. Can someone second my motion, please. I abstain from voting on the motion since I was not present.

Cheers,
-Rudy Parker
[redacted]

2015-07-27_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors – Special Meeting Agenda

July 27, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order**

2. **Officer and Committee Reports**
   2.1 Road Mgmt Committee Report – RW/PR
      2.2.1 Review Bailey Paving contract with additional mobilization cost for work to be done on NG asphalt

3. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

4. **Adjournment**

2015-08-10_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

August 10, 2015

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1. **Call to Order**
   The meeting was called to order by Dan Kehoe at 7:07 p.m. at St. John's Church.

   PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Rudy Parker (Treasurer), Robert Branson (aka Robert B.), Ed Dobrowski, Gerald Dubiel, Pouwel Gelderloos, Charlotte Mizzi, Kevin Newby, Paul Ranttalo, Robert Wallace (aka Robert W.).
   Absent: Alyssa Allen (Secretary).
   Also attending: Karleen McSherry (Administrative Assistant)
   Landowners: Miriam Barker, Newman Brozovsky, Claudette & Micah Dirkers, Debbie DeGraaf, Kenneth Haug, Leo & Dorothy Keeler, Paula Kehoe, Donna Lash-Andersen, Sally & Chuck Muto, Daniel & Valery O'Connell, Clare Parker, Dennis Riley, Chuck Tanner, Linda Ulrich, Ron Wartman, Ia & Chris Williams, Regina Wunsch.

2. **Commence Special Meeting**
   Dan reviewed the North Glastonbury board vacancy that was created when Janice McCann resigned. Prior to the meeting, four people had expressed intent to be considered for the position: Newman Brozovsky, Kenneth Haug, Valery O'Connell and Chuck Tanner. Each of the candidates was given an opportunity to speak about their background, skills, experience, and interest in serving. Board members and landowners asked questions of each nominee. During the discussion Rudy noted that Chuck Tanner's North Glastonbury property had assessment dues in arrears of almost $900 and that to be considered for the director position all dues would need to be paid. Chuck explained that he hadn't paid the dues because he didn't agree with how the Board is spending the landowner's money. He then wrote a check for the back due amount and gave it to the Treasurer. The board voted by written ballot and the results were counted by Karleen. Dan announced that Newman Brozovsky had received eight votes, Chuck Tanner had garnered two, Kenneth Haug one, and Valery O'Connell zero, and that Newman would be the new board member. The Special Meeting was adjourned at 7:42 p.m.

3. **Commence Regular Monthly Board Meeting**
   Newman took his seat at the board table and the regular meeting was called to order by Dan Kehoe at 7:43 p.m. at St. John's Church.

4. **Set Agenda**

5. **Visiting Landowner Input Period**
   Linda Ulrich brought to the board's attention an outhouse located on Church property in South Glastonbury. Dan explained that the Church property given to the teaching center was not in Glastonbury. Linda and Chuck Tanner expressed dissatisfaction with the growing collection of unmoved cars on a particular property that have begun to encroach upon their view sheds in Glastonbury North. Discussion included the suggestion that they talk with their neighbors or submit a complaint; that the issue of eyesores needs clarification; the need to amend the Covenants regarding nuisances or adopt a specific criteria for nuisances and eyesores; the question of whether the association could build a fence to hide the offensive objects and then bill the landowner for it; that this would not be legal/appropriate for the board to do but with a complaint on file the board could send the landowners a letter from the attorney; the idea that the governing documents give the board discretion but specific criteria are needed so they are applied to everyone equally. Leo Keeler noted the agenda item 9.2 Potential Legal Situation Regarding "GLFPC" Communications that was to be addressed in the closed session of this meeting, and questioned why it wasn't first discussed in public. Discussion included the current practice of bringing attorney client privileged information to the board first and then to the landowners; how policy creation and revision seems to be handled in the same manner - by the board, attorneys and finally landowners as the last step;

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that the attorneys deal with other associations and understand the issues from an informed, broader perspective; the desire for landowners not only to hear from the board and attorneys but also from other landowners in a public forum; the board's desire to have overwhelming support for the changes to the governing documents and the new/revised policies, and if that support isn't there, then to not implement them; the perception that the board is trying to meet a tight timeline rather than giving the members ample opportunity to digest, discuss and offer suggestions of their own regarding the changes; the board's desire to not plod along but move things forward in a timely manner with member input and special meetings; the concern that November is really close and holding to that timeline may not be feasible; the board's commitment to making sure of adequate member input even if it takes until next year to get it done. Chuck Tanner asked newly-appointed board member, Newman, if he is a member of the Church. Dan responded that his question was not appropriate, that religion has no place in board discussions. Chuck believed he had a legal right to ask and expressed his desire for things to change, indicating that last year the board passed a budget that was 9% over projected income; the need to address roads and weeds; the desire for the community to be one cohesive unit; that he would have been a fresh set of eyes and could have been helpful if he had been appointed to the board. He wished Newman well in his new position, threatened to file a lawsuit against the GLA and walked out. Chris Williams read a statement by Debbie Blais regarding the GLA's initiation of a Protective Order legal action against the O'Connell's and a threat to initiate legal action against the GLFPC at landowner's expense and without landowner input. Rudy expressed concern at the amount of misinformation conveyed in the letter and acknowledged that the board did not have the time during this meeting to address all of the errors. The comment period was peppered with unintelligible outbursts by the O'Connell's, who were consistently asked to refrain from talking over other landowners until they were called out of order by Dan.

6. Officer and Committee Reports

6.1 President's Report – DK

6.1.1 Clarification on Meeting Minute Attachments - Skipped

6.1.2 Revised Criteria for Closed Meetings - Skipped

6.1.3 Committee Appointments

Dan noted that Pouwel had expressed interest in serving on the Road & Weed and Governing Documents Committees. Before the board could vote to approve Pouwel to these committees, Valery O'Connell demanded to have an opportunity to speak for three minutes. Daniel O'Connell complained that Leo Keeler had spoken for quite a bit longer than three minutes and that they, the O'Connell's, were not being treated equally. After repeated warnings to the O'Connell's of being out of order, the threat of calling the sheriff, and a hand vote by the landowners that they desired the meeting to continue, it became apparent that the meeting could not be brought to order, so Dan adjourned the meeting.

Note: Agenda items 6.2 through 9.2 were not addressed due to meeting circumstances as described above.

10. Meeting adjourned at 8:10 p.m. to be reconvened by phone on 8/17/2015

11. Next Board Meeting: TBD.

2015-08-10_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 10, 2015 – 7:00 pm

1. **Call to Order (7:00 p.m.)**
2. **Commence Special Meeting to fill NG director position vacated by Janice McCann**
3. **Commence Regular Monthly Board Meeting**
4. **Set Agenda**
5. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
6. **Officer and Committee Reports**
   - 6.1 President's Report – DK
     - 6.1.1 Clarification on Meeting Minute Attachments
     - 6.1.2 Revised Criteria for Closed Meetings
     - 6.1.3 Committee Appointments
   - 6.2 Secretary's Report – AA
     - 6.2.1 July 13 & July 27, 2015 Meeting Minute Written Vote Results
     - 6.2.2 Procedures for Board and Committee Meetings - revised
     - 6.2.3 Planning for Annual Meeting/Elections
     - 6.2.4 Upcoming Mailings
   - 6.3 Treasurer's Reports – RP
     - 6.3.1 Budget Variance, Check & Deposit – July 2015
   - 6.4 Collection Committee Report – DK
   - 6.5 Road and Weed / Mgmt Committee Report – RW
     - 6.5.1 Bailey Paving Update
     - 6.5.2 Knapweed Overgrowth - GD
   - 6.6 Project Review Committee Report – GD / KN
     - 6.6.1 NG 43-1 Naclerio - Shed Project Review Application
     - 6.6.2 Increase to Project Review Application Fees – revised documents – KN
   - 6.7 Communications Committee Report – Robert B.
     - 6.7.1 e-mail Opt-in Consent Form
   - 6.8 Technology Committee Report – Ross
     - 6.8.1 Implementation of e-mail Program
     - 6.8.2 Implementation of Ticketing System
     - 6.8.3 Debbie Blais & Kevin Newby Updating Calendar
   - 6.9 Governing Documents Committee Report – DK / CM
   - 6.10 Community Property Committee Report – CM
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
9. **Closed Session (9:30 p.m.)**
   - 9.1 Current Litigation with O'Connells - Update
   - 9.2 Potential Legal Situation Regarding "GLFPC" Communications
10. **Adjournment (10:00 p.m.)**
11. **Next Board Meeting: September 14, 2015**

2015-08-17_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

August 17, 2015

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**

The meeting was called to order by Dan Kehoe at 7:14 p.m. via phone conference.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Rudy Parker (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Newman Brozovsky, Ed Dobrowski, Gerald Dubiel, Pouwel Gelderloos, Charlotte Mizzi, Kevin Newby, Paul Ranttalo, Robert Wallace (aka Robert W.).
Also attending: Karleen McSherry (Administrative Assistant).
Landowners: Miriam Barker, Leo Keeler, Donna Lash-Andersen, Sally Muto, Dan & Valery O'Connell, Wendy Riley, Ronald Wartman, Regina Wunsch. Several unidentified landowners were also on the call.

2. **Set Agenda**

Alyssa asked that the item "Clarification on Meeting Minute Attachments" that was on the August 10th agenda be added as 3.1.3. She also explained that the e-mail vote of the August 10th meeting minutes was not complete and asked that the board vote on those minutes as part of this meeting. That item was added to the Secretary's Report.

3. **Officer and Committee Reports**

3.1 President's Report – DK

3.1.1 Revised Criteria for Closed Meetings

Dan explained that the purpose of the proposed criteria is not to move to a less inclusive form of board or committee meeting but rather to clarify and limit the times the board can choose to hold closed meetings. In March, spurred by a landowner's inquiry regarding the board's criteria for closed meetings, board members researched the issue. Using information from the Montana State Constitution, Montana Code Annotated, our attorney's review, and the framework of Colorado and California's state laws that are more explicit than Montana law, the board formulated a policy that was sent to landowners for 30-day review. People commented and the criteria were revised based on member input. Dan further explained that closed meetings are primarily informational, currently mostly to share with board members updates regarding lawsuits and other attorney client privileged communications. One of the goals in having written criteria is to make it easier for landowners coming onto the board to become educated quickly regarding how and why things are done. It is not easy to get up to speed in the new role with all of its responsibilities, so having written criteria such as this makes it easier for landowners to believe they can run for the board. It provides a point to consistently act from and therefore is defensible in court. The current draft has a change prompted by input from Leo Keeler regarding number 4. It was noted that point number 5 had been deleted since it was unnecessary, could be handled by the webmaster, and its wording troubled some members. **Motion**: Robert W. motioned and Rudy seconded to accept the August 18, 2015 revised version of the Criteria for Closed Meetings. Discussion included the idea that actions such as decisions for attorneys or to send a landowner who is out of line with the covenants a cease and desist order could be taken during a closed session and the need to reflect any actions taken in the minutes; however, taking action to sue someone would not be something the board would do on their own without landowner consent; the concern that closed sessions go against the transparency members desire; the counter that rules aren't made just for one case but for a broad spectrum of issues and there are legitimate reasons to have closed sessions such as dealing with employment law, which prohibits public disclosure of employee issues, and libelous accusations of a member that might ruin a person's reputation within the

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community if discussed publicly; the fact that board members are not considered public officials and therefore should not be subjected to diminished privacy rights, e.g., having misquoted and out-of-context statements distributed to members and/or posted on public websites. **Motion carried.** (10 in favor; 1 opposed – Ed; 1 abstention – Kevin).

3.1.2 Committee Appointments

Motion: Kevin motioned and Gerald seconded to appoint Pouwel to serve on the Governing Documents and Road & Weed Committees. **Motion carried unanimously. Motion:** Charlotte motioned and Kevin seconded to appoint Rudy to both serve on and chair the Collections and Budget Committees. **Motion carried unanimously. Motion:** Kevin motioned and Paul seconded to appoint Ed to serve on the Project Review Committee. **Motion carried unanimously.**

3.1.3. Clarification on Meeting Minute Attachments

The board decides what is and is not attached to meeting minutes because they are accountable and liable for the content. In the past, the board had not formally decided about the accounting reports to be attached to the minutes. **Motion:** Rudy motioned and Robert W. seconded to attach on a regular basis to any regular board of director's meeting minutes three accounting reports – P/L Cash Basis, Balance Sheet Accrual and Budget. **Motion carried unanimously.** (11 in favor; Ross was no longer on the call).

3.2 Secretary's Report – AA

3.2.1 July 13 & July 27, 2015 Meeting Minute Written Vote Results; August 10, 2015 Meeting Minutes

Motion: Rudy motioned and Charlotte seconded to approve the August 10, 2015 meeting minutes as written. **Motion carried unanimously.** (11 in favor). Alyssa reported on the results of the July meeting minutes e-mail votes. For the July 13, 2015 meeting minutes, Rudy motioned and Ross seconded to approve them as written and the motion carried unanimously. For the July 27, 2015 meeting minutes, Rudy motioned and Pouwel seconded to approve them as written and the motion carried with 10 in favor and 1 abstention.

3.2.2 Procedures for Board and Committee Meetings – revised

Alyssa reviewed the latest draft of the procedure for meetings that had been e-mailed to the board and included in their packets the previous week. Since the Board Meeting section didn't have corrections, attention was focused on the Committee Meeting section. With regard to contacting landowners for committee meetings it was suggested to include a list of potential means of doing so such as phone call, e-mail or in person and that it be done by the committee chair or the administrative assistant. Discussion ensued regarding the responsibility or lack thereof involved in committing to alerting landowners to meetings and the need to stress that if they were unreachable there would be no follow-up. Several board members questioned whether it wasn't in fact landowner's responsibility to check the calendar but Dan suggested that the board didn't want continued bad press by landowners desiring to attend meetings that were not posted. The best solution would be two pronged – improving calendar postings and using a proactive approach by contacting people. It was noted that not only do board members not have time to call or e-mail 20+ people but also if committee chairs send e-mails then their board addresses become public. It was suggested that it would be better to have the Secretary or administrative assistant send the announcement from the

info account. Alyssa stated that contacting people was especially important when a meeting would be canceled or changed in some way because people wouldn't necessarily think to look at the calendar for updates. Ed questioned whether this procedure for meetings would still allow board members to add items to the agenda, and stated that three days is not enough time to get an agenda and conduct any research that might be required. Dan confirmed that the procedure would still allow board members to add agenda items, and agreed to try to get the meeting agenda to board members sooner.
Action Item: ***Alyssa – edit procedure based on input received and resend to board.***

3.2.3 Planning for Annual Meeting/Elections
Every board member is on the Elections Committee and there is a need for someone to volunteer to oversee and manage the election process. In the past Denise created guidelines to be followed; Charlene Murphy also helped and might be willing to do so again. Dan explained that the Committee needs a chair, the procedures are straightforward, albeit time consuming, and involve setting up subcommittees, calling people and following up to make sure things are getting done. Pouwel agreed to take on the role as long as his trip out of town for two weeks in October was not seen as an impediment to him fulfilling the requirements of the job. **Motion:** Charlotte motioned and Robert W. seconded to appoint Pouwel as chair of this year's Election Committee. **Motion carried unanimously.** (11 in favor).

3.2.4 Upcoming Mailings
Alyssa reported that there are a number of mailings coming up and any assistance in putting them together will be needed. Some of the upcoming mailings would include information about the November election, the e-mail opt-in consent form; the proposed changes to the project review application fee; the proposed changes to the governing documents; new and revised policies, etc.

3.3 Treasurer's Reports – RP

3.3.1 Budget Variance, Check & Deposit – July 2015
Rudy reported having had a meeting with Janice on July 25th to receive the Treasurer's laptop and files as well as training regarding his new responsibilities. So far he has reconciled bank statements, made deposits and run reports. Currently there is $188,000 on hand with one long-term liability – the road loan at $30,000. According the board's decision earlier this year, he doubled this month's payment sending the bank $15,000 so that only $15,000 remains. Dan reminded Rudy that there is $7,500 in the emergency loan reserve that can be used to double the final payment in November to pay the loan off entirely. Dan also noted that the $12,227 in construction bonds collected from landowners for their building projects is untouchable money and eventually needs to be returned to the landowners. Rudy reported that the association had only spent $28,000 in expenditures at this point in the year, not including the loan payments, which do not show up on the Profit-Loss Statement. It was noted that the bills for spring grading had not yet come in. Robert W. reminded Rudy that there would be fall grading and crack sealing still to be paid. Rudy explained that the GLA had to date spent only 25% of its allotted $114,000 in expenditures even though the year was 60% through. No category had been overspent. Rudy noted that the current lawsuits were covered by insurance and that only $1,200 had so far been spent of the $6,100 in litigation fees; Debbie Blais had been making calls to landowners in arrears and some larger payments

had come in from accounts that had been past due; some people made payments directly to the Bank of the Rockies which made it difficult to trace who the money had come from; that finding a bookkeeper who could enter payments and make deposits was a priority; and that he had finished the paperwork to be able to sign checks and was waiting for a new debit card. **Motion:** Robert W. motioned and Charlotte seconded to accept the Treasurer's reports. **Motion carried unanimously.** (11 in favor).

3.4 Collection Committee Reports – DK

Dan reported his communications with Rick Landers, a lawyer who specializes in collection procedures. Rick had agreed to charge the GLA $200/hour rather than his normal fee of $225/hour. Dan asked the board to approve the legal committee communicating with Rick to go over collection procedures and answer six questions pertaining to difficult collection situations the association was currently facing including the issue of foreclosing on properties with long-standing delinquent dues. He estimated the time needed to be 5-10 hours and stressed the importance of legal review of the procedures to be undertaken especially since Covenant 11.06, Effect of Non-Payment of Assessment, states that "The Association may bring an action at law against a Landowner to collect delinquent assessments, penalties and interest and/or to foreclose on the lien against the parcel…" and that the current procedure doesn't spell out the final steps. Unless the full procedure is spelled out, if the GLA were to go to court, the case would be thrown out and the GLA would not be able to collect the overdue assessments. **Motion:** Rudy motioned and Robert W. seconded to meet with Rick Landers at $200/hour for 5-10 hours for a total of $1,000-$2,000. Discussion included identifying that the money to pay for this would come out of the budget line "Legal Fees, General Advice;" that after meeting with the attorney, the procedure would go to the board to approve the version to go to the landowners, then to the landowners for a 30-day review, edited based on feedback, and then back to the board for a final vote. Discussion addressed the concern of board members not wanting to foreclose on properties for unpaid assessments. The counter-arguments were that sending out a procedure indicating the possibility of foreclosure might cause delinquent landowners to view the GLA as serious about collecting fees and find a way to pay to avoid it; that the association had huge bills for repair and maintenance of roads that could use the money; that the landowners had made clear that outstanding debt was not acceptable and unfair to those who did pay; that the board would have leeway to foreclose or not, and would likely choose not to take legal action in some circumstances such as if the property were mortgaged and the bank would claim all proceeds from the foreclosure; that the association had the obligation to collect past due assessments and what was being proposed was the criteria spelling out how it would be done, setting up the association for success if the organization felt the need to go as far as foreclosure. A number of directors expressed the preference for reporting past due accounts to a credit agency, which, as reported by Dan, other organizations had adopted and had seen collections improve by 40%. Dan explained that this would be a free step for the GLA with the potential for bringing in quite of bit of money, but that it was not currently a part of the association's collection procedure. Getting help from the attorney in adding it and then noticing the landowners about it in the written procedure was part of the reason for the motion. **Motion carried.** (8 in favor, 2 abstentions – Robert W. and Ed; Newman was no longer on the call). Note that Pouwel voted "yes" with the stipulation that he reserved the right to reject the lawyer's advice.

