

Glastonbury Landowners Association, Inc.
Board of Directors - Meeting Minutes
Wednesday - November 2, 2022 at 7:00 pm

Emigrant Hall with Virtual Zoom Option Available.

1. Call to Order (7:02 PM)

Board Members Present- *Dennis Riley (President), John Carp, Andrea Sedlak, Mark Seaver (Treasurer), Alicia Roskind, Neil Kremer, Sandra Schreyer, Hendrik Gelderloos (Vice President), Morgan Squires (Secretary), Scott Stomierowski (virtual), Jaylyn Jensen (virtual), Jewel Wieczorek*

Landowners Present- *Charlotte Mizzi, Pouwel Gelderloos, Jerry Ladewig (SG Ombudsman), Jeff Ladewig, Val O'Connell, Ron Wartman, Les Seago, Ross Brunson (NG Ombudsman), Phone participants: Wendy Riley, Miriam Barker.*

2. Approval of Meeting Minutes

3. Landowner Comment for Items Not on the Agenda- *State your name and limit comments to 2 minutes. For items on the agenda landowner comment will be granted before each decision*

3.1. Charlotte Mizzi: Commented over not receiving an email from the mailing list. Asked for list to be updated. Informed board that she has an email mailing list with landowners who opted in to receive emails. Morgan Squires commented that she is working to update the email list so more landowners receive GLA email notifications.

3.2 Les Seago: Commented that he knows of ~3 wells going intermittently dry in S. Glastonbury. Discussion ensued over the current GLA covenant surrounding well log reporting. General consensus following Board discussion was that this covenant needs to be readdressed and possibly modified or removed from the covenants because well logs have not been regularly recorded or reported by landowners. And the State keeps well log records. Dennis Riley commented that the GLA does not carry responsibility for the condition of landowner's private wells. Andrea Sedlak stated the Covenants direct that if there is a problem with wells going dry, the GLA should institute a water use plan.

3.4 Wendy Riley: Commented with information about legal requirements and board member roles and responsibilities. She referenced the Montana Code Annotated that pertains to nonprofit corporations. Wendy commented on the responsibility of board members to enforce the GLA governing documents.

3.5 Jerry Ladewig- Continued discussion on aquifers. Hendrick Gelderloos questioned why the GLA has a review process for wells. Dennis Riley recommended that the Project Review committee and Governing Documents committee analyze the rules in the covenants that mention well logs.

4. Unfinished Business

4.1. Discussion / Decision on adding or removing members to GLA Committees

Discussion on adding additional board members to the Legal committee but wanting to avoid having more than 7 board members, a board quorum, on the committee. General consensus and decision to limit the Legal committee size to 6 board members.

Motion: Motion made by Hendrik Gelderloos to add Jaylyn Jensen to the legal committee, second by Jewel Wieczorek. Unanimous roll-call vote, motion passes.

Motion: Motion made by Hendrik Gelderloos to appoint Jaylyn Jensen and Alicia Roskind Dearing to the Project Review committee, second by Neil Kremer. Discussion from John Carp is considering joining the Project Review committee at a later date. 11 yes (all except Scott Stomierowski) 1 non vote (Scott Stomierowski on remote). Motion passes.

Motion- Motion to add Alicia to the Election committee made by Jewel Wieczorek, second by Morgan Squires. Unanimous favor by voice vote. Motion passes.

5. New Business

5.1. Discussion / Decision on committee emails lists, board online storage, Microsoft teams

Discussion and presentation from Ross Brunson on options to configure the board email flow and make communicating as a board more streamlined.

Public question from Ron Wartman on whether board emails are able to be subpoenaed. Ross Brunson responded that emails can be subpoenaed.

5.2. Discussion / Decision on Administrative Assistant job description

General discussion on whether the Administrative Assistant job title should change and general discussion over the pay range. Morgan Squires said she would look into potential pay in more detail and do a comparative pay review for similar positions in Park County.

6. Ombudsman Report(s)

6.1. N. Glastonbury Report - Ross Brunson – No update.

6.2. S. Glastonbury Report - Jerry Ladewig – No update.

7. Committee Updates- *Updates provided by Committee Chairs. Public comments after update is provided*

7.1. Project Review

7.1a. Discussion / Decision on Welcome Packet

Hendrik Gelderloos, chair, provided an update. The committee wants to work with other committees to create a welcome packet for new landowners.

Action Item- The Project Review committee will work with other committees to put together a welcome packet.

Public Comment- Val O' Connell commented that a welcome packet already exists. Charlotte Mizzi said she would find a previous welcome packet and forward to Hendrik Gelderloos.

7.1b. Discussion / Decision on charging assessments following dry-in of new construction

Mark Seaver provided background information on why the GLA charges assessments on new builds following dry-in of new buildings. In the past the Board found people were living in a dried-in unit and avoiding assessments.

Public comment- Pouwel Gelderloos commented that many cities allow an 18-month period from start of construction until assessments begin being charged.

7.1c. Discussion on Process for Final Inspections / Bond Returns

General discussion of final build inspections and bond returns being released. Mark Seaver stated that a bond return can take place when reseeding is complete. Landowners need to contact the Board to schedule an inspection for a bond to be released.