3.5 Road and Weed / Mgmt Committee Report – RW

3.5.1 Bailey Paving Update

After last month's board meeting, Dan signed and sent out the Bailey Paving bid to crack seal NG roads. Robert called and confirmed that we are on their schedule for early September, which conforms to our preference for the work to be done in cooler weather. Robert W. asked that Bailey Paving call him when they are preparing to come so he and others can supervise the work.

Kevin gave an update regarding Dry Creek Road. He had spoken with Parks Frady in early August and confirmed that we are still on for crack sealing this month, the County will clean out two culverts, signs will likely be put up in September, they will fix the one remaining pothole, and are going to look at the issue of standing water on the blind curve. Regarding the NG guardrail that was taken out by two accidents on January 1st of this year, Kevin reported that this week the GLA had received a check from Allstate to cover the cost of the bid to replace the guardrail by Mountain West Holding out of Billings, who does guardrail replacement for the state and has promised to do the work on the NG hill before snow falls. With one week's notice Paul has agreed to remove the boulders currently in place to protect drivers in lieu of a guardrail. Robert W. thanked Kevin for his diligent follow-through on both of these issues.

3.5.2 Knapweed Overgrowth – GD

Gerald reported that the GLA has taken care of weeds on the road easements but weed overgrowth is present on numerous individual private properties. After conducting research, Gerald suggested the GLA consider stopping spraying and engage in regular weed-whacking instead. It is his understanding that consistently cutting and pulling may take five years to eliminate the weed problem but eventually the weeds get the message and stop growing. Dan reported on his research that what has worked best in the National Forest around Missoula is the introduction of a knapweed-eating weevil that survives Montana winters and returns year after year. These larvae eat the roots of knapweed and harm no other growth. He agreed to put information about this on the website.

Robert W. announced the next Road Committee meeting would be on Tuesday, August 25, 2015 at 7:00 in the Liberty Hall kitchen in North Glastonbury.
Action Item: ***Dan – put information about weed-eating weevils on the website.***

3.6 Project Review Committee Report – GD / KN

3.6.1 NG 43-1 Naclerio - Shed Project Review Application

Gerald reported that he visited the Naclerio property on August 9th. The 25 ft. setback from the property line was met. After the August 10th board meeting Ron Wartman had expressed concern regarding the number of items stored on the property boundary he shares with the Naclerios, and their effect on his view. Ron subsequently sent two communications to the board detailing the issues. Kevin reported visiting Peter Naclerio to convey Mr. Wartman's concerns but Mr. Naclerio was not inclined to change the shed's location. Kevin also noted that both landowners are bitter toward each other because of past conflicts. Ron Wartman spoke about his concerns and desire for the items on the boundary that he looks down on to be screened by trees. Discussion included whether the board is justified in disapproving a project for an overlooking viewshed issue when all the regulations have been met; that only commercial items are required to be screened; the question of whether the board has the discretion to engage in visuals

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management; and the recommendation that Ron write to the Naclerio's suggesting they screen their boundary items with a row of trees. **Motion:** Gerald motioned and Kevin seconded to approve the project with no conditions because the setbacks were met and the shed would be put on the land without disturbing the ground or needing any utilities. **Motion carried unanimously.** (10 in favor).

3.6.2 Increase to Project Review Application Fees – revised documents – KN
Kevin had previously sent to the board the proposed wording for the increased Project Review application fees. **Motion:** Kevin motioned and Ed seconded to send the new wording for the proposed fee increase out to landowners for a 30-day review. **Motion carried unanimously.** (10 in favor).
Action Item: ***Communications Committee & Kevin – produce a document describing the proposed application fee change to be mailed to the membership.***

3.7 Communications Committee Report – Robert B.

3.7.1 e-mail Opt-in Consent Form
Robert B. announced that the Communication Committee meeting previously schedule for August 20th was put back a week until August 27th. Alyssa will resend the notice of the meeting with the new date. Everything else will stay the same. Robert B. presented the final version of the e-mail Opt-in Form that Alyssa worked on and sent previously to the board. **Motion:** Robert B. motioned and Robert W. seconded to send this form to the landowners to sign after any needed attorney input had been incorporated. Discussion included the need to verify people, to assign each one a unique code similar to the method used for the landowner survey. **Motion carried unanimously.** (10 in favor).
Action Item: ***Alyssa – resend CC meeting notice with new date.***

3.8 Technology Committee Report – Ross
Because Ross had another engagement and was no longer on the phone, Dan tabled the first two items in this section.

3.8.1 Implementation of e-mail Program – Tabled

3.8.2 Implementation of Ticketing System – Tabled

3.8.3 Debbie Blais & Kevin Newby Updating Calendar
It was noted that Kevin and Debbie Blais are now updating the calendar. Kevin had nothing to report. Alyssa asked committee chairs to send their committee meeting information to Kevin and Debbie at calendarupdates@glamontana.org.

3.9 Governing Documents Committee Report – DK / CM
Dan reported that the committee sent proposed changes regarding the governing documents to the attorney on July 9th and they still haven't heard back. They will put pressure on the attorney to respond but if they don't hear anything by this Friday, they will send the proposed changes out to the board.

3.10 Community Property Committee Report – CM
Charlotte reported that the Community Property Committee met and proposed to purchase gravel for a parking lot and paint for the building by the soccer field. She calculated that the recreation area budget reflected a lower amount ($147) spent on utilities to date that could be used to cover the cost of part of the project. She questioned whether there would be extra money from somewhere else to pay for 20 yards of gravel. Pouwel suggested the weeds would need to be eliminated before the gravel for the

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parking lot could be laid. Dan recommended that the committee paint now with the available budget and put down gravel when the roads are graded and graveled in the fall. It was decided that no motion was needed to buy paint because the money for it was in the budget but a motion would be needed in the fall to allot funds to cover the cost of the gravel. Paul asked that the corners of the parking lot be flagged and volunteered to pull the weeds with his backhoe. The next meeting of the Community Property Committee will be September 10th at 7:00 at 60 Taurus Road in NG.

4. **UNFINISHED BUSINESS**

5. **NEW BUSINESS**

6. **Visiting Landowner Input Period**
Dan unmuted individual numbers and asked each landowner for input. Most indicated they had nothing to say. Leo Keeler asked if it was the proper time to ask to be invited to the meeting with the attorney regarding collections. Dan indicated he would run the request by the attorney to see if it was appropriate in relation to attorney/client privilege. Leo also reiterated his concern that the board was rushing through the process of changing the governing documents in order to meet the deadline of a November member vote. Regina Wunsch said that she could explain to Rudy why liabilities aren't posted on the P/L and that she would contact her CPA as one person to look at to fill the bookkeeper/accountant position.

The regular meeting adjourned at 10:24 p.m. Board members were instructed to leave the call and dial-in to a different number for the closed session. Dan was unable to find the moderator call-in code and e-mailed everyone postponing the closed session to a future date. The items below were not covered in this meeting.

7. **Closed Session**
7.1 Current Litigation with O'Connells – Update – Postponed to a later date

7.2 Potential Legal Situation Regarding "GLFPC" Communications – Postponed to a later date

8. **Adjournment**

9. **Next Board Meeting: September 14, 2015, by phone**

From: gerald dubiel [redacted]
Subject: **Re: [GLA Board List] August 17 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 9, 2015 8:31:28 AM MDT
To: GLA Board <[redacted]>
Reply-To: [redacted]

I approve.

Gerald

On Tue, Sep 8, 2015 at 10:17 PM, Ed Dobrowski <[redacted]> wrote:

I approve.

Ed

From: K Newby
Sent: Tuesday, September 8, 2015 5:50 PM
To: [redacted]
Subject: Re: [GLA Board List] August 17 Board Meeting Minutes - Ready for Motion and Vote

I approve and thought I already did so. Confused. O well. Kevin

From: "S. Rudyard Parker" <[redacted]>
Subject: **Re: [GLA Board List] August 17 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 2, 2015 1:21:34 PM MDT
To: [redacted]
Reply-To: [redacted]

I vote to approve the motion.

Cheers,
-Rudy Parker
406-223-4442

From: Ross Brunson [redacted]
Subject: **Re: [GLA Board List] August 17 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 2, 2015 12:54:55 PM MDT
To: [redacted]
Reply-To: [redacted]

I vote Aye.

From: Robert Wallace [redacted]
Subject: **Re: [GLA Board List] August 17 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 2, 2015 8:46:30 PM MDT
To: [redacted]
Reply-To: [redacted]

I vote yes for the Aug. 17th minutes.
Robert W.

On 9/2/2015 11:56 AM, Charlotte Haley Mizzi wrote:

> I vote yes for the Aug. 17th minutes

> On Wed, Sep 2, 2015 at 11:16 AM, Dan Kehoe [redacted] wrote:
> I vote Yes. Daniel
>
> > On 9/2/2015 11:09 AM, Robert Branson wrote:
> > I second the motion to approve the minutes of 8-17-15 . and vote yes for approval. Robert B
> >
> > On Wed, Sep 2, 2015 at 10:40 AM, Paul Rantalo [redacted] wrote:
> > I motion to approve and vote yes..Paul

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Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 17, 2015 – 7:00 pm

(to be held by conference call)

1. **Resumption of August 10, 2015 board meeting (7:00 p.m.)**

2. **Set Agenda**

3. **Officer and Committee Reports**
   - 3.1 President's Report – DK
     - 3.1.1 Revised Criteria for Closed Meetings
     - 3.1.2 Committee Appointments
   - 3.2 Secretary's Report – AA
     - 3.2.1 July 13 & July 27, 2015 Meeting Minute Written Vote Results
     - 3.2.2 Procedures for Board and Committee Meetings - revised
     - 3.2.3 Planning for Annual Meeting/Elections
     - 3.2.4 Upcoming Mailings
   - 3.3 Treasurer's Reports – RP
     - 3.3.1 Budget Variance, Check & Deposit – July 2015
   - 3.4 Collection Committee Report – DK
   - 3.5 Road and Weed / Mgmt Committee Report – RW
     - 3.5.1 Bailey Paving Update
     - 3.5.2 Knapweed Overgrowth - GD
   - 3.6 Project Review Committee Report – GD / KN
     - 3.6.1 NG 43-1 Naclerio - Shed Project Review Application
     - 3.6.2 Increase to Project Review Application Fees – revised documents – KN
   - 3.7 Communications Committee Report – Robert B.
     - 3.7.1 e-mail Opt-in Consent Form
   - 3.8 Technology Committee Report – Ross
     - 3.8.1 Implementation of e-mail Program
     - 3.8.2 Implementation of Ticketing System
     - 3.8.3 Debbie Blais & Kevin Newby Updating Calendar
   - 3.9 Governing Documents Committee Report – DK / CM
   - 3.10 Community Property Committee Report – CM

4. **UNFINISHED BUSINESS**

5. **NEW BUSINESS**

6. **Visiting Landowner Input Period** – (As time allows. Limited to 3 minutes per owner)

7. **Closed Session (9:20 p.m.)**
   - 7.1 Current Litigation with O'Connells - Update
   - 7.2 Potential Legal Situation Regarding "GLFPC" Communications

8. **Adjournment (10:00 p.m.)**

9. **Next Board Meeting (by phone): September 14, 2015**

Glastonbury Landowners Association
Profit & Loss Budget Performance
August 2015

	Jan - Aug 15	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
110 · Land Assessments				
110.12 · Land Assessments 2012	2,581.48			
110.13 · Land Assessments 2013	613.23			
110.14 · Land Assessments 2014	2,002.70			
110.15 · Land Assessments 2015	58,612.33	72,160.00	81.23%	72,160.00
Total 110 · Land Assessments	63,809.74	72,160.00	88.43%	72,160.00
120 · Dwelling Assessments				
120.12 · Dwelling Assessments 2012	1,040.13			
120.13 · Dwelling Assessments 2013	232.28			
120.14 · Dwelling Assessments 2014	1,826.75			
120.15 · Dwelling Assessments 2015	38,822.34	49,170.00	78.96%	49,170.00
Total 120 · Dwelling Assessments	41,921.50	49,170.00	85.26%	49,170.00
150 · Golden Age Village Income	5,147.46	10,295.00	50.0%	10,295.00
170 · Finance Ch Income- Past Due Ass	3,358.11			
171 · 6% Penalty Income	2.27			
180 · 2009 Chip Seal Assessment	108.50			
181 · Bad Debt	-4,169.94			
Total 100 · Parcel Assessment Fees	110,177.64	131,625.00	83.71%	131,625.00
200 · Project Review Fees				
201 · Application Fees	245.00			
210 · Structure Imp. & Proc.Fees	2,377.50			
215 · Well/Septic Imp. & Proc. Fees	555.00			
220 · Road/Driveway Imp. & Proc. Fees	225.00			
250 · Mileage Impact Fees	305.00			
Total 200 · Project Review Fees	3,707.50			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	148.25			
450 · Donation Income	79.80			
490 · Returned Check Charges	5.00			
Total 400 · Other Gen Fund Income	233.05			
Total Income	114,118.19	131,625.00	86.7%	131,625.00
Gross Profit	114,118.19	131,625.00	86.7%	131,625.00
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	349.00	2,000.00	17.45%	2,000.00
1011 · Equipment Rental	770.00	2,600.00	29.62%	2,600.00
1012 · Snow Fences	0.00	200.00	0.0%	200.00
1013 · Sand	0.00	600.00	0.0%	600.00
1015 · Payroll Costs				
1016 · Wages Paid Snow				
1016a · Wages Paid Plowing	1,155.00			
1016b · Wages Paid Sanding	357.50			
1016 · Wages Paid Snow - Other	0.00	8,500.00	0.0%	8,500.00
Total 1016 · Wages Paid Snow	1,512.50	8,500.00	17.79%	8,500.00
1016c · Wages Paid Sand Loading	40.00			
1016d · Wages Paid Snow Fence	210.00	1,000.00	21.0%	1,000.00
1018a · Payroll Software	8.00			
1019 · Workers' Compensation Insurance	914.75			
1019a · Employ.Practice Liability Ins	1,085.00			
Total 1015 · Payroll Costs	3,770.25	9,500.00	39.68%	9,500.00
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	740.00	698.00	106.02%	698.00
1024 · Truck Maintenance	0.00	3,500.00	0.0%	3,500.00
1025 · Fuel	429.93	2,500.00	17.2%	2,500.00
1026 · Wages Truck Maintenance	390.00	1,000.00	39.0%	1,000.00
Total 1020 · Equipment Costs	1,559.93	7,698.00	20.26%	7,698.00
Total 1000 · Snow Removal	6,449.18	22,598.00	28.54%	22,598.00
1030 · Road Maintenance				
1031 · Weed Control	0.00	2,500.00	0.0%	2,500.00
1032 · Roadside Mowing	0.00	1,300.00	0.0%	1,300.00
1035-A · Grading & Gravel NG				
1035d · Caspari Way East	1,130.00			
1035-A · Grading & Gravel NG - Other	0.00	12,250.00	0.0%	12,250.00

Glastonbury Landowners Association
Profit & Loss Budget Performance
August 2015

	Jan - Aug 15	YTD Budget	% of Budget	Annual Budget
Total 1035-A · Grading & Gravel NG	1,130.00	12,250.00	9.22%	12,250.00
1035-B · Paved Road Costs NG	0.00	4,000.00	0.0%	4,000.00
1036 · Grading & Gravel SG				
1036b · Arcturus Drive	100.00			
1036 · Grading & Gravel SG - Other	0.00	16,250.00	0.0%	16,250.00
Total 1036 · Grading & Gravel SG	100.00	16,250.00	0.62%	16,250.00
1045 · Signs, Posts, Etc	154.08	900.00	17.12%	900.00
1046 · Insurance - Roads/Common Land	5,472.16	5,496.00	99.53%	5,496.00
1030 · Road Maintenance - Other	150.00			
Total 1030 · Road Maintenance	7,006.24	42,696.00	16.41%	42,696.00
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	191.52	400.00	47.88%	400.00
1220 · Sprinkler Maintenance	339.00	150.00	226.0%	150.00
1230 · Lawn Mowing/Gas	127.58	150.00	85.05%	150.00
1240 · Mower Maintenance	44.04	250.00	17.62%	250.00
Total 1200 · Parkland/Recreation Center	702.14	950.00	73.91%	950.00
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	192.50	1,400.00	13.75%	1,400.00
1310b · Litigation Initiated	0.00	3,000.00	0.0%	3,000.00
Total 1310 · Legal Costs	192.50	4,400.00	4.38%	4,400.00
1312 · Document Production-Wages Paid	835.00	1,700.00	49.12%	1,700.00
Total 1300 · Litigation	1,027.50	6,100.00	16.84%	6,100.00
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	0.00	300.00	0.0%	300.00
2010 · Administrative Expense				
2010b · Administrative Costs-Wages Paid	6,623.50			
2010c · Mileage Reimbursement	76.16			
2010 · Administrative Expense - Other	0.00	12,275.00	0.0%	12,275.00
Total 2010 · Administrative Expense	6,699.66	12,275.00	54.58%	12,275.00
2011 · Project Review Wages	393.25			
2012 · Miscellaneous Fees	127.54			
2016 · Insurance - Board Liability	0.00	2,700.00	0.0%	2,700.00
2017 · Legal Fees-General Advice	1,105.00	5,000.00	22.1%	5,000.00
2018 · Licenses & Annual Reporting	15.00	100.00	15.0%	100.00
2019 · Lien Filing Costs	5.00	300.00	1.67%	300.00
2020 · Management Expense	0.00	12,275.00	0.0%	12,275.00
2022 · Payroll Costs Office	2.00			
2023 · Payroll Taxes All	980.63			
2050 · Office Supplies				
2050a · Admin Office Supplies	1,035.86			
2050 · Office Supplies - Other	108.39	800.00	13.55%	800.00
Total 2050 · Office Supplies	1,144.25	800.00	143.03%	800.00
2052 · Postage & Shipping	1,119.42	2,000.00	55.97%	2,000.00
2055 · Printing & Copies	290.08	1,500.00	19.34%	1,500.00
2060 · Rent - Facilities	690.00	1,275.00	69.6%	1,275.00
2062 · Rent - PO Box & Safe Dep Box	107.50	160.00	67.19%	160.00
2066 · Software Costs				
2066a · Drop Box	39.96			
2066b · Quickbooks	4.00			
2066 · Software Costs - Other	148.92	650.00	22.91%	650.00
Total 2066 · Software Costs	192.88	650.00	29.67%	650.00
2070 · Taxes - Property	314.50	325.00	96.77%	325.00
2080 · Telephone & Messaging	119.60			
2090 · Website Costs	0.00	2,200.00	0.0%	2,200.00
2095 · Internet	76.20			
2096 · Annual Mtg Refreshments	0.00	200.00	0.0%	200.00
Total 2000 · Overhead/Admin Costs	13,582.51	42,060.00	32.29%	42,060.00
Total Expense	28,797.57	114,406.00	25.15%	114,406.00
Net Ordinary Income	85,350.62	17,219.00	495.68%	17,219.00
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	95.77	80.00	119.71%	80.00
Total Other Income	95.77	80.00	119.71%	80.00

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Glastonbury Landowners Association
Profit & Loss Budget Performance
August 2015

	Jan - Aug 15	YTD Budget	% of Budget	Annual Budget
Other Expense				
6000 · Interest Expense	1,700.71	4,800.00	35.43%	4,800.00
Total Other Expense	1,700.71	4,800.00	35.43%	4,800.00
Net Other Income	-1,604.94	-4,720.00	34.0%	-4,720.00
Net Income	83,745.58	12,499.00	670.02%	12,499.00

Glastonbury Landowners Association
Profit & Loss
January 1 through August 9, 2015

		Jan 1 - Aug 9, 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.12 · Land Assessments 2012	2,581.48	
110.13 · Land Assessments 2013	613.23	
110.14 · Land Assessments 2014	2,002.70	
110.15 · Land Assessments 2015	58,612.33	
Total 110 · Land Assessments		63,809.74
120 · Dwelling Assessments		
120.12 · Dwelling Assessments 2012	1,040.13	
120.13 · Dwelling Assessments 2013	232.28	
120.14 · Dwelling Assessments 2014	1,826.75	
120.15 · Dwelling Assessments 2015	38,822.34	
Total 120 · Dwelling Assessments		41,921.50
150 · Golden Age Village Income		5,147.46
170 · Finance Ch Income- Past Due Ass		3,358.11
171 · 5% Penalty Income		2.27
180 · 2009 Chip Seal Assessment		108.50
191 · Bad Debt		-4,169.94
Total 100 · Parcel Assessment Fees		110,177.64
200 · Project Review Fees		
201 · Application Fees		245.00
210 · Structure Imp. & Proc.Fees		2,377.50
215 · Well/Septic Imp. & Proc. Fees		555.00
220 · Road/Driveway Imp. & Proc. Fees		225.00
250 · Mileage Impact Fees		305.00
Total 200 · Project Review Fees		3,707.50
400 · Other Gen Fund Income		
401 · Lien Fees Paid		148.25
450 · Donation Income		79.80
490 · Returned Check Charges		5.00
Total 400 · Other Gen Fund Income		233.05
Total Income		114,118.19
Gross Profit		114,118.19
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		349.00
1011 · Equipment Rental		770.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	1,155.00	
1016b · Wages Paid Sanding	357.50	
Total 1016 · Wages Paid Snow		1,512.50
1016c · Wages Paid Sand Loading		40.00
1016d · Wages Paid Snow Fence		210.00
1018a · Payroll Software		8.00
1019 · Workers' Compensation Insura...		914.75
1019a · Employ.Practice Liability Ins.		1,085.00
Total 1015 · Payroll Costs		3,770.25
1020 · Equipment Costs		
1021 · Truck Registration & Insurance		740.00
1025 · Fuel		429.93
1026 · Wages Truck Maintenance		390.00
Total 1020 · Equipment Costs		1,559.93

Glastonbury Landowners Association
Profit & Loss
January 1 through August 9, 2015

	Jan 1 - Aug 9, 15	
Total 1000 · Snow Removal		6,449.16
1030 · Road Maintenance		
1035-A · Grading & Gravel NG		
1035d · Caspari Way East	1,130.00	
Total 1035-A · Grading & Gravel NG		1,130.00
1036 · Grading & Gravel SG		
1036b · Arcturus Drive	100.00	
Total 1036 · Grading & Gravel SG		100.00
1045 · Signs, Posts, Etc		154.08
1046 · Insurance - Roads/Common Land		5,472.16
1030 · Road Maintenance - Other		150.00
Total 1030 · Road Maintenance		7,006.24
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		191.52
1220 · Sprinkler Maintenance		339.00
1230 · Lawn Mowing/Gas		127.58
1240 · Mower Maintenance		44.04
Total 1200 · Parkland/Recreation Center		702.14
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	192.50	
Total 1310 · Legal Costs		192.50
1312 · Document Production-Wages Paid		835.00
Total 1300 · Litigation		1,027.50
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	6,623.50	
2010c · Mileage Reimbursement	76.16	
Total 2010 · Administrative Expense		6,699.66
2011 · Project Review Wages		393.25
2012 · Miscellaneous Fees		127.54
2017 · Legal Fees-General Advice		1,105.00
2018 · Licenses & Annual Reporting		15.00
2019 · Lien Filing Costs		5.00
2022 · Payroll Costs Office		2.00
2023 · Payroll Taxes All		980.63
2050 · Office Supplies		
2050a · Admin Office Supplies	1,035.86	
2050 · Office Supplies - Other	108.39	
Total 2050 · Office Supplies		1,144.25
2052 · Postage & Shipping		1,119.42
2055 · Printing & Copies		290.08
2060 · Rent - Facilities		890.00
2062 · Rent - PO Box & Safe Dep Box		107.50
2066 · Software Costs		
2066a · Drop Box	39.96	
2066b · Quickbooks	4.00	
2066 · Software Costs - Other	148.92	
Total 2066 · Software Costs		192.88
2070 · Taxes - Property		314.50
2080 · Telephone & Messaging		119.60
2095 · Internet		76.20
Total 2000 · Overhead/Admin Costs		13,582.51
Total Expense		28,767.57

Glastonbury Landowners Association
Profit & Loss
January 1 through August 9, 2015

	Jan 1 - Aug 9, 15
Net Ordinary Income	85,350.62
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	95.77
Total Other Income	95.77
Other Expense	
6000 · Interest Expense	1,700.71
Total Other Expense	1,700.71
Net Other Income	-1,604.94
Net Income	**83,745.68**

Glastonbury Landowners Association
Balance Sheet
As of August 9, 2015

	Aug 9, 15
ASSETS	
Current Assets	
Checking/Savings	
002 · Bank of the Rockies Checking	1,446.16
003 · Savings Account	
004 · Savings Gen Operating Accnt	98,018.70
010 · Construction Bond Reserve C...	12,227.00
011 · Emergency Loan Reserve	7,500.00
012 · Digitizing Reserve Cash	2,181.31
013 · NG Chip Seal Reserve Cash	344.98
014a · NG Road Reserve Cash	13,312.19
014b · SG Road Reserve Cash	23,716.17
015 · Lawsuit Reserve Cash	30,000.00
003 · Savings Account - Other	31.08
Total 003 · Savings Account	187,331.43
Total Checking/Savings	188,777.59
Accounts Receivable	
Accounts Receivable	265,208.27
Total Accounts Receivable	265,208.27
Other Current Assets	
Petty Cash	115.21
Total Other Current Assets	115.21
Total Current Assets	454,101.07
Fixed Assets	
Furniture and Equipment	918.99
Total Fixed Assets	918.99
TOTAL ASSETS	**455,020.06**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	691.43
Total Accounts Payable	691.43
Other Current Liabilities	
Construction Bonds Held by GLA	12,247.00
Payroll Liabilities	611.52
Total Other Current Liabilities	12,858.52
Total Current Liabilities	13,549.95
Long Term Liabilities	
Bank of the Rockies Loan	29,011.39
Total Long Term Liabilities	29,011.39
Total Liabilities	42,561.34
Equity	
Digitizing Fund	2,181.31
Emergency Loan Fund	7,500.00
Lawsuit Fund	30,000.00
NG Chip Seal Fund	344.98
NG Road Fund	13,312.19
Opening Balance Equity	22,222.35
Operating Fund Balance	194,299.08
SG Road Fund	23,716.17
Net Income	118,882.64
Total Equity	412,458.72

Glastonbury Landowners Association
Balance Sheet
As of August 9, 2015

	Aug 9, 15
TOTAL LIABILITIES & EQUITY	455,020.06

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

September 14, 2015

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1. **Call to Order**
The meeting was called to order by Dan Kehoe at 7:05 p.m. via phone conference.

PRESENT: Dan Kehoe (President), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Newman Brozovsky, Ed Dobrowski (left at 7:18), Gerald Dubiel, Charlotte Mizzi, Paul Ranttalo, Robert Wallace (aka Robert W.).
Absent: Ross Brunson (Vice President, absent with notice), Rudy Parker (Treasurer, absent with notice), Kevin Newby, absent with notice).
Also attending: Karleen McSherry (Administrative Assistant)
Landowners: Miriam Barker, Mary Benz, Debbie Blais, Debbie DeGraaf, Sandra Irby, Myron Moorman, Charlene Murphy, Sally Muto, Vernon & Frances Nye, Valery O'Connell, Dennis & Wendy Riley, Mark Seaver (at the end), Andrea Sedlak.

Charlotte Mizzi delivered an opening prayer.

2. **Commence Special Meeting**
Dan announced that three people – Kenneth Haug, Charlene Murphy and Valery O'Connell – had come forward to be considered for the position vacated by Pouwel Gelderloos. Because three directors were absent, Dan asked the other directors if they preferred to vote during this meeting or wait until the meeting planned for the following week when everyone would be present. The sentiment was to fill the position at this meeting. Charlene Murphy and Valery O'Connell were present and spoke about their interest in serving. Robert B. clarified for the candidates that the position's duration would be until November 2016. A vote was taken by e-mail except for Robert W. who voiced his vote since he did not have access to his computer at the time. Karleen tabulated the results and announced that Charlene had been appointed by unanimous vote (8 in favor). The Special Meeting was adjourned at 7:27 p.m.

3. **Commence Regular Monthly Board Meeting**
Dan called the regular meeting to order at 7:27 p.m., and Charlene joined the call as a board member.

4. **Set Agenda**

5. **Visiting Landowner Input Period**
Sally Muto asked if the board had made a decision about hiring an accountant and was told it had not and that this topic would be on the agenda of next week's meeting when Rudy would be in attendance. Sally reiterated her belief that the association needs to hire a full-charge bookkeeper to provide continuity to the revolving nature of a volunteer board as well as professional oversight, and the benefit of hiring a CPA who would act as a representative should there be an audit. Although the initial expense to set up the system may seem high, ongoing work would not be a financial drain. Regarding the proposed Governing docs changes, Sally asked if the lawyers had changed the documents much from what the committee came up with, and Dan clarified that there were small changes in keeping with an effort to reduce liability and keep things clear. Dan also mentioned that the main topic of the next meeting would be reviewing the changes suggested by the committee and tightened by the attorney.

6. **Officer and Committee Reports**
   6.1 President's Report – DK
      6.1.1 Board meetings: venue, control and tenor; letter from St. John's
      Dan reported that the reason the meeting was not at St. John's Church was that we had received a letter from Reverend Gunderson, who expressed concern regarding the tenor of recent meetings including hostility, profanity and unproductive argument. Dan read the letter which further enumerated three norms as a basic

guide for all activities held in the Vestry: to welcome and embrace all members of the community; to speak with each other with kindness and good intention; and to listen carefully and do one's best to understand ideas that are different from one's own. Dan explained that because the board can't guarantee our meetings won't be loud and in violation of their basic guidelines, we would need another place to meet. Discussion included using Emigrant Hall at $75/rental; meeting at Chico; Liberty Hall in North Glastonbury, which Charlotte clarified has a capacity limit of 40 people, and alternating in-person meetings with phone meetings, the latter of which would allow residents living out of town the opportunity to attend at least some of the meetings. It was suggested that live meetings would be preferred if we were to strictly adhere to Robert's Rules of Order and meeting decorum. Dan suggested that we could only control ourselves, not others. Therefore, the meeting next week would be scheduled as a phone conference meeting and the October meeting would be held in Emigrant Hall.
Action Item: ***Karleen – call Emigrant Hall to rent for October 5 meeting.***
Action Item: ***Karleen – call John Carp to find out cost and availability of Liberty Hall.***

6.1.2 Legal duties of non-profit board of directors & who can run

Dan reported that the board had received some e-mail questions and commentary about who could run for the director positions of the association. He explained that the Bylaws (Article VI. A.) reference members in "good-standing" as the only qualification for director candidates, and the Covenants (Section 3.19) define a member in good-standing as one who is current in assessments and not in violation of the Covenants. Additionally, Montana law allows non-profits to set their own qualifications for directors, and poses no additional restrictions. If, however, a landowner suing the Board were elected as a director, it would present a conflict of interest from an attorney-client privilege standpoint. An information wall would need to be erected between the suing party and the rest of the board in regard to the litigation in order to exclude the suing party from the privilege. In addition, the GLA's insurance doesn't cover lawsuits by the association's own board members against the board. In such a situation, insurance claim payments would stop and the GLA would have to pay attorney fees from member assessments. The question also was posed whether someone with the declared intent of dismantling the GLA could run for the board. Although this goal might not be seen as a "bona fide interest," since it would not be in the best interest of the corporation to cease to exist, a court would likely allow that person to run. Since the GLA is a member-driven organization, if enough members were to vote someone into office on the dissolution platform, a court would likely determine the director had the right to serve on the board and pursue that goal as long as the Bylaws and Covenants were followed. Some members have mentioned "duty of care, duty of loyalty, and duty of obedience to mission" as legal duties of board members, and therefore criteria to eliminate certain candidates from running for the board. Although some states include this language in their requirements for non-profit directors, that language is not included in Montana law. MCA 35-2-416 spells out the "General Standards for Directors." It is, therefore, the prudent course in limiting liability to allow any member in good standing, regardless of stated intent, to run for office.

6.1.3 Misconception about board members being public officials; clarification about board's position on slander and libel

Dan noted that the GLA is a private corporation and its board members are not public officials. He explained that there is a story going around about the

association suing the "GLFPC," which did not originate with him or anyone else on the board. Dan described how there is a long distance between consulting an attorney and suing. For example, a cease and desist order might be drawn up regarding issues the attorney believes are not in accordance with the law. Dan described the chilling effect on people's willingness to serve and speak up during both board and committee meetings when free speech is abused with slanderous remarks and a negative tone is used in reporting.

Dan noted that the most recent court filings through the first week of September had been put on the website and encouraged people to read them.

6.2 Secretary's Report – AA

6.2.1 August 17, 2015 Meeting Minute Written Vote Results

Alyssa reported on the results of the August 17th meeting minutes e-mail vote. Paul motioned and Robert B. seconded to approve the minutes as written. The motion carried with 10 in favor and 1 who did not vote.

6.2.2 Upcoming Mailings

Alyssa reported that the first mailing for the annual election, the nomination mailing, had gone out on time at the beginning of September. Nominations need to be in by the end of the month. We will then prepare the candidate mailing that needs to go out by October 8. She requested the board consider what other items may need to go out with this mailing, such as a newsletter or governing document changes information. Discussion included the suggestion to set a date by which auxiliary items would need to be received and September 24th as that date; the need for a vote/decision regarding what material will go out on October 5th.
Action Item: ***Board – write articles for the fall newsletter and submit to Karleen by September 24th.***

6.3 Treasurer's Reports – RP – Tabled until next week

6.3.1 Budget Variance, Check & Deposit – August 2015

6.3.2 Hiring a bookkeeper

6.4 Election Committee

Dan announced that Charlotte had offered to take over chairmanship of the Election Committee. **Motion:** Charlene motioned and Robert W. seconded to appoint Charlotte as Election Committee Chair. **Motion carried unanimously.**

6.5 Collection Committee Report – RP / DK

Dan reported that Debbie Blais had called a list of people having recent past due accounts; that there is a need to get back to the attorney to get feedback from him; and that this issue would be covered in more detail next week when Rudy would be attending.

6.6 Road and Weed Mgmt Committee Report – RW / PR

Robert W. reported that he asked Bailey Paving to crack seal when the weather cools down, preferably during the first week in October. Patching was done in NG on Capricorn last week and they did a good job, milling down the hardtop, removing quite a bit to put in the patches. The bid was for 1000 sq. ft. but it appears as if 1600 sq. ft. in five large patches were done. Regarding Dry Creek Road, nothing happened so far but Kevin has been faithfully interacting with Parks Frady from Park County on it. The NG guardrail is currently being fixed by MWHC. Paul moved the boulders back, keeping them as a secondary safety measure. Ed had a 50-gallon sample of new product delivered that could go on the gravel roads. Robert suggested that Ed send the literature about it to the board.

GLA 03561

Gerald reported that a complaint letter from Kathleen Rakela came in regarding weeds on Pisces. He will get Ed Schilling out there next week to see why that hasn't been done.

6.7 Project Review Committee Report – GD / KN
Gerald reported that no new projects had come in. Dan asked about Damiaan Kletter's septic system project and Paul explained that he was no longer involved and that Damiaan may be thinking about doing the job himself. Robert W. suggested that it could be checked through Park County to see if Damiaan hired someone else and that he has until mid-October to finish.

6.8 Communications Committee Report – Robert B.
Robert reported on the last Communications Committee meeting that focused on the September nominations and e-mail opt-in mailing and the ticketing system. Pouwel had been on the call and wanted to make sure his proposal to the board regarding a mass reaffirmation vote wouldn't affect the nomination letter going out and it was determined that it would not. The response to the e-mail opt-in letter had been positive with lots of returns coming in. There had been concern about how the ticketing system was set up, and when some of the bugs were worked out Ross trained Karleen on the process. Robert announced that the next Communication Committee meeting date would be changed because of conflict with next board meeting. He asked that everyone look at the website calendar for the new date.

6.9 Technology Committee Report – DK Tabled
6.9.1 Ticketing System update

6.10 Governing Documents Committee Report – DK / CM
Dan announced that the proposed changes to the governing documents would be sent out the following day to the board for their review and he asked the directors to e-mail him with their preferred day to meet during the next week.

6.11 Community Property Committee Report – CM
Charlotte had nothing to report because her meeting was scheduled to take place on Sept 17th at 7:00 p.m. at 60 Taurus Road.

5. Visiting Landowner Input Period (Cont.)
Debbie DeGraaf expressed disagreement with the idea of having prayer before GLA meetings saying she didn't think it was appropriate. Andrea Sedlak agreed with Debbie regarding the opening prayer. Valery O'Connell expressed dissatisfaction with Robert W. because she felt he was ignoring her e-mails regarding the roads. She reported having tried for 3 months to get him to recognize that magnesium chloride is toxic and to consider the information she sent regarding the non-toxic Pennzsuppress-D, which eliminates dust and wash boarding. She stated that a representative of the company has given us a trial amount to cover 100 lineal ft. of road. Valery explained the product and suggested that its cost in the long run would be less expensive than what is currently being done. The company rep had planned to be here the 23rd of Sept. to oversee the trial so it would be applied correctly. She suggested Arcturus receive the treatment because of being a high traffic area. Robert W. responded with various points including the fact that Ed was the one who had agreed to take this on; that the product would be highly expensive to use; the request that Valery send the specs to the board; that Park County uses magnesium chloride. Additional points of discussion included that the company website lists the price as $1000 per linear 100 ft.; that a 55-gallon barrel is concentrated and pricing is based on how much you apply on the road; that the cost to do a mile of road is just a couple of thousand dollars; that buying in quantity reduces the cost and the representative is willing to work with us on the price; that after a few applications there would no longer be a need to grade the roads. Robert W. expressed concern that once this

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product hardens it can't be broken up and Valery countered that it could be broken up by a grader. Robert W. agreed to add this to the agenda of the next road meeting, which he would try to schedule within a week, although he wasn't sure it was a good idea to rush into this until it could be fully researched. Valery explained that the immediate decision to be made was to pay the cost of a water truck for three hours. Dan reiterated that the Road Committee would have to bring it to the board explaining how it would work with the overall budget, especially since when he looked at the company's website it looked like the material was expensive and suggested that if we needed a water truck it might be better to get it when we're actually grading roads and have a water truck already here. Miriam Barker asked if the weeds had been sprayed yet and was told they had been done in August.

7. **UNFINISHED BUSINESS**

8. **NEW BUSINESS**

9. **Closed Session – Tabled until next week**
   9.1 Current Litigation with O'Connells - Update
   9.2 Potential Legal Situation Regarding Slander and Libel

10. **Adjournment**
    Dan adjourned the meeting at 8:31 p.m.

11. **Next Board Meeting: October 5, 2015**

From: Robert Wallace <[redacted]>
Subject: **Re: Fwd: [GLA Board List] September 14 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 27, 2015 11:48:43 AM MDT
To: [redacted]

I motion that we accept the Board meeting minutes for September 14, 2015
(Draft 2 version) and I approve the minutes.
Robert W.

From: Newman Brozovsky <[redacted]>
Subject: **Re: [Fwd: Re: [GLA Board List] September 14 Board Meeting Minutes - Ready for Motion and Vote]**
Date: September 28, 2015 12:23:27 PM MDT
To: [redacted]
Reply-To: [redacted]

I vote yes

On Sun, Sep 27, 2015 at 9:29 AM, gerald dubiel <[redacted]> wrote:
I vote yes.