Public Comment- Charlotte Mizzi said there is a form the landowner fills out, affirming that the building is finished and the PRC committee can come to inspect and see that it's done (from outside) and reseeded.

7.1d. Discussion on the process for when LO are assessed fines for improperly following project review requirements

Neil Kremer commented that he would like to ensure landowners receive notice and a warning prior to the GLA assessing fines for out of compliance projects. Discussion ensued and was tabled until the Governing Documents committee and Project Review committee can review the current process for out of compliance projects and report back.

7.2 Finance Committee

7.2a. Treasurers Report

No report at this time due to unexpected passing of a tax accountant who assisted with GLA accounting and assessments. Mark Seaver reported that the GLA needs to upgrade the electronic Dropbox subscription which stores accounting documents and other electronic board records. Currently, it provides 2GB storage for ~\$18/mo but is completely full. The upgrade would be less than \$17/mo total and would provide 2TB storage. General Board consensus was that the greater capacity and more accessible location for storing files would be beneficial.

Public comment- Charlotte Mizzi wanted to know why the check details went away on the landowner's reports. Mark Seaver replied that check details are only given to Board members, and are not provided in the report disseminated to landowners.

Motion- *Motion by John Carp to reimburse Charlotte Mizzi for the ~\$187 she spent to print the new board binders, second by Sandra Schreyer. Unanimous favor by voice vote. Motion passes.*

Discussion ensued that the Board needs to determine a monetary threshold for when a Director needs Board approval prior to spending GLA money.

7.2b. Access to treasurer@glamontana.org – For a period of time Mark Seaver did not have access to the correct email address to send assessments to landowners. Mark sent assessment statements from his personal email, and recipients may have ignored those as possibly spam, so the following motion was made:

Motion- *Motion by Mark Seaver to forgive late fees on Q4 assessments through December, 2022, second by John Carp. Unanimous favor by voice vote. Motion passes.*

7.3 Election Committee- No update, has not met.

7.4 Complaint Committee

Sandra Schreyer, chair, provided an update that she has yet to call a meeting. Sandra is trying to work through the complaints received and create a process to better handle and organize complaints.

Public comment- Jerry Ladewig, SG Ombudsman, discussed the role that the ombudsman plays in handling complaints. Many issues that come up are not formal complaints. Not everything flows through the ombudsman.

7.5 Community Property Committee

John Carp provided an update that the committee has not met.

Public comment- Val O' Connell inquired on who was on the community property committee and expressed interest in joining the committee.

Public comment- Charlotte Mizzi with support for Val O' Connell to be voted onto the Community Property committee because she helped form the Paradise Valley Recreational Community Association (PVRC), 501c3. Val explained that the PVRC was a nonprofit that raised money to maintain the soccer field property as parkland. Continued discussion on the history of the soccer fields and the previous role of the PVRC with maintenance of the soccer fields.

Public comment- Ron Wartman that the PVRC is dissolved. Dennis Riley moved the discussion back to the committee level.

7.6 Road Committee-

7.6a. Grading, gravel and snow removal

John Carp provided an update that gravel delivery and grading work will continue until the ground freezes, and then the work will transition to snow removal. Chad Standish will do snow removal work on the S. Glastonbury roads and sanding for both N. & S. Glastonbury. Mitch Larson will do snow removal for N. Glastonbury if the board approves Mitch's request for an hourly rate increase of \$20 more per hour. John was approached by landowners who want to privately pay for additional gravel to be delivered on Hercules road.

7.6b. Snow fence

Snow fence repair at Sirius approved in Board email vote 11/1-11/3/22, to be completed by Blake Greg. The Road Committee will bring recommendation for the GLA to approve installation of a new 200ft long snow fence on Capricorn Rd. near Aquarius Rd. for \$600 material cost, dependent on whether Blake Greg can complete the snow fence he is currently working on.

7.6c. Guard rails installation

\$22,000 has already been spent by the previous Board of Directors to purchase used guard rails for installation along different areas in N. & S. Glastonbury. Guard rail installation project likely to be completed by Chad Standish but the project is currently tabled until spring time. Additional materials and design work is still needed prior to installation.

John Carp reported that Chad Standish will also provide a bid for repair work for the existing Hercules Rd. guard rail.

7.6d. Sirius Rd. bump

The bump continues to get worse. Chad Standish recommended to John Carp that the repair will require removing the asphalt on either side of the bump and replacing it with gravel until the spring time when asphalt repairs can be made. No decision at this time until the Road committee can get more information.

8. Landowner Comment

- 8.1. Jerry Ladewig has information on the Community Property committee that she wants to send to John Carp.
- 8.2. Val O Connell inquired if the board received the various court orderings and filings she mailed in. Morgan Squires confirmed they were received.

9. Closed session- Meeting closed at 10:35 PM to discuss Legal committee updates

10. Adjournment

Motion: *Motion to adjourn following the closed session made by Morgan Squires. Unanimous favor by voice vote. Meeting adjourned at 11:30 PM*

Finished Business- Past email votes will soon be available for view on the website under “GLA Board of Directors Official Email Votes”

Respectfully submitted by Morgan Squires

Approved during the 2022-02-09 BOD Meeting