On Sun, Sep 27, 2015 at 9:06 AM, Paul Ranttalo <[redacted]> wrote:
I vote yes.

On Thu, Sep 24, 2015 at 1:42 PM, [redacted] wrote:

I vote yes. Charlotte

From: Robert Branson <[redacted]>
Subject: **Re: [GLA Board List] September 14 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 23, 2015 9:28:07 PM MDT
To: GLABoardmembers <[redacted]>
Reply-To: [redacted]

I vote yes to approve - Robert B

From: Dan Kehoe <[redacted]>
Subject: **Re: [GLA Board List] September 14 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 24, 2015 10:16:44 AM MDT
To: [redacted]
Reply-To: [redacted]

I vote Yes.
Dan

On 9/24/2015 8:33 AM, K Newby wrote:
I also abstain.

On Thursday, September 24, 2015, Charlene Murphy <[redacted]> wrote:
I vote yes to accept the second draft of the meeting minutes of Sept 14th

On Wed, Sep 23, 2015 at 11:43 PM, Ed Dobrowski [redacted] wrote:
I abstain

Ed

-----Original Message----- From: S. Rudyard Parker
Sent: Wednesday, September 23, 2015 11:00 PM
To: GLABoardmembers

Subject: Re: [GLA Board List] September 14 Board Meeting Minutes - Ready for Motion and Vote

Rudy abstains (I was not present)

From: Ross Brunson <[redacted]>
Subject: **Re: [GLA Board List] September 14 Board Meeting Minutes - Ready for Motion and Vote**
Date: September 23, 2015 8:58:41 PM MDT
To: [redacted]
Reply-To: [redacted]

I second and vote aye to approve.

On Wednesday, September 23, 2015, Robert Wallace <[redacted]> wrote:
I motion that we accept the Board meeting minutes for September 14, 2015 (Draft 2 version)
Robert W.

2015-09-14_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

September 14, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order (7:00 p.m.)**
2. **Commence Special Meeting to fill NG director position vacated by Pouwel Gelderloos**
3. **Commence Regular Monthly Board Meeting**
4. **Set Agenda**
5. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
6. **Officer and Committee Reports**
   - 6.1 President's Report – DK
     - 6.1.1 Board meetings: venue, control and tenor; letter from St. John's
     - 6.1.2 Legal duties of non-profit board of directors & who can run
     - 6.1.3 Misconception about board members being public officials; clarification about board's position on slander and libel
   - 6.2 Secretary's Report – AA
     - 6.2.1 August 17, 2015 Meeting Minute Written Vote Results
     - 6.2.2 Upcoming Mailings
   - 6.3 Treasurer's Reports – RP
     - 6.3.1 Budget Variance, Check & Deposit – August 2015
     - 6.3.2 Hiring a bookkeeper
   - 6.4 Election Committee
   - 6.5 Collection Committee Report – RP / DK
   - 6.6 Road and Weed Mgmt Committee Report – RW / PR
   - 6.7 Project Review Committee Report – GD / KN
   - 6.8 Communications Committee Report – Robert B.
   - 6.9 Technology Committee Report – DK
     - 6.9.1 Ticketing System update
   - 6.10 Governing Documents Committee Report – DK / CM
   - 6.11 Community Property Committee Report – CM
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
9. **Closed Session (9:30 p.m.)**
   - 9.1 Current Litigation with O'Connells - Update
   - 9.2 Potential Legal Situation Regarding Slander and Libel
10. **Adjournment (10:00 p.m.)**
11. **Next Board Meeting: October 5, 2015**

2015-09-28_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

September 28, 2015

CONFIDENTIAL – DO NOT COPY

1. Call to Order

The meeting was called to order by Dan Kehoe at 7:15 p.m. via phone conference.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Rudy Parker (Treasurer), Alyssa Allen (Secretary), Ed Dobrowski, Robert Branson (aka Robert B.), Newman Brozovsky, Gerald Dubiel, Charlotte Mizzi, Charlene Murphy, Kevin Newby, Paul Ranttalo, Robert Wallace (aka Robert W.).
Also attending: Karleen McSherry (Administrative Assistant).
Landowners: Miriam Barker; Debbie Blais, Claudette Dirkers, Byron Kassing, Leo Keeler, Donna Lash-Andersen, Sally Muto, Mark Seaver & Andrea Sedlak, Chris & Ia Williams.

An opening prayer was given by Charlotte Mizzi.

2. Set Agenda

Ed commented that the road policy on the website was not the most recent version and asked to discuss it in this meeting. Dan agreed to update the website, eliminating the need for an added agenda item.

3. Visiting Landowner Input Period

Leo Keeler had read in the minutes of the previous board meeting that the board received input from the attorney regarding the governing documents and expressed concern about the process of amending them. He questioned whether there would be ample time and opportunity for landowner review and input. Dan responded that that issue would be addressed in this meeting. Mark Seaver announced that he had decided to run for the board, and that he would try to make next Monday night's meeting in person so the board could meet him. Mark also said that he sent to Robert W. information from the BLM regarding dust suppression on dirt roads. Robert W. acknowledged having received the information and expressed excitement about what he had read thus far. Robert planned to finish reading the material as well as pass it on to the board and Road Committee.

4. Officer and Committee Reports

4.1 Treasurer's Reports – RP

4.1.1 Budget Variance, Check & Deposit – August 2015

Rudy reported that the association's finances were in good shape. We had collected 93% of total budgeted income and had only spent 40% of budgeted expenditures even though almost three-quarters of the year had passed. He also noted that in paying the spring grading bill to Adkins, a $2,500 credit was applied for a sump project that had previously been paid for but which had never been done. **Motion:** Rudy motioned and Charlotte and Ross seconded to accept the August Treasurer's report as presented. **Motion carried unanimously.**

4.1.2 Hiring a bookkeeper

Rudy proposed that the board hire a bookkeeper and an accountant to manage the GLAs books. He noted that Janice McCann and Regina Wunsch had put in countless volunteer hours in doing this work and saved the association quite a bit of money in the past couple of years. He has also volunteered over 20 hours a month for the past two months as the de facto bookkeeper but would prefer to dedicate his time to Treasurer duties. Rudy outlined the responsibilities of each of the different positions: Bookkeeper – handle weekly QuickBooks entries and deposits, produce quarterly statements, prepare monthly financial reports; Accountant – oversee the books each month and handle monthly payroll, fund accounting and review of monthly financial reports, as well as yearly tax reporting;

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Treasurer – sign checks, compile information on new landowners when a property sells, receive information from the Project Review Committee when a dwelling is completed and needs a dwelling assessment, receive and answer questions about assessments, compile a list of new liens to be placed; work with landowners on payment plans; and work with and serve on the Budget and Collection Committees. The proposed group would have a shared Dropbox account that they would upload files to and regularly update. Rudy suggested the board advertise a job listing for a bookkeeper to work 20 hrs/mo at $20 per hour ($4,800/yr) and hire and accountant for 4 - 5 hrs/mo at $45/hr ($2,160 - $2,700/yr). The total annual budget for these two positions would range from $6,960 to $7,500. He also asked that the board allot $1,200 for a bookkeeper and $540 for an accountant for the remainder of 2015. Discussion included questions of whether an accountant may have a bookkeeper in their office to handle those functions; the logistics of getting checks to a bookkeeper in Livingston and the possibility of having payments sent to a different address; of whether people could pay directly to the Bank of the Rockies and if not, about opening an account with a different bank that could accommodate our needs; the concept that continuity and professionalism in these positions are crucial, that fixing problems is more time consuming and costly than doing it correctly in the first place; and that $20/hr may not be enough to pay a professional bookkeeper charged with purchasing their own equipment, software and insurance. Sally Muto relayed her experience with professional accountants and suggested that Rudy's estimates of how much it would cost an accountant to do all of the work were high, that after the initial set-up cost, monthly work is far less than he'd projected and could be done by one person, not two. Rudy added that he had spoken to Julie Indreland, an accountant in Livingston who is also Regina Wunsch's accountant/bookkeeper, and she was willing to reduce her rate to $40 per hour for the GLA. The board asked Rudy to research going rates for professional bookkeepers, projected hours accountants who look at our books say they would require to do the work, whether accountants have internal or external bookkeepers they prefer to work with as well as projected work flow among the three positions, and to bring this information to the next board meeting so they would have more specific data to make a decision.

Action Item: ***Rudy – research going rates for professional bookkeepers.***
Action Item: ***Rudy – get bids from at least two accountants.***
Action Item: ***Rudy – create workflow chart of the three financial positions.***

4.1.3 Proposal to open a PayPal account

Rudy reported that some landowners have asked to pay their assessments by credit card and he proposed opening a PayPal account that would not be connected to our operational account. He reviewed the fees associated with PayPal, and board discussion involved questions of whether there are other services that charge less per transaction. Charlene commented that this had been looked at before and rejected because of the amount of money lost in fees. Robert B. mentioned a landowner service that would involve no cost to the association. Discussion also included the idea that some people in arrears have asked to pay by credit card and this would be one way to collect past due accounts. Dan noted that some people would consider it a positive thing to pay past due accounts if they could accrue miles or points on credit cards in doing so. Rudy explained that only a minority ask to use this method of payment. **Motion:** Rudy motioned and Robert W. seconded to open a separate bank account to receive credit card services in order to firewall the operations account from fraud. **Motion carried unanimously.**

4.2 Secretary's Report – AA

4.2.1 September 14, 2015 Meeting Minute Written Vote Results

Alyssa reported that the vote to approve the September 14th meeting minutes had been completed. Robert W. had motioned and Ross had seconded to approve the minutes as written. The motion carried with 9 in favor and 3 abstentions.

4.3 Collection Committee Report – RP/DK

Rudy reported that he would be having a Collection Committee meeting in the near future and that he and Debbie Blais had been trying to collect non-controversial past due accounts from 22 landowners recently overdue within the past two years, with a combined delinquent amount of $9,000. Debbie Blais had diligently called and reached most of the landowners on the list. As a result, there was movement on several accounts in setting up monthly payments for some and receiving payments from others. In talking with Debbie, several landowners brought up their displeasure with how the association conducted business, such as the perceived poor grading of roads, especially Arcturus, and the idea of spending money on lawsuits. Rudy reiterated that the GLA hadn't spent money on lawsuits; they were covered by insurance. Several landowners on the list could not be reached because of changed addresses and phone numbers. Debbie suggested that the volunteer job of calling to collect past due monies rotate every quarter and that maybe Debbie DeGraaf, who had also volunteered, might be asked to do it next quarter. She also recommended older unpaid accounts be called in the same manner. Discussion involved the issue of five properties owned by the Church and leased to members and who hadn't paid assessments in many years; the idea that amending the governing documents would allow for the steps necessary to go after that minority; the suggestion that any board member that had the time might call one of the long-term accounts per month and that once the policy was in place, Rudy could make a list of long-term delinquencies and divvy them up. Rudy reported that he had been working with Karleen to get a list of outstanding liens and to release two that had been paid, as well as his desire to file liens on new delinquencies.

4.4 Governing Documents Committee Report – DK

4.4.1 Review proposed changes to send to membership

Dan presented an overview of the proposed process for changing the governing documents. The committee focused mostly on the Bylaws and Covenants, looking for areas that by amending would limit liability and tasks that the board shouldn't be overseeing because either the State, such as the DEQ, or the County oversee it, as well as to clarify terms. The attorneys in both Billings and Bozeman reviewed the changes and the next step would be for the board to approve these changes so they could be sent out to landowners for discussion and input. He suggested that a process would then be needed to meet with the landowners in special meetings – in person at Emigrant Hall and on the phone for out-of-towners – to explain and clarify as well as answer questions and receive input. Although the original timeline had been to vote on these changes at the annual meeting, a more realistic timeline would be to aim for having meetings with the landowners in the fall and then vote in February. That would give people the opportunity to read and chew on the proposed changes before voting. Rudy asked Dan to explain why there was a push to change these documents and why the board had been doing this process. Dan explained that generally, it is attorney-advised best business practice to review governing documents every five to ten years because times change and new innovations have been created, like e-mail, that could affect the manner in which the association may conduct its business. He explained that the GLA had not reviewed their governing documents since they were created in 1997. Also, the

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attorney suggested that some of the wording of the original documents, such as the Covenants, make it impossible or time consuming to fulfill, and they recommended eliminating certain language to reduce liability and exposure to lawsuits. In addition, some of the language didn't match within and across documents, so clarification was required through the proposed changes. Charlotte added that in one case the proscribed interest rate was too high and needed to be adjusted according to today's standards and Dan explained that the move to change that portion was landowner driven. **Motion:** Charlotte motioned and Rudy seconded to send the proposed governing documents changes out to landowners with the election mailing and to post them on the website. Discussion included the suggestion that in order to keep these two things distinct in people's minds, the election materials and governing documents need to go out as separate mailings with the possibility of putting stickers on the outside of the envelopes announcing "election materials" and "governing documents." Alyssa explained the logistics of these mailings, including that the election material is complex and timely in that it needs to meet the required 30-day timeframe while the governing documents could go out anytime. There is also a newsletter that needs to be sent. Requiring all of these pieces to go at once would put a burden on the administrative workload. **Motion retracted:** Given the circumstances described, Charlotte retracted her motion. It was suggested that the governing documents could be sent the following week and Karleen gave the board her schedule including a trip out of town for a few days in the middle of this, asking that the board consider this in determining the timing of sending out the mailings. Dan suggested that someone else could do the copying.

Dan reviewed proposed changes to the Bylaws with the board. Ed asked to see the attorney's comments and expressed concern about changing the original documents that had served the community well for the past 20 years. Dan explained that the attorney's comments were in the cover letter and incorporated into the changes. He asked Ed to speak up about items he perceived to be improper changes. Robert W. reminded Ed that the board had voted to appoint Dan and Ross to the Legal Committee and had given them responsibility and authority to work with the attorneys in circumstances such as these. Ed's notion that the association hadn't had problems with the original documents across the years was countered by board members who reminded him about the lawsuits. Discussion included clarification that the changes didn't give the board more discretionary power but rather cleared up conflicts in wording, and with county regulations and standards; that the county is the regulator not the GLA; that some of the original documents were not well written; that the updates would allow the association to conduct business in a more efficient and consistent manner such as being able to e-mail members. **Motion:** Robert B. motioned and Ross seconded to accept the recommended Bylaws changes, including the discussed correction to Notice of Meeting Governance, number five under Committees (change "committee of the directors" to "committee of the board"), and to send them out to the landowners with explanations from the attorneys. **Motion carried.** (10 in favor, 2 abstentions - Ed and Newman).

Dan reviewed proposed changes to the Covenants. Rudy questioned the proposed changes to Section 5.01 asking what was wrong about telling landowners they had to abide by Montana State laws. Discussion included the suggestion that the GLA provide new landowners with a piece that references applicable state laws; that links to these might be put up on the website; that the changes take the association off the hook of enforcing Park County and MT State laws; that the attorneys recommended removing items that couldn't be defended in case law according to

their experience; that these changes would make it less likely the GLA could be successfully sued in regard to these points. **Motion:** Ross motioned and Kevin seconded to accept the recommended Covenants changes, and to send them out to the landowners with explanations from the attorneys. **Motion carried.** (9 in favor, 2 opposed – Ed and Rudy, and 1 abstention – Newman,).

5. UNFINISHED BUSINESS

6. NEW BUSINESS

The regular meeting adjourned at 9:57 p.m. Board members were instructed to leave the call and dial-in to a different number for the closed session.

7. Closed Session

7.1 Current Litigation with O'Connells – Update

Dan apprised the board of the most recent court decision in which Judge Cybulski ruled in the GLA's favor, awarding payment of attorney's fees by the litigants; the impact of this decision upon the board in moving forward; and the O'Connell's response to this decision in the form of an affidavit to disqualify Cybulski as a judge in this case.

7.2 Potential Legal Situation Regarding Slander and Libel

Dan apprised the board of the attorney's opinion and advice regarding slanderous and libelous statements sent out and posted on public websites by members and groups and the attorney's advice as to potential next steps.

8. Adjournment

The closed session meeting was adjourned at 10:55 p.m.

9. Next Board Meeting: October 5, 2015, Emigrant Hall.

From: Newman Brozovsky <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 19, 2015 2:22:10 PM MDT
To: [redacted]
Reply-To: [redacted]

I approve. Newman

On Fri, Oct 16, 2015 at 10:11 AM, Robert Wallace <[redacted]> wrote:
I approve Sept. 28th minutes.
Robert W.

From: "Rudy Parker (GLA Treasurer)" <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 14, 2015 8:19:14 PM MDT
To: GLABoardmembers <[redacted]>
Reply-To: [redacted]

I vote to approve the motion ...

Rudy

From: Paul Ranttalo <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 14, 2015 6:18:18 PM MDT

I approve sep.28 mins. Paul

On Wed, Oct 14, 2015 at 10:37 AM, Charlene Murphy <[redacted]> wrote:
I approve the Sept 28 board minutes Charlene

On Wed, Oct 14, 2015 at 8:47 AM, <[redacted]> wrote:

I approve the minutes of Sept. 28. Charlotte

From: gerald dubiel <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 14, 2015 8:38:28 AM MDT

I vote to approve.

Gerald

From: Dan Kehoe <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 14, 2015 7:44:32 AM MDT

I vote to approve.

Dan

From: "Ed Dobrowski" <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 13, 2015 8:29:36 PM MDT

I approve

Ed

From: K Newby <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 13, 2015 7:55:10 PM MDT
To: [redacted] <[redacted]>
Reply-To: [redacted]

I approve. Thanks. Kevin

From: Robert Branson <[redacted]>
Subject: **Re: [GLA Board List] September 28 Board Meeting Minutes - Ready for Motion and Vote**
Date: October 13, 2015 10:17:17 PM MDT

I second, and vote to aprove. Robert B

On Tue, Oct 13, 2015 at 10:04 PM, K Newby <[redacted]> wrote:
I motion to approve the minutes. Kevin

2015-09-28_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

September 28, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order (7:00 p.m.)**
2. **Set Agenda**
3. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
4. **Officer and Committee Reports**
   - 4.1 Treasurer's Reports – RP
     - 4.1.1 Budget Variance, Check & Deposit – August 2015
     - 4.1.2 Hiring a bookkeeper
     - 4.1.3 Proposal to open a PayPal account
   - 4.2 Secretary's Report – AA
     - 4.2.1 September 14, 2015 Meeting Minute Written Vote Results
   - 4.3 Collection Committee Report – RP/DK
   - 4.4 Governing Documents Committee Report – DK
     - 4.4.1 Review proposed changes to send to membership
5. **UNFINISHED BUSINESS**
6. **NEW BUSINESS**
7. **Closed Session (9:30 p.m.)**
   - 7.1 Current Litigation with O'Connells - Update
   - 7.2 Potential Legal Situation Regarding Slander and Libel
8. **Adjournment (10:00 p.m.)**
9. **Next Board Meeting: October 5, 2015 at Emigrant Hall**

Glastonbury Landowners Association
Balance Sheet
As of August 31, 2015

	Aug 31, 15	Jul 31, 15
ASSETS		
Current Assets		
Checking/Savings		
002 · Bank of the Rockies Checking	14,350.03	1,947.43
003 · Savings Account		
004 · Savings Gen Operating Accnt	64,027.58	94,559.37
010 · Construction Bond Reserve C...	12,227.00	12,227.00
011 · Emergency Loan Reserve	7,500.00	7,500.00
012 · Digitizing Reserve Cash	2,181.31	2,181.31
013 · NG Chip Seal Reserve Cash	344.98	344.98
014a · NG Road Reserve Cash	13,312.19	13,312.19
014b · SG Road Reserve Cash	23,716.17	23,716.17
015 · Lawsuit Reserve Cash	30,000.00	30,000.00
003 · Savings Account - Other	46.12	31.08
Total 003 · Savings Account	153,355.35	183,872.10
Total Checking/Savings	167,705.38	185,819.53
Accounts Receivable		
Accounts Receivable	267,487.43	268,667.60
Total Accounts Receivable	267,487.43	268,667.60
Other Current Assets		
Petty Cash	115.21	115.21
12000 · Undeposited Funds	165.10	0.00
Total Other Current Assets	280.31	115.21
Total Current Assets	435,473.12	454,602.34
Fixed Assets		
Furniture and Equipment	918.99	918.99
Total Fixed Assets	918.99	918.99
TOTAL ASSETS	**436,392.11**	**455,521.33**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	-19.06	2,191.99
Total Accounts Payable	-19.06	2,191.99
Other Current Liabilities		
Construction Bonds Held by GLA	12,247.00	12,247.00
Payroll Liabilities	861.24	460.94
Total Other Current Liabilities	13,108.24	12,707.94
Total Current Liabilities	13,089.18	14,899.93
Long Term Liabilities		
Bank of the Rockies Loan	13,974.58	29,011.39
Total Long Term Liabilities	13,974.58	29,011.39
Total Liabilities	27,063.76	43,911.32
Equity		
Digitizing Fund	2,181.31	2,181.31
Emergency Loan Fund	7,500.00	7,500.00
Lawsuit Fund	30,000.00	30,000.00
NG Chip Seal Fund	344.98	344.98
NG Road Fund	13,312.19	13,312.19
Opening Balance Equity	22,222.35	22,222.35
Operating Fund Balance	194,299.08	194,299.08
SG Road Fund	23,716.17	23,716.17
Net Income	115,752.27	118,033.93

Glastonbury Landowners Association
Balance Sheet
As of August 31, 2015

	Aug 31, 15	Jul 31, 15
Total Equity	409,328.35	411,610.01
TOTAL LIABILITIES & EQUITY	436,392.11	455,521.33

Glastonbury Landowners Association
Profit & Loss
January through August 2015

	Jan - Aug 15	
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.12 · Land Assessments 2012	8.00	
110.15 · Land Assessments 2015	72,117.89	
Total 110 · Land Assessments		72,125.89
120 · Dwelling Assessments		
120.15 · Dwelling Assessments 2015	48,218.80	
Total 120 · Dwelling Assesements		48,218.80
150 · Golden Age Village Income		7,721.19
170 · Finance Ch Income- Past Due Ass		34,692.14
171 · 5% Penalty Income		-7,533.01
180 · 2009 Chip Seal Assessment		-97.03
191 · Bad Debt		-4,169.94
Total 100 · Parcel Assessment Fees		150,958.04
200 · Project Review Fees		
201 · Application Fees		255.00
210 · Structure Imp. & Proc.Fees		2,377.50
215 · Well/Septic Imp. & Proc. Fees		555.00
220 · Road/Driveway Imp. & Proc. Fees		225.00
260 · Mileage Impact Fees		305.00
Total 200 · Project Review Fees		3,717.50
400 · Other Gen Fund Income		
440 · Miscellaneous Income		2,350.00
450 · Donation Income		1,455.68
490 · Returned Check Charges		5.00
Total 400 · Other Gen Fund Income		3,810.68
Total Income		158,486.22
Gross Profit		158,486.22
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		349.00
1011 · Equipment Rental		450.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	1,155.00	
1016b · Wages Paid Sanding	357.50	
Total 1016 · Wages Paid Snow	1,512.50	
1016c · Wages Paid Sand Loading	40.00	
1016d · Wages Paid Snow Fence	210.00	
1018a · Payroll Software	8.00	
1019 · Workers' Compensation Insura...	504.18	
1019a · Employ.Practice Liability Ins.	1,085.00	
Total 1015 · Payroll Costs	3,359.68	
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	740.00	
1025 · Fuel	110.08	
1026 · Wages Truck Maintenance	390.00	
Total 1020 · Equipment Costs	1,240.08	
Total 1000 · Snow Removal		5,398.76
1030 · Road Maintenance		
1031 · Weed Control		2,192.00
1035-A · Grading & Gravel NG		
1035b · Aries Drive	426.66	

Glastonbury Landowners Association
Profit & Loss
January through August 2015

	Jan - Aug 15	
1035c · Capricorn Drive	799.70	
1035d · Caspari Way East	1,130.00	
1035f · Gemini Road	1,239.41	
1035i · Orion Way	140.00	
1035j · Pisces Way	140.00	
1035k · Sirius Drive	531.67	
1035l · Taurus Road	376.66	
1035m · Venus Way	1,099.40	
1035o · Helios Way	295.00	
1035-A · Grading & Gravel NG - Other	425.00	
Total 1035-A · Grading & Gravel NG		6,603.50
1036 · Grading & Gravel SG		
1036b · Arcturus Drive	2,372.50	
1036e · Leo Lane	250.00	
1036g · Hercules Road	3,611.58	
1036h · Polaris Way	1,145.58	
1036k · Scorpio Way	333.34	
1036z · Other	100.00	
1036 · Grading & Gravel SG - Other	250.00	
Total 1036 · Grading & Gravel SG		8,063.00
1045 · Signs, Posts, Etc		154.08
1046 · Insurance - Roads/Common Land		5,472.16
1030 · Road Maintenance - Other		-2,350.00
Total 1030 · Road Maintenance		20,134.74
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		267.98
1230 · Lawn Mowing/Gas		127.58
1240 · Mower Maintenance		44.04
Total 1200 · Parkland/Recreation Center		439.60
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	192.50	
Total 1310 · Legal Costs		192.50
1312 · Document Production-Wages Paid		848.00
Total 1300 · Litigation		1,040.50
2000 · Overhead/Admin Costs		
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	7,605.00	
2010c · Mileage Reimbursement	91.23	
Total 2010 · Administrative Expense		7,696.23
2011 · Project Review Wages		416.00
2012 · Miscellaneous Fees		127.54
2017 · Legal Fees-General Advice		770.00
2018 · Licenses & Annual Reporting		15.00
2019 · Lien Filing Costs		5.00
2022 · Payroll Costs Office		2.00
2023 · Payroll Taxes All		1,074.53
2050 · Office Supplies		
2050a · Admin Office Supplies	1,077.81	
2060 · Office Supplies - Other	108.39	
Total 2050 · Office Supplies		1,186.20
2052 · Postage & Shipping		1,129.39
2055 · Printing & Copies		343.34
2060 · Rent - Facilities		840.00
2062 · Rent - PO Box & Safe Dep Box		107.50
2066 · Software Costs		
2066a · Drop Box	39.96	
2066b · Quickbooks	4.00	

Glastonbury Landowners Association
Profit & Loss
January through August 2015

	Jan - Aug 15
2066 · Software Costs - Other	158.91
Total 2066 · Software Costs	202.87
2080 · Telephone & Messaging	119.60
2095 · Internet	95.25
Total 2000 · Overhead/Admin Costs	14,130.45
Total Expense	41,144.05
Net Ordinary Income	117,342.17
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	110.81
Total Other Income	110.81
Other Expense	
6000 · Interest Expense	1,700.71
Total Other Expense	1,700.71
Net Other Income	-1,589.90
Net Income	**115,752.27**

Glastonbury Landowners Association
Profit Loss Budget Performance Cash BOD
January through August 2015

	Jan - Aug 15	Budget	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
110 · Land Assessments				
110.12 · Land Assessments 2012	5,187.48			
110.13 · Land Assessments 2013	995.23			
110.14 · Land Assessments 2014	2,384.70			
110.15 · Land Assessments 2015	59,532.88	72,160.00	82.5%	72,160.00
Total 110 · Land Assessments	68,100.29	72,160.00	94.37%	72,160.00
120 · Dwelling Assessments				
120.12 · Dwelling Assessments 2012	1,040.13			
120.13 · Dwelling Assessments 2013	232.28			
120.14 · Dwelling Assessments 2014	1,826.75			
120.15 · Dwelling Assessments 2015	39,424.00	49,170.00	80.18%	49,170.00
Total 120 · Dwelling Assessments	42,523.16	49,170.00	86.48%	49,170.00
150 · Golden Age Village Income	5,147.46	10,295.00	50.0%	10,295.00
170 · Finance Ch Income- Past Due Ass	3,558.60			
171 · 5% Penalty Income	2.27			
175 · Subdivision Waiver Asmnts	1,151.58			
180 · 2009 Chip Seal Assessment	108.50			
191 · Bad Debt	-4,169.94			
Total 100 · Parcel Assessment Fees	116,421.92	131,625.00	88.45%	131,625.00
200 · Project Review Fees				
201 · Application Fees	255.00			
210 · Structure Imp. & Proc.Fees	2,377.50			
215 · Well/Septic Imp. & Proc. Fees	555.00			
220 · Road/Driveway Imp. & Proc. Fees	225.00			
250 · Mileage Impact Fees	306.00			
Total 200 · Project Review Fees	3,717.50			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	148.25			
440 · Miscellaneous Income	2,350.00			
450 · Donation Income	379.80			
490 · Returned Check Charges	5.00			
Total 400 · Other Gen Fund Income	2,883.05			
Total Income	123,022.47	131,625.00	93.46%	131,625.00
Gross Profit	123,022.47	131,625.00	93.46%	131,625.00
Expense				

Glastonbury Landowners Association
Profit Loss Budget Performance Cash BOD
January through August 2015

	Jan - Aug 15	Budget	% of Budget	Annual Budget
1000 · Snow Removal				
1010 · Contracted Snow Removal	349.00	2,000.00	17.45%	2,000.00
1011 · Equipment Rental	770.00	2,600.00	29.62%	2,600.00
1012 · Snow Fences	0.00	200.00	0.0%	200.00
1013 · Sand	0.00	600.00	0.0%	600.00
1015 · Payroll Costs				
1016 · Wages Paid Snow				
1016a · Wages Paid Plowing	1,155.00			
1016b · Wages Paid Sanding	357.50			
1016 · Wages Paid Snow - Other	0.00	8,500.00	0.0%	8,500.00
Total 1016 · Wages Paid Snow	1,512.50	8,500.00	17.79%	8,500.00
1016c · Wages Paid Sand Loading	40.00			
1016d · Wages Paid Snow Fence	210.00	1,000.00	21.0%	1,000.00
1018a · Payroll Software	8.00			
1019 · Workers' Compensation Insurance	914.75			
1019a · Employ.Practice Liability Ins.	1,085.00			
Total 1015 · Payroll Costs	3,770.25	9,500.00	39.69%	9,500.00
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	740.00	698.00	106.02%	698.00
1024 · Truck Maintenance	0.00	3,500.00	0.0%	3,500.00
1025 · Fuel	429.93	2,500.00	17.2%	2,500.00
1026 · Wages Truck Maintenance	390.00	1,000.00	39.0%	1,000.00
Total 1020 · Equipment Costs	1,559.93	7,698.00	20.26%	7,698.00
Total 1000 · Snow Removal	6,449.18	22,598.00	28.54%	22,598.00
1030 · Road Maintenance				
1031 · Weed Control	2,192.00	2,500.00	87.68%	2,500.00
1032 · Roadside Mowing	0.00	1,300.00	0.0%	1,300.00
1035-A · Grading & Gravel NG				
1035b · Aries Drive	426.66			
1035c · Capricorn Drive	799.70			
1035d · Caspari Way East	1,130.00			
1035f · Gemini Road	1,239.41			
1035i · Orion Way	140.00			
1035j · Pisces Way	140.00			
1035k · Sirius Drive	531.67			
1035l · Taurus Road	376.66			
1035m · Venus Way	1,099.40			
1035o · Helios Way	295.00			
1035-A · Grading & Gravel NG - Other	425.00	12,250.00	3.47%	12,250.00
Total 1035-A · Grading & Gravel NG	6,603.50	12,250.00	53.91%	12,250.00

Glastonbury Landowners Association
Profit Loss Budget Performance Cash BOD
January through August 2015

	Jan - Aug 15	Budget	% of Budget	Annual Budget
1035-B · Paved Road Costs NG	0.00	4,000.00	0.0%	4,000.00
1036 · Grading & Gravel SG				
1036b · Arcturus Drive	2,372.50			
1036e · Leo Lane	250.00			
1036g · Hercules Road	3,611.58			
1036h · Polaris Way	1,145.58			
1036k · Scorpio Way	333.34			
1036z · Other	100.00			
1035 · Grading & Gravel SG - Other	250.00	16,250.00	1.54%	16,250.00
Total 1036 · Grading & Gravel SG	8,063.00	16,250.00	49.62%	16,250.00
1045 · Signs, Posts, Etc	154.08	900.00	17.12%	900.00
1046 · Insurance - Roads/Common Land	5,472.16	5,498.00	99.53%	5,498.00
1030 · Road Maintenance - Other	-2,350.00			
Total 1030 · Road Maintenance	20,134.74	42,698.00	47.16%	42,698.00
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	292.01	400.00	73.0%	400.00
1220 · Sprinkler Maintenance	339.00	150.00	226.0%	150.00
1230 · Lawn Mowing/Gas	127.58	150.00	85.05%	150.00
1240 · Mower Maintenance	44.04	250.00	17.62%	250.00
Total 1200 · Parkland/Recreation Center	802.63	950.00	84.49%	950.00
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	192.50	1,400.00	13.75%	1,400.00
1310b · Litigation Initiated	0.00	3,000.00	0.0%	3,000.00
Total 1310 · Legal Costs	192.50	4,400.00	4.38%	4,400.00
1312 · Document Production-Wages Paid	848.00	1,700.00	49.88%	1,700.00
Total 1300 · Litigation	1,040.50	6,100.00	17.06%	6,100.00
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	0.00	300.00	0.0%	300.00
2010 · Administrative Expense				
2010b · Administrative Costs-Wages Paid	7,605.00			
2010c · Mileage Reimbursement	91.23			
2010 · Administrative Expense - Other	0.00	12,275.00	0.0%	12,275.00
Total 2010 · Administrative Expense	7,696.23	12,275.00	62.7%	12,275.00
2011 · Project Review Wages	416.00			
2012 · Miscellaneous Fees	127.54			
2016 · Insurance - Board Liability	0.00	2,700.00	0.0%	2,700.00
2017 · Legal Fees-General Advice	1,490.00	5,000.00	29.8%	5,000.00

Glastonbury Landowners Association
Profit Loss Budget Performance Cash BOD
January through August 2015

	Jan - Aug 15	Budget	% of Budget	Annual Budget
2018 · Licenses & Annual Reporting	15.00	100.00	15.0%	100.00
2019 · Lien Filing Costs	5.00	300.00	1.67%	300.00
2020 · Management Expense	0.00	12,275.00	0.0%	12,275.00
2022 · Payroll Costs Office	2.00			
2023 · Payroll Taxes All	1,074.53			
2050 · Office Supplies				
2050a · Admin Office Supplies	1,077.81			
2050 · Office Supplies - Other	108.39	800.00	13.55%	800.00
Total 2050 · Office Supplies	1,186.20	800.00	148.28%	800.00
2052 · Postage & Shipping	1,129.39	2,000.00	56.47%	2,000.00
2055 · Printing & Copies	343.34	1,500.00	22.89%	1,500.00
2060 · Rent - Facilities	890.00	1,275.00	69.8%	1,275.00
2062 · Rent - PO Box & Safe Dep Box	107.50	160.00	67.19%	160.00
2066 · Software Costs				
2066a · Drop Box	39.96			
2066b · Quickbooks	4.00			
2066 · Software Costs - Other	158.91	650.00	24.45%	650.00
Total 2066 · Software Costs	202.87	650.00	31.21%	650.00
2070 · Taxes - Property	314.50	325.00	96.77%	325.00
2080 · Telephone & Messaging	119.60			
2090 · Website Costs	0.00	2,200.00	0.0%	2,200.00
2095 · Internet	95.25			
2096 · Annual Mtg Refreshments	0.00	200.00	0.0%	200.00
Total 2000 · Overhead/Admin Costs	15,214.95	42,060.00	36.17%	42,060.00
Total Expense	43,642.00	114,406.00	38.15%	114,406.00
Net Ordinary Income	79,380.47	17,219.00	461.01%	17,219.00
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	110.81	80.00	138.51%	80.00
Total Other Income	110.81	80.00	138.51%	80.00
Other Expense				
6000 · Interest Expense	1,700.71	4,800.00	35.43%	4,800.00
Total Other Expense	1,700.71	4,800.00	35.43%	4,800.00
Net Other Income	-1,589.90	-4,720.00	33.68%	-4,720.00
Net Income	**77,790.57**	**12,499.00**	**622.37%**	**12,499.00**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

October 5, 2015

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1. Call to Order

The meeting was called to order by Dan Kehoe at 7:08 p.m. at Emigrant Hall.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Rudy Parker (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B.), Newman Brozovsky, Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi, Charlene Murphy, Kevin Newby, Paul Ranttalo, Robert Wallace (aka Robert W.).
Also attending: Karleen McSherry (Administrative Assistant).
Landowners: Miriam Barker, Debbie Blais, Claudette Dirkers, Leo & Dorothy Keeler, Paula Kehoe, Jerry Ladewig, Timothy Murphy, Vernon & Frances Nye, Dan & Val O'Connell, Clare Parker, Mark Seaver & Andrea Sedlak, Linda Ulrich, Chris & Ia Williams, Regina Wunsch.

Charlotte Mizzi offered an opening prayer.

2. Set Agenda

3. Visiting Landowner Input Period

Regina Wunsch commented about problems with the Treasurer's reports including the need to fix the interest rate in Quick Books that is too high. She and Rudy agreed to meet the following week to address these issues. Andrea Sedlak repeated her objection to prayer at the beginning of these meetings, suggesting a moment of silence, and Dan asked for the topic to be put on the next board meeting agenda. Mark Seaver introduced himself saying he was running for the board, was a non-resident landowner, would be able to attend phone meetings and some in-person meetings, and offered to speak with people after the meeting. Leo Keeler reiterated his objection to phone meetings saying it was difficult for landowners to participate, to get attention to speak, to hear everything being said, and to not have eye contact. Discussion included the fact that phone meetings allowed out-of-towners to attend but in giving four or five people that opportunity, it inconvenienced the twenty-plus landowners who live here who prefer attending in person; that seeing body language and having communication that is more of a two-way street were preferable; that meetings were for conducting the business of the board not necessarily to be a continuous give and take; that some landowners preferred phone meetings because in-person meetings had become too contentious; that VOIP (internet) phone service quality was just as bad as the conference services currently used and the suggestion to try Go to Meeting or Ready Talk. Jerry Ladewig thanked Karleen for her work on the e-mail program. Val O'Connell accused Dan of picking on her at every meeting, retaliating every time she opened her mouth, and not following the Conduct of Meeting Policy; that he didn't treat everyone else the way he treated her. She questioned who would oversee the CPA the association has proposed to hire, whether Dry Creek Road really couldn't be maintained by the GLA for snowplowing, and whether the Pennzsuppress-D had been applied yet. Val also stated that in their lawsuit they would be filing a petition for writ of prohibition or writ of certiorari against what she called "that ridiculous motion" because she believed the judge just wanted to get out of the case. Clare Parker suggested that Dry Creek Road could be maintained by the GLA but that there wasn't a will to do so. All that was required was consent of the county and member consent to maintain it just as consent was obtained to pave it.
Action item: ***Karleen – Put the issue of prayer on next month's agenda.***
Action item: ***Rudy & Regina – Meet to resolve financial report discrepancies.***

4. Officer and Committee Reports

4.1 President's Report – DK

4.1.1 November board meeting date

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General consensus was reached to move the November board meeting from November 2nd to November 9th.

4.1.2 Committee Appointments
Newman had expressed interest in serving on the Road & Weed Committee. **Motion:** Robert W. motioned and Ross seconded to appoint Newman to the Road & Weed Committee. **Motion carried unanimously.**

4.1.3 Conflict of Interest Policy
Moved to November meeting.

4.1.4 Record Retention Policy
Moved to November meeting.

4.1.5 Legal Situation Regarding Slander and Libel
Dan reported having spoken with attorneys regarding the negative commentary about board members that was posted on public websites. This is a private board and the directors are not public officials. With this in mind, the attorneys reviewed some landowner sites and determined that some of the material was libelous. Dan discussed the chilling effect of libel and board member hesitation to speak in meetings as well as the difficulty in getting people to run for the board. The postings also created an "us vs. them, divide and conquer" atmosphere in which everyone loses. Dan reported that landowner fears of the GLA suing groups for libel were unfounded. Libel cases take two years at minimum to settle and nobody wins. In similar situations, the GLA lawyer discovered that when the association's attorney answered complaint letters, there was an initial surge in complaints that finally died down to a trickle after a few months and then stopped. Dan suggested that the board do a better job of communicating with landowners and make better use of newsletters in order to deal with rumors. Discussion included questions regarding how much it would cost to send all complaints to the attorney; and the number of these types of communications the association receives, which was quite a few. There was pushback from affected landowners about their summaries and communications being libel, which they did not believe was the case. The board debated the pros and cons of giving complaints to the attorney including minimizing general distrust of the board if a third party were to answer issues; giving legal answers to landowners who didn't honor other's viewpoints; the possibility of reducing the experience of being told at every meeting that someone's finger was on the legal trigger, which made it hard for the board to function; freeing the board to handle its main duties of maintaining roads and enforcing covenants; the cost of several letters per month going to the attorney; the need for the board to be more transparent and the suggestion that it causes its own problems by not getting committee meeting minutes out in a timely manner; the counter that the board takes longer to release minutes because of the need to make sure they're right and approved by the majority of directors. Other discussion included the idea that the board would have to prove harm to win a libel case; that board members have been instructed not to interact with landowners in public such as at the post office and that creates a wall between the board and members; that board members are willing to talk about building projects and neighborhood issues but hesitate to engage in discussions of contentious topics that would better be brought up in a board meeting where everyone can participate; that landowners would prefer to hear individual board member opinions, not the board's opinion; that three minutes isn't enough time for a landowner to thoroughly present an issue

during the input period at board meetings and the remedy of submitting an agenda request; the idea that communications to the board be voted on by members on a case-by-case basis regarding sending them to the attorney; and the idea of getting the Ombudsmen involved in contentious issues. Ia Williams stated that she believed there was a shadow board operating in the background controlling everything, and its members were Dan, Ross and Alyssa. She questioned who was on the Legal Committee, and why Alyssa was talking to the attorney. Dan clarified that he and Ross are on the Legal Committee, and Alyssa is the paid employee to assist the committee in legal matters. Dan also stated that Alyssa was an elected officer and the perception of a shadow board sounds like it is simply the officers doing their jobs.

4.2 Secretary's Report – AA

4.2.1 Upcoming Mailings – election, newsletter, governing docs

Alyssa reported that the election mailing was going out and that the goal was to send the governing documents mailing along with the newsletter the following week.

4.2.2 Agenda item submission timeline

Alyssa asked board members to get their agenda requests in two weeks before the board meeting by sending them to Karleen, who puts together the preliminary agenda.

4.3 Treasurer's Reports – RP

4.3.1 Budget Variance, Check & Deposit – August 2015

Rudy reported that not much had changed since the previous meeting. We had spent $22,000 on road maintenance so far this year and $20,000 remained. Fall grading was taking place and would therefore reduce the available amount. Dan asked Rudy to prepare a rough budget for 2016 for the board to review at the next meeting and present to the membership at the annual meeting. Regina commented upon several errors in the statements and it was decided that the errors would be fixed before the board would vote to approve the Treasurer's reports. It was also noted that Denise Orr Kirk had not submitted an invoice for her work on the digitizing project and the request that she submit her hours every month.

Action item: ***Alyssa – Contact Denise regarding monthly invoicing.***

Action item: ***Rudy – Send board corrected Treasurer's reports.***

4.3.2 Proposed workflow among Treasurer, Bookkeeper and Accountant

Rudy and Charlene, a previous bookkeeper for the GLA, discussed these issues but were not yet ready with something to report.

4.3.3 Research results regarding Bookkeeper/Accountant hours required and costs

Rudy reported that he spoke with Julie Indreland and she would be willing to come down to $40/hr because she didn't realize it was so much work (approximately 20 hrs/mo). She indicated she'd be willing to charge less for entry work. Her accounting, i.e., preparing tax returns, was charged at $65/hr. The question was posed as to where the 20 hrs/week number came from and Rudy explained it was an average of the time he and previous bookkeepers had spent. Dan reiterated the need for a roadmap of what the different financial jobs were. Paula Kehoe mentioned someone in Livingston who prepared books for the schools and Shane Center that the GLA might talk with about the job. Rudy explained that payroll would have to either go through the mail or be directly deposited in the bank on Wednesdays rather than on Mondays. He also reported that W2s for 2014 were

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misfiled and rejected by the Social Security Administration, and he is working on getting these corrected.

4.4 Election Committee – CM

Charlotte reported that the election mailing would be going out Thursday this week, and volunteers were still needed to help with the mailing. On the day of the Annual Meeting volunteers will be needed for early morning set-up, making coffee and cleanup. Emigrant Hall had been reserved for November 14th but Charlotte had confirmed that it was also available the night before for set-up by the board and volunteers.

4.5 Collection Committee Report – RP

Rudy reported the need to have a Collection Committee meeting; that he was working on preparing assessment statements and separating the ones who had signed up to get them via e-mail; that he would be meeting the following week about bookkeeping services and expected to have more time after that to do other things.
Action item: *Rudy – Schedule Collections Committee meeting.*

4.6 Road and Weed / Mgmt Committee Report – RW

Robert W. reported that the Road and Weed Committee had met on September 25th and there were five landowners in attendance as well as board members. Fall grading in NG was underway aided by rain but there might be a need for a water truck in grading SG. For winter snowplowing, a number of landowners own trucks and were ready to volunteer. Robert W. also reminded the board that he would not be seeking reelection in November and someone would need to succeed him as chairperson of the committee. Discussion included the condition of Arcturus, which might need a better base and more gravel; that Dry Creek Road was crack sealed by the county but where the pavement takes off at the beginning of Arcturus is not a county road and therefore was not done; that Bailey Paving might be asked to do this section when working on NG paved roads next year or Parks Frady might be asked about how much it would cost to chip seal it next year when they do Dry Creek. It was reported that the new guardrail in NG was installed and paid for, that a straight, not curved, piece was used, it was structurally sound, and the boulders remained behind the rail for extra safety; and that crack sealing was done that week in NG. There was extensive discussion about the best products to improve the gravel roads including Pennzsuppress-D, a free sample of which had been given to the GLA, the plan to treat 100 ft. of Arcturus with the product as a trial, and the pros and cons of that product; a report of various products currently in use that was sent to the board by Mark Seaver; the question of whether any application would hold up with roads that aren't crowned and that pool with water; the need for drainage ditches on the sides of roads; the need to find someone to install a sump to eliminate puddling on Capricorn now that the association had been reimbursed for the job not done by Adkins; the suggestion to use more clay to improve the road and reduce dust, and the counter that fast driving would still cause wash boarding; and the question of what the criteria was for a road to receive more gravel.

Weeds - Gerald reported that he was supposed to meet with Ed Schilling about the weeds on Pisces but it was cancelled; Paul suggested that grading might take care of the weeds on the sides of the road. The idea of using weevils to handle the weed problem was suggested.

4.7 Project Review Committee Report – GD / KN

4.7.1 Pinardo final project approval

Kevin reported that Pedro Pinardo (Lot 32-A-2 SG) had submitted a Final

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Approval Form to receive back his construction bond of $100 on his garage project. Kevin had gone to inspect the property, and having been inside in the past and knowing there were cooking facilities and a bathroom inside, he asked to be let in to inspect and see if the building was just a garage. Pedro had indicated he was not comfortable allowing Kevin in so Kevin walked around outside and noticed power, a satellite dish, and gas line going into the garage. Mr. Pinardo had told Kevin that he only stayed in the garage for 30 days out of the year when he rented out his house. Kevin stated that he could not approve this project approval because he believed the building was more than a garage and suggested it be assessed as a dwelling. Discussion included Dan's explanation of the definition of a dwelling as being specifically designed for occupancy by a single family (Covenants 3.1.2) and that Pedro's outbuilding did not rise to the level of being a dwelling because it was designed as a garage and housed vehicles including an RV; Clare Parker's assertion that you don't park an RV in your house and the governing documents allow for a resident to live in an RV for up to 90 days; the idea that board members are not the police and can't get a warrant to search the inside; that when you do a project review, you don't need to show a floor plan, only a footprint and height; the question of whether this situation is different than having a guesthouse which has two sets of people living on the property simultaneously and using the roads, since Pedro seems to be using his garage as a guesthouse. Several landowners expressed suspicion about the situation. It was also reported that Mr. Pinardo had removed a stove from the garage that very morning with the aid of a board member; and the landowner's fear that once the dust settled Pedro would be able to move the stove back in. **Motion:** Kevin motioned and Rudy seconded to refund Pedro Pinardo's $100 construction bond. Discussion included Charlene's suggestion that his money be returned along with a letter expressing the suspicion that he had been using this building as a guesthouse. **Motion carried.** (9 in favor; 3 abstentions – Kevin, Ross & Charlene).

4.8 Communications Committee Report – Robert B.

Robert reported that he had missed the Communication Committee meeting and would reschedule it the following Thursday, October 15th at 7:00 p.m.

4.9 Technology Committee Report – Ross

4.9.1 Implementation of e-mail Program

Ross reported that about 17% of landowners had sent in e-mail consent forms and a little less than half of them had completed the authentication and confirmation process at that point. Almost a quarter of the forms were missing key elements such as initials for assessments, the authorization code and/or checked boxes indicating their preferences.

Action item: ***Karleen – Get back to those who have not yet completed the process to let them know they are not yet on the list.***

4.9.2 Implementation of Ticketing System

Ross reported that the ticketing system was up and running; that we had worked on a service level agreement of high to low priority, assigning a timeframe that each priority level would receive a response in; that in the first weeks, response times were relatively quick with an average resolution time of one day and six hours; and that some tickets contained e-mails with multi-part questions that would take longer to answer. It was noted that although every e-mail went to the board, attachments, phone messages and faxes were no longer directly accessible to the directors. Karleen was therefore the router or dispatcher, sending those items to

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individual committees or the entire board as necessary. At this time the ticketing system was free but might require more agents to be added at a cost.

4.10 Community Property Committee Report – CM

Charlotte reported that the Committee had met on September 17th; Robert W. had not been able to attend; that Paul had assessed the damage to the building at the soccer fields and all seven door frames had been kicked in and split, and would cost about $1,500 to fix. The building was storing soccer equipment. Discussion included the idea of putting up a security camera; getting volunteers to help paint; the need for community input to create a plan for developing the area; and questions regarding whether non-Glastonbury landowners might use the land. The original agreement with the Church regarding use of this donated property seemed to include Glastonbury and the Emigrant area.
Action item: ***Charlotte – investigate the intent and meaning of non-Glastonbury neighbor's use of the property.***

5. UNFINISHED BUSINESS

6. NEW BUSINESS

7. Adjournment

Dan adjourned the meeting at 10:04 p.m.

8. Next Board Meeting: November 9, 2015 via phone conference.

From: Admin Assistant
Sent: Wednesday, November 25, 2015 10:37 AM
Subject: Oct 5 mtgmins

Attached are two files. One is a draft of the October 5 meeting minutes that includes the 10 corrections from Kevin along with quotes from the recording regarding those corrections. The other is a file with the meeting minutes amended.

On Wed, Nov 25, 2015 at 1:18 PM, **Charlotte Haley Mizzi** wrote:
I make a motion to approve the minutes as amended by Karleen. Charlotte

On Wed, Nov 25, 2015 at 4:02 PM, **K Newby** wrote:
I will second those minutes. Kevin Newby

From: **Charlene Murphy**
Sent: Wednesday, November 25, 2015 7:12 PM
Subject: Re: Oct 5 mtgmins
For the Record, I, Charlene, approve the Oct 5th meeting minutes as edited.

On Wed, Nov 25, 2015 at 9:03 PM, **K Newby** wrote:
I approve. Kevin

On Nov 25, 2015, at 22:05, **Charlotte Haley Mizzi** wrote:
I approve the minutes of October 5th.

From: **rossbrunson**
Date: Thu, 26 Nov 2015 04:06:11 -0700
Subject: Re: Oct 5 mtgmins
Approved.

On Thu, Nov 26, 2015 at 8:09 AM, **Paul Ranttalo** wrote:
I approve..Paul

From: **gerald dubiel**
Date: Thu, Nov 26, 2015 at 8:35 AM
Subject: Oct 5 mtgmins
I approve.

On Fri, Nov 27, 2015 at 10:54 AM, **Ed Dobrowski** wrote:
I approve,
Ed

On 11/27/2015 10:42 PM, **Rudy Parker** (GLA Treasurer) wrote:
I approve. ~Rudy

On Mon, Nov 30, 2015 at 10:43 AM, **Dan Kehoe** wrote:
I approve.
Dan

Newman Brozovsky
Date: Tue, Dec 1, 2015 at 7:35 AM
Subject: Re: Oct 5 mtgmins
I approve. Sorry about being so late. Newman

2015-10-05_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

October 5, 2015 – 7:00 pm

1. **Call to Order and Opening Prayer (7:00 p.m.)**
2. **Set Agenda**
3. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
4. **Officer and Committee Reports**
   - 4.1 President's Report – DK
     - 4.1.1 November board meeting date
     - 4.1.2 Committee Appointments
     - 4.1.3 Conflict of Interest Policy
     - 4.1.4 Record Retention Policy
     - 4.1.5 Legal Situation Regarding Slander and Libel
   - 4.2 Secretary's Report – AA
     - 4.2.1 Upcoming Mailings – election, newsletter, governing docs
     - 4.2.2 Agenda item submission timeline
   - 4.3 Treasurer's Reports – RP
     - 4.3.1 Budget Variance, Check & Deposit – September 2015
     - 4.3.2 Proposed workflow among Treasurer, Bookkeeper and Accountant
     - 4.3.3 Research results regarding Bookkeeper/Accountant hours required and costs
   - 4.4 Election Committee – CM
   - 4.5 Collection Committee Report – RP
   - 4.6 Road and Weed / Mgmt Committee Report – RW
   - 4.7 Project Review Committee Report – GD / KN
     - 4.7.1 Pinardo final project approval
   - 4.8 Communications Committee Report – Robert B.
   - 4.9 Technology Committee Report – Ross
     - 4.9.1 Implementation of e-mail Program
     - 4.9.2 Implementation of Ticketing System
   - 4.10 Community Property Committee Report – CM
5. **UNFINISHED BUSINESS**
6. **NEW BUSINESS**
7. **Adjournment (10:00 p.m.)**

2015-11-09_BDGN.pdf

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

November 9, 2015

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1. Call to Order

The meeting was called to order by Dan Kehoe at 7:07 p.m. via phone conference.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Rudy Parker (Treasurer), Alyssa Allen (Secretary), Robert Branson (aka Robert B., arrived at 7:27), Newman Brozovsky, Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi, Charlene Murphy, Kevin Newby, Paul Ranttalo.
ABSENT: Robert Wallace (aka Robert W.)
Also attending: Karleen McSherry (Administrative Assistant).
Landowners: Miriam Barker; Debbie Blais, Gregory Bodwell, Debbie & Ken DeGraaf, Claudette Dirkers, Sandra Irby, Leo & Dorothy Keeler, Jim Kozlik, Donna Lash-Andersen, Sheila Laverty, Chuck & Sally Muto, Val O'Connell, Mark Seaver, Ia Williams, Regina Wunsch.

Opening Prayer.

2. Set Agenda

3. Approve Meeting Minutes

Alyssa reported that the October 5, 2015 meeting minutes had received board input and were not yet ready to vote on. When edited they would be sent for an e-mail vote.

4. Visiting Landowner Input Period

4.1 Landowner Forum setup by Jim Kozlik

Jim Kozlik informed everyone that he had set up a GLA member forum at GLAmemberforum@freeforums.net; and that it was separate from the GLA website. He explained his vision of it being a place for landowner discussions, for board committees to communicate with landowners, and for the board to take a pulse regarding what concerns landowners. Members needed to register with a user name and password for their messages to be recorded. Leo Keeler noted it would be an asset for landowners to discuss proposed changes to the governing documents. Mark Seaver suggested that the member forum be part of the GLA website so it would be easier for members to find and use.

Kevin reminded everyone that the speed limit on GLA gravel roads is 25 mph. Claudette Dirkers referenced a letter she had sent the board before the meeting about desiring to return to St. John's Church for monthly meetings. Charlene clarified that although St. John's didn't kick the GLA out, the board couldn't guarantee to St. John's that what they required in terms of decorum would be met and maintained given the current climate of division and dissent. Dan reiterated that if we could all arrive at the level of courteous behavior the church required, we'd love to return to St. John's. Kevin suggested that if the GLA were to fix up and add on to the soccer field building it could be used for meetings. Val O'Connell reported that Pennzsuppress-D was applied on Friday before it snowed on Tuesday. It was applied from the beginning of Arcturus to the speed limit sign.

5. Officer and Committee Reports

5.1 President's Report – DK

5.1.1 Opening Prayer

Dan opened the discussion about prayer in these meeting. It was noted that Park Electric opened its meetings with the Pledge of Allegiance, a prayer and the state song; that Congress and corporate meetings opened with a prayer; and that since prayer was reintroduced during these meetings people seemed to be behaving

better. Others believed a moment of silence at the beginning would be more inclusive and would make people feel more comfortable in attending meetings. An analogy was made with the National Anthem at sporting events during which some people don't put their hands over their heart. Likewise, it was suggested that people who don't prefer verbal prayer don't have to participate in it. Sympathy was expressed for atheists in the community who might be offended by an opening prayer. The board voted to retain the opening prayer (6 for prayer and 5 for a moment of silence). Dan suggested the topic be revisited by the new board. **Action Item:** ***Karleen – put opening prayer on the next agenda for the new board to vote on.***

5.1.2 Conflict of Interest Policy

The board discussed the Conflict of Interest Policy including the fact that having a financial interest doesn't necessarily represent a conflict because all landowners have a financial interest in the GLA; that if anybody meets the criteria for 2A, B or C, then they are deemed to have a conflict but if it's not spelled out in the policy the board can determine if a conflict exists or not. **Motion:** Kevin motioned and Charlotte seconded that the board accept the Conflict of Interest Policy as presented. **Motion carried unanimously.**

5.1.3 Record Retention Policy

Dan asked the board if they had any questions about the policy that had been sent out with attorney comments quite a while ago. Questions on a number of issues were raised and answered such as whether there was a need to permanently hold onto all of the things listed as such and the response that it was being done according to federal or state law and that they could be kept electronically; about the absence of audio recordings from the list and the assurance that the attorneys had advised not to put that on the list but to just discard audios after the minutes had been approved; about the length of time to retain signed board Conflict of Interest statements, either every year or for the length of board service. **Motion:** Kevin motioned and Ross seconded to remove from the policy any mention of "annual" and replace with "sign statement when a director comes onto the board." **Motion carried unanimously.** Further questions and discussion involved retention of newsletters, which need to be kept when serving as official notice. Therefore easier to keep all and preserve the history; can keep electronically. **Motion:** Ross motioned and Charlotte seconded to adopt the record retention policy with the addition of audio recordings of meetings, if made, be retained until the meeting minutes are approved. **Motion carried unanimously.**

5.1.4 Transition Time / Assuming Duties Between Outgoing and Incoming Board

Dan reminded that the membership meeting would be this Saturday November 14th and the first board meeting with new members would be December 7th. The association's attorneys had confirmed that outgoing board members were still in office until replaced at the December 7 meeting when the board would vote for officers and would receive committee assignments. Charlene questioned whether if in the interim she could have a Road Committee meeting to discuss the issue of getting a new snowplow and she was advised that she could do so. It was also suggested that she invite new board members who might be interested in the Road Committee to attend.

5.2 Secretary's Report – AA

5.2.1 September 28, 2015 Meeting Minute Written Vote Results

Alyssa reported that Kevin motioned and Robert B. seconded to approve the September 28, 2015 meeting minutes by e-mail vote. Eleven board members were in favor and one did not vote.

5.2.2 Mailings – Need to separate Official and Non-Official types of communications

Alyssa reported that the governing documents mailing that included a newsletter involved two different types of association communication – official and unofficial. She suggested that in the future attention be paid to keeping the different types separate and to make the physical match the electronic mailing. It would be complex for volunteers who collate and stuff the mailing to pull out some items from some envelopes. Discussion involved the idea that doing two separate mailings doesn't save money and that the administrative costs relative to sending to separate e-mail lists also costs.

5.2.3 Secretary Position – Resignation & New Appointment

Alyssa announced that she was resigning from the secretary position as previously written in a resignation letter to the board. She reminded people that she had been asked to stay on and had agreed to do so in order to train a new administrative assistant and to complete projects. Those things had been accomplished and she felt it was time to move on. She also stated that she would be happy to pass torches and train whomever the board chose to succeed her. Various board members thanked Alyssa for all she had done and for being willing to help in the future if needed. Dan asked for a volunteer to take the position until the Dec. 7th meeting when officers would be elected. Charlene came forward as well as Dorothy Keeler, who was neither a board member nor running for the board, and who had previously e-mailed the board about her interest and qualifications. The concern that the board would pay someone to be the secretary was clarified that this was not being considered. The board voted to fill the secretary position until the Dec. 7th meeting with 9 for Charlene, 1 for Dorothy and 1 abstention. Dan asked Dorothy to keep her hat in the ring for the Dec. 7th vote.

5.3 Treasurer's Reports – RP

5.3.1 Revised Budget Variance, Profit & Loss Reports – September 2015

Rudy reported that he had corrected the two September reports at issue. **Motion:** Rudy motioned and Charlene seconded to accept the corrected September reports for inclusion in the Oct 5 meeting minutes. **Motion carried.** (8 in favor and 2 abstentions – Robert B. & Kevin.)

5.3.2 Budget Variance, Check & Deposit – October 2015

Rudy reported that the association had been keeping within the limits of the budget and would likely have money at the end of the year if there were no big snowstorms. A question was raised about whether the $2,500 that had been deducted from Adkin's bill had been credited to NG and Regina e-mailed in saying they had been credited to North. Discussion included issues regarding how to note in the reports money moved from savings into the general fund to pay for gravel and grading, and donation income being applied to roads. Because of various problems found by Regina Wunsch, it was decided to hold off on voting on the treasurer's report until it had been corrected.

Action Item: ***Rudy – correct various reports and resend to the board.***

5.3.3 Proposed 2016 Budget

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Rudy had previously sent the board the proposed draft budget for 2016 to be presented at the annual meeting. **Motion:** Rudy motioned and Charlotte seconded to accept the corrected and amended draft budget. **Motion carried.** (7 in favor, 1 opposed – Kevin, and 2 abstentions – Ed & Newman. Ross was no longer on the call.)

5.3.4 Bookkeeper/Accountant Update

Rudy reported that the Budget Committee had met and the consensus had been to hire Julie Indreland as the bookkeeper/accountant. Since Rudy was not in favor of this option he asked Regina Wunsch to speak to the board about hiring Julie. Regina presented the benefits: the $45/hr fee which was very reasonable for the level of skill and professionalism that would be received; consistent bookkeeping regardless of rotation in the Treasurer position; and the fact that she herself would not have to spend countless hours training a new Treasurer in doing the books every time the person in the role changed. Discussion included the agreement that Julie would charge a lower price when running payroll; that she had a way of quickly fixing the outstanding accounts, especially the one's that were inherited; and that having a professional do the books would free up the Treasurer to focus on collections, the refutation of that idea because in order to keep costs down, division of labor still left a lot of day-to-day tasks to be done by the Treasurer, such as handling incoming deposits, copying and sending bills and other things to the bookkeeper, invoicing, etc. Hiring Julie would not involve signing a contract for any length of time and the arrangement could be terminated at any time. Her fees had been incorporated into the new budget for next year. **Motion:** Robert B. motioned and Charlene seconded to hire Julie Indreland. **Motion carried.** (8 in favor, 2 opposed – Rudy and Ed.)

(Due to time constraints, some of the following items were tabled as noted.)

5.3.5 Rounding off of annual fees – Tabled

5.3.6 Updating our records for properly assessing member accounts – Tabled

5.3.7 SG 32-A-2 Complaint re: garage used as dwelling unit – Tabled

5.4 Collection Committee Report – RP – Tabled

5.5 Election Committee – CM

5.5.1 Planning for reports and handouts to be given at Annual meeting

Dan reminded the board of the reports to be given at the annual meeting: president's report, treasurer's report; road and weed report; project review report and community property report. Regina Wunsch agreed to help Rudy create the treasurer's reports and Rudy suggested he give Regina the current Quickbooks via Dropbox. Charlene reported that Robert W. would not be attending the meeting but would give Charlene the report to read. Charlotte asked for help in setting up Emigrant Hall on Friday evening at 7:00 p.m.

5.5.2 Timeline for submitting documents needing to be printed prior to meeting

Dan asked that any reports to be handed out in the packets at the annual meeting be sent to Karleen as an electronic file, which is easier to attach to the minutes, by 5:00 on Wednesday Nov. 11.

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5.6 Road and Weed / Mgmt Committee Report – RW – Tabled

5.7 Project Review Committee Report – GD / KN

5.7.1 SG 42-C Barker Playhouse project review

Gerald reported that the Barkers wanted to bring a playhouse onto their property. He had visited the site and found that it was near a seasonal creek but had met the 20' setback. **Motion:** Gerald motioned and Kevin seconded to approve the Barker's playhouse with the conditions that all necessary permits be obtained and the ground is reseeded in the spring. Discussion involved the issue of using the structure to sleep in and the idea that it doesn't conform to the definition of a single-family dwelling. **Motion carried unanimously.**

5.7.2 NG 37-E Dillard Addition and Deck project review

Gerald reported that Tim Dillard wanted to put an addition on the master bedroom along with a wrap around deck. He had visited the site and the setbacks were met. **Motion:** Gerald motioned and Kevin seconded to approve Dillard's proposed addition and wrap around deck with the conditions that all necessary permits be obtained and the ground is reseeded in the spring. **Motion carried unanimously.**

5.7.3 Policy re: collecting assessments at the time of a project review – Tabled

5.7.4 Clarification of criteria for a guesthouse – CRM – Tabled

5.8 Communications Committee Report – Robert B. – Tabled

5.9 Technology Committee Report – Ross – Tabled

5.10 Community Property Committee Report – CM

Charlotte reported that the Committee was still waiting for a legal opinion regarding the section of the agreement between Church Universal and Triumphant and the GLA about who can use the land.

Action item: ***Dan – follow-up with attorney regarding land use.***

5. UNFINISHED BUSINESS

6. NEW BUSINESS

7. Adjournment

Dan adjourned the meeting at 10:48 p.m.

9. Next Board Meeting: December 7, 2015 at Emigrant Hall.

GLA 03600

2015-11-09_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

November 9, 2015 – 7:00 pm

(to be held by conference call)

1. **Call to Order and Opening Prayer (7:00 p.m.)**

2. **Set Agenda**

3. **Approve Meeting Minutes** – October 5, 2015

4. **Visiting Landowner Input Period** – (Limited to 3 minutes per owner)
   4.1 Landowner Forum setup by Jim Kozlik

5. **Officer and Committee Reports**
   5.1 President's Report – DK
      5.1.1 Opening Prayer
      5.1.2 Conflict of Interest Policy
      5.1.3 Record Retention Policy
      5.1.4 Transition Time / Assuming Duties Between Outgoing and Incoming Board

   5.2 Secretary's Report – AA
      5.2.1 September 28, 2015 Meeting Minute Written Vote Results
      5.2.2 Mailings – Need to separate Official and Non-Official types of communications
      5.2.3 Secretary Position – Resignation & New Appointment

   5.3 Treasurer's Reports – RP
      5.3.1 Revised Budget Variance, Profit & Loss Reports – September 2015
      5.3.2 Budget Variance, Check & Deposit – October 2015
      5.3.3 Proposed 2016 Budget
      5.3.4 Bookkeeper/Accountant Update
      5.3.5 Rounding off of annual fees
      5.3.6 Updating our records for properly assessing member accounts
      5.3.7 SG 32-A-2 Complaint re: garage used as dwelling unit

   5.4 Collection Committee Report – RP

   5.5 Election Committee – CM
      5.5.1 Planning for reports and handouts to be given at Annual meeting
      5.5.2 Timeline for submitting documents needing to be printed prior to meeting

   5.6 Road and Weed / Mgmt Committee Report – RW

   5.7 Project Review Committee Report – GD / KN
      5.7.1 SG 42-C Barker Playhouse project review
      5.7.2 NG 37-E Dillard Addition and Deck project review
      5.7.3 Policy re: collecting assessments at the time of a project review
      5.7.4 Clarification of criteria for a guesthouse – CM

   5.8 Communications Committee Report – Robert B.

   5.9 Technology Committee Report – Ross

   5.10 Community Property Committee Report – CM

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

8. **Adjournment (10:00 p.m.)**

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

December 7, 2015

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1. **Call to Order**
The meeting was called to order by Dan Kehoe at 7:04 p.m. at Emigrant Hall.

PRESENT: Dan Kehoe (President), Ross Brunson (Vice President), Rudy Parker (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Ed Dobrowski, Gerald Dubiel, Charlotte Mizzi, Kevin Newby, Paul Ranttalo via phone during 5.1.2, Dennis Riley, Mark Seaver via phone.
Also attending: Karleen McSherry (Administrative Assistant).
Landowners: Alyssa Allen, Svend & Donna Andersen, Miriam Barker; Tim Brockett, Robert Buchanan, Claudette Dirkers, Richard Johnson, Leo & Dorothy Keeler, Paula Kehoe, Pat Knock, Jeff & Jerry Ladewig, Michael & Sheila Laverty, George & Karen Makris, Richard Mead, Tim Murphy, Chuck & Sally Muto, Clare Parker, Wendy Riley, Chris & Ia Williams, Regina Wunsch.
Guest: Danilie Howe

Charlotte Mizzi offered an opening prayer.

2. **Set Agenda**
Added 5.3.6 to discuss who would handle financial duties while Rudy was away.

3. **Visiting Landowner Input Period**
Issues discussed were the opening prayer; why only the board votes on issues that come before it; the request for a schedule of meetings to discuss the governing docs; a document request regarding payment plans that had not yet been answered; issues of accurately reporting financial information; the need to report assessments in the same month they come in; and the date that assessment invoices would be mailed out.

4. **Approve Meeting Minutes – November 9, November 14, 2015**
Charlotte asked that the November 9th meeting minutes be corrected to reflect that under the Community Property Committee the action item of talking with the attorney was to be done by Dan not Charlotte. **Motion:** Kevin motioned and Ross seconded to approve the November 9th meeting minutes with the above correction. **Motion carried.** (10 in favor and 1 abstention – Newman.) **Motion:** Kevin motioned and Ross seconded to approve the November 14th annual meeting minutes. **Motion carried unanimously.**

5. **Officer and Committee Reports**

5.1 President's Report – DK

5.1.1 Board orientation, Conflict of Interest Statement; Confidentiality Agreement
Dan asked all board members to fill in and sign their conflict of interest form and turn it in to Karleen. Dennis was asked to sign a confidentiality form.

5.1.2 Election of Officers
President: Charlotte 7, Dennis 5 (on the third vote).
Vice President: Dennis (unopposed).
Secretary: Charlene 9, Dorothy Keeler 3.
Treasurer: Rudy (unopposed).
Dan passed the chairing of the meeting over to Charlotte.

5.1.3 Re-establish committees and chairs
Committees of Directors:
Communications & Technology Committee: **Motion:** Ross motioned & Dennis seconded to combine the Communications & Technology Committees, and call it the Communications and Technology Committee. **Motion carried unanimously.** **Motion:** Rudy motioned and Ross seconded to appoint Ross and Dennis as co-

chairs with Mark, Charlene, Dan & Charlotte as members. **Motion carried unanimously.**

Legal Committee: **Motion:** Ross motioned and Rudy seconded to appoint Charlotte and Dennis as co-chairs with Ross and Dan as members to provide continuity. **Motion carried unanimously.**

Road Committee: **Motion:** Charlene motioned and Ross seconded to have three co-chairs of the Road Committee - Paul (North), Ed (low South) and Dennis (high South) – with Mark, Charlene and Kevin as members. Discussion included the suggestion that the road committee meet soon to decide on a snowstorm/plow coordinator. **Motion carried unanimously.**

Advisory Committees to the Board:
Road and Weed: **Motion:** Charlene motioned and Ross seconded to appoint committee co-chairs Paul, Ed, Dennis and members Mark, Charlene, Kevin, Gerald, Newman, Walter Wunsch, and Clare Parker. **Motion carried unanimously.**

Finance Committee: Dan proposed that the Budget and Collections Committees be combined into the Finance Committee. **Motion:** Rudy motioned and Ross seconded Dan's proposal. **Motion carried unanimously. Motion:** Rudy motioned and Dan seconded to appoint Rudy (chair), Dan, Dennis, Charlotte, Debbie Blais, Debbie DeGraaf and Regina Wunsch, as members. **Motion carried unanimously.**

Project Review Committee: **Motion:** Dan motioned and Dennis seconded to appoint co-chairs Gerald and Kevin and members Ed and Paul, Leo Keeler and Sally Muto. **Motion carried unanimously.**

Community Property Committee: **Motion:** Charlene motioned and Ross seconded to appoint Charlotte (chair), Kevin and Ed to the committee. **Motion carried unanimously.**

Governing Documents Committee: **Motion:** Charlene motioned and Dennis seconded to appoint Dan (chair), Charlotte, Dennis, Leo Keeler, Donna Andersen and Jerry Ladewig to the committee. **Motion carried unanimously.**

Elections Committee: All board members.

5.1.4 Determine meeting dates for 2016

Discussion involved returning to St. John's Church with the provision that problems would be handled on the spot; preference for landowners being given an opportunity to speak either at the beginning or at the end of the meeting but not during board discussions; the question of whether there would be a way to get out-of-towners into the meeting via phone and the idea of talking with St. John's about putting a landline into their building at the GLA's expense. **Motion:** Ross motioned and Dennis seconded to meet at St. John's Church during 2016. **Motion carried unanimously. Motion:** Kevin motioned and Rudy seconded for the GLA to pay for a landline into the live meeting location. **Motion carried unanimously. Motion:** Ross motioned and Gerald seconded to accept the meeting dates as written. **Motion carried unanimously.**

5.1.5 Set 2016 goals

Charlotte asked committee chairs to prepare to report at the next meeting the top two goals for their committees to accomplish in the next year. Discussion included special meetings to be held with landowners regarding the governing docs and the options for phone meetings with out-of-towners. It was suggested that a Sergeant of

Arms be established. **Motion:** Dan motioned and Dennis seconded to hold governing documents meetings with the landowners on February 20th in Emigrant Hall and on March 19th via phone. **Motion carried unanimously.**
Action Item: ***Karleen – put sergeant of arms item on January agenda.***
Action Item: ***Karleen – arrange for rental of Emigrant Hall on February 20th.***

5.1.6 Revisit the prayer/no prayer standard for the year
Discussion included the pros and cons of opening GLA meetings with a prayer and the suggestion to recite the Pledge of Allegiance. Charlene motioned and Ross seconded to start GLA meetings with the Pledge of Allegiance and one minute of silence. **Motion carried.** (7 in favor; 4 opposed – Ed, Newman, Gerald and Charlotte.)

5.2 Secretary's Report – CRM
Charlene provided an overview of what was ahead in terms of mailings – statements, financials, governing docs meeting info and newsletter – and discussion involved the timing and grouping of what would be sent out; the suggestion to move financial counseling sessions between Regina & Rudy to committees; the need for a volunteer coordinator; and the goal of streamlining meeting minutes.

5.3 Treasurer's Reports – RP
5.3.1 Budget Variance, Check & Deposit – November 2015 - Tabled.

5.3.2 Budget Variance, Check & Deposit – December 2015
Regina Wunsch found a number of problems in the Treasurer's reports. **Motion:** Dan motioned and Gerald seconded for Rudy and Regina to meet one more time before meeting with the accountant on Monday to correct the reports which the board would then vote on via e-mail. **Motion carried.** (10 in favor, 1 abstention – Kevin. Paul was no longer on the call.)
Action Item: ***Rudy & Regina – correct various reports and resend to the board.***

5.3.3 Update on accountant
Rudy reported that he and Regina would meet with Julie Indreland on Monday the 14th of Dec. and that Julie would run payroll.

5.3.4 Planning for January Mailing
Rudy reported that Julie Indreland would create the financials, i.e., entering invoices for this mailing.

5.3.5 Rounding off of annual fees
Rudy explained the difficulty experienced in breaking $210.10 into quarterly payments. **Motion:** Rudy motioned and Charlene seconded to remove the $0.10 from the assessment to make it $210 even per dwelling and per lot. **Motion carried unanimously.**

5.3.6 Processing funds while Rudy is away
Charlene volunteered to make deposits and update Quick Books while Rudy is away. Julie Indreland will run payroll.
Action Item: ***Rudy – deliver Quick Books computer and checkbook to Charlene.***

5.4 Collection Committee Report – RP
5.4.1 Dwelling assessment report review

GLA 03606

Rudy provided the history of the assessment report sent to the board prior to the meeting beginning with a list of properties assembled by Debbie Blais that appeared to have dwellings that were not assessed. He then put this information into a spreadsheet and sent it to board members who reviewed and edited the list for validity. Some on the list were straightforward, such as new homes built recently that had not been noted by the association, and these were estimated to generate about another $3,200 in income. Others were found to be in gray areas, such as basement apartments. Extensive discussion ensued regarding how to prove multi-dwelling units when the covenants expressly prohibit interior inspections without permission of the resident; Kevin's proposed letter that would alert landowners to an increase in their assessments for an additional dwelling unless they allowed us in to inspect to prove otherwise; multiple suggestions to find another way to motivate the landowner to let us in to inspect including requiring an appraisal; the difference between apartments that are internally connected vs. those that are not; the issue of multi-dwelling units that were built before the master plan and therefore grandfathered in; that attorney advice was needed to clarify the gray areas; and the suggestion to move now with what we were sure of and research the rest. **Motion:** Kevin motioned and Ed seconded to send out additional assessments to those we were sure of. **Motion carried unanimously.**
Action Item: ***Legal Committee: check with attorneys regarding multiple dwellings under one roof and how to approach landowners regarding paying additional assessments for them.***

5.5 Project Review Committee Report – GD / KN

5.5.1 SG 41-A Buchanan Shop project review

Mr. Buchanan had asked that his project be tabled in order to submit a correct plat map with dimensions. Despite this request, Kevin presented the board with a list of issues regarding the project. Discussion included whether a residence must be built before an accessory building. Kevin requested Mr. Buchanan resubmit paperwork that would include a residence.
Action Item: ***Dan – put commercial activity on governing docs agenda.***

5.5.2 Policy re: collecting assessments at the time of a project review – Tabled.

5.5.3 Clarification of criteria for a guesthouse – Tabled.

5.6 Road and Weed / Mgmt Committee Report – Tabled.

5.7 Technology Committee Report – Tabled.

5.10 Community Property Committee Report – Tabled.

5. UNFINISHED BUSINESS

6. NEW BUSINESS

7. Adjournment
Charlotte adjourned the meeting at 11:50 p.m.

9. Next Board Meeting: January 11, 2016 at St. John's Church.

GLA 03607

2015-12-07_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

December 7, 2015 – 7:00 pm

1. **Call to Order and Opening Prayer (7:00p.m.)**

2. **Set Agenda**

3. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

4. **Approve Meeting Minutes** – November 9, November 14, 2015

5. **Officer and Committee Reports**
   - 5.1 President's Report – DK
     - 5.1.1 Board orientation, Conflict of Interest Statement; Confidentiality Agreement
     - 5.1.2 Election of Officers
     - 5.1.3 Re-establish committees and chairs
     - 5.1.4 Determine meeting dates for 2016
     - 5.1.5 Set 2016 goals
     - 5.1.6 Revisit the prayer/no prayer standard for the year
   - 5.2 Secretary's Report – CRM
   - 5.3 Treasurer's Reports – RP
     - 5.3.1 Budget Variance, Check & Deposit – November 2015
     - 5.3.2 Budget Variance, Check & Deposit – December 2015
     - 5.3.3 Update on accountant
     - 5.3.4 Planning for January Mailing
     - 5.3.5 Rounding off of annual fees
   - 5.4 Collection Committee Report – RP
     - 5.4.1 Dwelling assessment report review
   - 5.5 Project Review Committee Report – GD / KN
     - 5.5.1 SG 41-A Buchanan Shop project review
     - 5.5.2 Policy re: collecting assessments at the time of a project review
     - 5.5.3 Clarification of criteria for a guesthouse – CRM
   - 5.6 Road and Weed Mgmt Committee Report – CRM
   - 5.7 Technology Committee Report – Ross
   - 5.8 Community Property Committee Report – CM

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

8. **Comment Period for Visiting Landowners** – (Limited to 3 minutes per owner)

9. **Adjournment (10:00 p.m.)**

Glastonbury Landowners Association
Balance Sheet
As of November 30, 2015

	Nov 30, 15	Oct 31, 15
ASSETS		
Current Assets		
Checking/Savings		
002 · Bank of the Rockies Checking	3,527.66	21,371.51
003 · Savings Account		
004 · Savings Gen Operating Accnt	65,848.41	62,260.54
010 · Construction Bond Reserve C...	11,877.00	11,977.00
011 · Emergency Loan Reserve	0.00	7,500.00
012 · Digitizing Reserve Cash	979.81	2,181.31
014a · NG Road Reserve Cash	9,312.46	9,312.46
014b · SG Road Reserve Cash	23,596.17	23,596.17
015 · Lawsuit Reserve Cash	30,000.00	30,000.00
003 · Savings Account - Other	12.13	70.88
Total 003 · Savings Account	141,625.98	146,898.36
Total Checking/Savings	145,153.64	168,269.87
Accounts Receivable		
Accounts Receivable	271,100.70	274,840.42
Total Accounts Receivable	271,100.70	274,840.42
Other Current Assets		
Petty Cash	315.21	115.21
Wage Advances	120.00	0.00
Total Other Current Assets	435.21	115.21
Total Current Assets	416,689.55	443,225.50
Fixed Assets		
Furniture and Equipment	918.99	918.99
Total Fixed Assets	918.99	918.99
TOTAL ASSETS	**417,608.54**	**444,144.49**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	-410.00	200.00
Total Accounts Payable	-410.00	200.00
Other Current Liabilities		
Construction Bonds Held by GLA	11,897.00	11,997.00
Payroll Liabilities	962.08	594.98
Total Other Current Liabilities	12,859.08	12,591.98
Total Current Liabilities	12,449.08	12,791.98
Long Term Liabilities		
Bank of the Rockies Loan	-24.77	14,543.31
Total Long Term Liabilities	-24.77	14,543.31
Total Liabilities	12,424.31	27,335.29
Equity		
Digitizing Fund	966.81	979.81
Emergency Loan Fund	7,500.00	7,500.00
Lawsuit Fund	30,000.00	30,000.00
NG Road Fund	9,312.46	9,312.46
Opening Balance Equity	22,222.35	22,222.35
Operating Fund Balance	194,299.08	194,299.08
SG Road Fund	23,596.17	23,596.17
Net Income	117,287.36	128,899.33
Total Equity	405,184.23	416,809.20

Glastonbury Landowners Association
Balance Sheet
As of November 30, 2015

	Nov 30, 15	Oct 31, 15
TOTAL LIABILITIES & EQUITY	417,608.54	444,144.49

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash
January through November 2015

	Jan - Nov 15	Budget	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
110 · Land Assessments				
110.12 · Land Assessments 2012	6,632.93			
110.13 · Land Assessments 2013	1,220.70			
110.14 · Land Assessments 2014	2,753.22			
110.15 · Land Assessments 2015	69,774.40	72,160.00	96.69%	72,160.00
Total 110 · Land Assessments	80,381.25	72,160.00	111.39%	72,160.00
120 · Dwelling Assessments				
120.12 · Dwelling Assessments 2012	1,093.71			
120.13 · Dwelling Assessments 2013	240.92			
120.14 · Dwelling Assessments 2014	1,958.17			
120.15 · Dwelling Assessments 2015	47,982.03	49,170.00	97.58%	49,170.00
Total 120 · Dwelling Assessments	51,274.83	49,170.00	104.28%	49,170.00
150 · Golden Age Village Income	10,294.92	10,295.00	100.0%	10,295.00
170 · Finance Ch Income- Past Due Ass	4,142.28			
171 · 5% Penalty Income	2.27			
175 · Subdivision Waiver Asmnts	1,727.37			
180 · 2009 Chip Seal Assessment	14.34			
191 · Bad Debt	-4,169.94			
Total 100 · Parcel Assessment Fees	143,667.32	131,625.00	109.15%	131,625.00
200 · Project Review Fees				
201 · Application Fees	285.00			
210 · Structure Imp. & Proc.Fees	2,377.50			
215 · Well/Septic Imp. & Proc. Fees	555.00			
220 · Road/Driveway Imp. & Proc. Fees	225.00			
250 · Mileage Impact Fees	305.00			
Total 200 · Project Review Fees	3,747.50			
400 · Other Gen Fund Income				
401 · Lien Fees Paid	155.01			
440 · Miscellaneous Income	2,369.18			
450 · Donation Income	0.00			
490 · Returned Check Charges	5.00			
Total 400 · Other Gen Fund Income	2,529.19			
Total Income	149,944.01	131,625.00	113.92%	131,625.00
Gross Profit	149,944.01	131,625.00	113.92%	131,625.00

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash
January through November 2015

	Jan - Nov 15	Budget	% of Budget	Annual Budget
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	349.00	2,000.00	17.45%	2,000.00
1011 · Equipment Rental	920.00	2,600.00	35.39%	2,600.00
1012 · Snow Fences	0.00	200.00	0.0%	200.00
1013 · Sand	400.00	600.00	66.67%	600.00
1015 · Payroll Costs				
1016 · Wages Paid Snow				
1016a · Wages Paid Plowing	1,155.00			
1016b · Wages Paid Sanding	357.50			
1016 · Wages Paid Snow - Other	450.00	8,500.00	5.29%	8,500.00
Total 1016 · Wages Paid Snow	1,962.50	8,500.00	23.09%	8,500.00
1016c · Wages Paid Sand Loading	70.00			
1016d · Wages Paid Snow Fence	210.00	1,000.00	21.0%	1,000.00
1018a · Payroll Software	8.00			
1019 · Workers' Compensation Insurance	914.75			
1019a · Employ.Practice Liability Ins.	1,085.00			
Total 1015 · Payroll Costs	4,250.25	9,500.00	44.74%	9,500.00
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	740.00	698.00	106.02%	698.00
1022 · Equip Maintenance	777.71			
1024 · Truck Maintenance	0.00	3,500.00	0.0%	3,500.00
1025 · Fuel	749.53	2,500.00	29.98%	2,500.00
1026 · Wages Truck Maintenance	390.00	1,000.00	39.0%	1,000.00
Total 1020 · Equipment Costs	2,657.24	7,698.00	34.52%	7,698.00
Total 1000 · Snow Removal	8,576.49	22,598.00	37.95%	22,598.00
1030 · Road Maintenance				
1031 · Weed Control	2,192.00	2,500.00	87.68%	2,500.00
1032 · Roadside Mowing	1,080.00	1,300.00	83.08%	1,300.00
1035-A · Grading & Gravel NG				
1035b · Aries Drive	739.52			
1035c · Capricorn Drive	1,112.55			
1035d · Caspari Way East	1,130.00			
1035e · Caspari Way West	225.00			
1035f · Gemini Road	1,612.27			
1035i · Orion Way	672.85			
1035j · Pisces Way	160.00			
1035k · Sirius Drive	1,044.52			
1035l · Taurus Road	669.52			
1035m · Venus Way	1,412.27			

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash
January through November 2015

	Jan - Nov 15	Budget	% of Budget	Annual Budget
1035o · Helios Way	295.00			
1035z · Other	-150.00			
1035-A · Grading & Gravel NG - Other	0.00	12,250.00	0.0%	12,250.00
Total 1035-A · Grading & Gravel NG	8,923.50	12,250.00	72.85%	12,250.00
1035-B · Paved Road Costs NG	4,150.00	4,000.00	103.75%	4,000.00
1036 · Grading & Gravel SG				
1036b · Arcturus Drive	5,148.95			
1036d · Leo Drive	2,056.25			
1036e · Leo Lane	250.00			
1036g · Hercules Road	5,858.18			
1036h · Polaris Way	33.34			
1036j · Sagittarius Skyway	732.50			
1036k · Scorpio Way	1,145.58			
1036z · Other	100.00			
1036 · Grading & Gravel SG - Other	0.00	16,250.00	0.0%	16,250.00
Total 1036 · Grading & Gravel SG	15,324.80	16,250.00	94.31%	16,250.00
1045 · Signs, Posts, Etc	154.08	900.00	17.12%	900.00
1046 · Insurance - Roads/Common Land	5,472.17	5,498.00	99.53%	5,498.00
Total 1030 · Road Maintenance	37,296.55	42,698.00	87.35%	42,698.00
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	524.61	400.00	131.15%	400.00
1220 · Sprinkler Maintenance	339.00	150.00	226.0%	150.00
1230 · Lawn Mowing/Gas	244.20	150.00	162.8%	150.00
1240 · Mower Maintenance	44.04	250.00	17.62%	250.00
Total 1200 · Parkland/Recreation Center	1,151.85	950.00	121.25%	950.00
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	743.75	1,400.00	53.13%	1,400.00
1310b · Litigation Initiated	0.00	3,000.00	0.0%	3,000.00
Total 1310 · Legal Costs	743.75	4,400.00	16.9%	4,400.00
1312 · Document Production-Wages Paid	854.50	1,700.00	50.27%	1,700.00
Total 1300 · Litigation	1,598.25	6,100.00	26.2%	6,100.00
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	245.00	300.00	81.67%	300.00
2010 · Administrative Expense				
2010b · Administrative Costs-Wages Paid	10,725.00			
2010c · Mileage Reimbursement	154.37			
2010 · Administrative Expense - Other	0.00	12,275.00	0.0%	12,275.00
Total 2010 · Administrative Expense	10,879.37	12,275.00	88.63%	12,275.00

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash
January through November 2015

	Jan - Nov 15	Budget	% of Budget	Annual Budget
2011 · Project Review Wages	491.84			
2012 · Miscellaneous Fees	127.54			
2016 · Insurance - Board Liability	0.00	2,700.00	0.0%	2,700.00
2017 · Legal Fees-General Advice	2,015.00	5,000.00	40.3%	5,000.00
2018 · Licenses & Annual Reporting	15.00	100.00	15.0%	100.00
2019 · Lien Filing Costs	5.00	300.00	1.67%	300.00
2023 · Payroll Taxes All	1,445.25			
2050 · Office Supplies				
2050a · Admin Office Supplies	1,514.36			
2050b · Doc Production Office Supplies	28.78			
2050 · Office Supplies - Other	0.00	800.00	0.0%	800.00
Total 2050 · Office Supplies	1,543.14	800.00	192.89%	800.00
2052 · Postage & Shipping	1,932.31	2,000.00	96.62%	2,000.00
2055 · Printing & Copies	343.34	1,500.00	22.89%	1,500.00
2060 · Rent - Facilities	1,290.00	1,275.00	101.18%	1,275.00
2062 · Rent - PO Box & Safe Dep Box	107.50	160.00	67.19%	160.00
2066 · Software Costs				
2066a · Drop Box	179.82			
2066b · Quickbooks	12.00			
2066c · Microsoft Office	72.99			
2066 · Software Costs - Other	0.00	650.00	0.0%	650.00
Total 2066 · Software Costs	264.81	650.00	40.74%	650.00
2070 · Taxes - Property	573.91	325.00	176.59%	325.00
2080 · Telephone & Messaging	253.61			
2090 · Website Costs	0.00	2,200.00	0.0%	2,200.00
2095 · Internet	171.45			
2096 · Annual Mtg Refreshments	309.49	200.00	154.75%	200.00
Total 2000 · Overhead/Admin Costs	22,013.56	29,785.00	73.91%	29,785.00
Total Expense	70,636.70	102,131.00	69.16%	102,131.00
Net Ordinary Income	79,307.31	29,494.00	268.89%	29,494.00
Other Income/Expense				
Other Income				
6000 · Interest Income - Bank	147.70	80.00	184.63%	80.00
Total Other Income	147.70	80.00	184.63%	80.00
Other Expense				
6000 · Interest Expense	2,557.73	4,800.00	53.29%	4,800.00
Total Other Expense	2,557.73	4,800.00	53.29%	4,800.00
Net Other Income	-2,410.03	-4,720.00	51.06%	-4,720.00
Net Income	**76,897.28**	**24,774.00**	**310.4%**	**24,774.00**

Glastonbury Landowners Association
Profit & Loss
January through November 2015

		Jan - Nov 15
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.12 · Land Assessments 2012	8.00	
110.15 · Land Assessments 2015	83,199.62	
Total 110 · Land Assessments		83,207.62
120 · Dwelling Assessments		
120.15 · Dwelling Assessments 2015	57,042.17	
Total 120 · Dwelling Assessments		57,042.17
150 · Golden Age Village Income		10,294.92
170 · Finance Ch Income- Past Due Ass		37,870.27
171 · 5% Penalty Income		-7,533.01
180 · 2009 Chip Seal Assessment		-250.32
191 · Bad Debt		-4,169.94
Total 100 · Parcel Assessment Fees		176,461.71
200 · Project Review Fees		
201 · Application Fees		285.00
210 · Structure Imp. & Proc.Fees		2,377.50
215 · Well/Septic Imp. & Proc. Fees		555.00
220 · Road/Driveway Imp. & Proc. Fees		225.00
250 · Mileage Impact Fees		305.00
Total 200 · Project Review Fees		3,747.50
400 · Other Gen Fund Income		
440 · Miscellaneous Income		7,621.93
450 · Donation Income		0.00
490 · Returned Check Charges		5.00
Total 400 · Other Gen Fund Income		7,626.93
Total Income		187,836.14
Gross Profit		187,836.14
Expense		
1000 · Snow Removal		
1010 · Contracted Snow Removal		349.00
1011 · Equipment Rental		600.00
1013 · Sand		400.00
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	1,155.00	
1016b · Wages Paid Sanding	357.50	
1016 · Wages Paid Snow - Other	450.00	
Total 1016 · Wages Paid Snow	1,962.50	
1016c · Wages Paid Sand Loading	70.00	
1016d · Wages Paid Snow Fence	210.00	
1018a · Payroll Software	8.00	
1019 · Workers' Compensation Insura...	504.18	
1019a · Employ.Practice Liability Ins.	1,085.00	
Total 1015 · Payroll Costs		3,839.68
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	740.00	
1022 · Equip Maintenance	777.71	
1025 · Fuel	429.68	
1026 · Wages Truck Maintenance	390.00	
Total 1020 · Equipment Costs		2,337.39
Total 1000 · Snow Removal		7,526.07
1030 · Road Maintenance		

Glastonbury Landowners Association
Profit & Loss
January through November 2015

	Jan - Nov 15	
1031 · Weed Control		2,192.00
1032 · Roadside Mowing		1,080.00
1035-A · Grading & Gravel NG		
1035b · Aries Drive	739.52	
1035c · Capricorn Drive	1,112.55	
1035d · Caspari Way East	1,130.00	
1035e · Caspari Way West	225.00	
1035f · Gemini Road	1,612.27	
1035i · Orion Way	672.85	
1035j · Pisces Way	160.00	
1035k · Sirius Drive	1,044.52	
1035l · Taurus Road	669.52	
1035m · Venus Way	1,412.27	
1035o · Helios Way	295.00	
1035z · Other	-150.00	
Total 1035-A · Grading & Gravel NG		8,923.50
1035-B · Paved Road Costs NG		4,150.00
1036 · Grading & Gravel SG		
1036b · Arcturus Drive	5,148.95	
1036d · Leo Drive	2,056.25	
1036e · Leo Lane	250.00	
1036g · Hercules Road	5,858.18	
1036h · Polaris Way	33.34	
1036j · Sagittarius Skyway	732.50	
1036k · Scorpio Way	1,145.58	
1036z · Other	100.00	
Total 1036 · Grading & Gravel SG		15,324.80
1045 · Signs, Posts, Etc		154.08
1046 · Insurance - Roads/Common Land		5,472.17
Total 1030 · Road Maintenance		37,296.55
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		500.58
1230 · Lawn Mowing/Gas		244.20
1240 · Mower Maintenance		44.04
Total 1200 · Parkland/Recreation Center		788.82
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	743.75	
Total 1310 · Legal Costs		743.75
1312 · Document Production-Wages Paid		854.50
Total 1300 · Litigation		1,598.25
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees		245.00
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	10,725.00	
2010c · Mileage Reimbursement	154.37	
Total 2010 · Administrative Expense		10,879.37
2011 · Project Review Wages		491.84
2012 · Miscellaneous Fees		127.54
2017 · Legal Fees-General Advice		1,295.00
2018 · Licenses & Annual Reporting		15.00
2019 · Lien Filing Costs		5.00
2023 · Payroll Taxes All		1,445.25
2050 · Office Supplies		
2050a · Admin Office Supplies	1,514.36	
2050b · Doc Production Office Supplies	28.78	
Total 2050 · Office Supplies		1,543.14
2052 · Postage & Shipping		1,932.31

Glastonbury Landowners Association
Profit & Loss
January through November 2015

	Jan - Nov 15
2055 · Printing & Copies	343.34
2060 · Rent - Facilities	1,240.00
2062 · Rent - PO Box & Safe Dep Box	107.50
2066 · Software Costs	
2066a · Drop Box	179.82
2066b · Quickbooks	12.00
2066c · Microsoft Office	72.99
Total 2066 · Software Costs	264.81
2070 · Taxes - Property	259.41
2080 · Telephone & Messaging	253.61
2095 · Internet	171.45
2096 · Annual Mtg Refreshments	309.49
Total 2000 · Overhead/Admin Costs	20,929.06
Total Expense	68,138.75
Net Ordinary Income	119,697.39
Other Income/Expense	
Other Income	
5000 · Interest Income - Bank	147.70
Total Other Income	147.70
Other Expense	
6000 · Interest Expense	2,557.73
Total Other Expense	2,557.73
Net Other Income	-2,410.03
Net Income	**117,287.36**