

Glastonbury Landowners Association, Inc.
Board of Directors - Meeting Minutes
Thursday - December 8, 2022 at 7:00 pm
Virtual Zoom Meeting

1. Call to Order (7:06PM)

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

Landowners Present: *Aija-Mara Accatino, Charlotte Mizzi, Leslie Everett, Jerry Ladewig (S. GLA Ombudsman), Doug Gill, Miriam Barker, Joe Bezotsky, John McAlister, Cristin Dhieux-Fowle, Matthew Crowley*

2. Approval of Minutes

The 2022-11-03 Minutes are incomplete so not approved yet.

3. Landowner Comment for Items Not on the Agenda

3.1 Email List Suggestion

Joe Bezotsky said he sent an email to the board earlier in the week with a suggestion to mail information to community members who are not on the email list. This led to a board discussion about the email list, cost of postage, and information about which landowners do not have email.

4. Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

4.1a. Regularly Scheduled Board Meetings

Dennis Riley led a discussion on the schedule for board meetings. Discussion ensued and the conclusion was that the GLA Board Meetings will be held the 2nd Thursday of each month. Dennis also requested that all committees schedule a regular monthly meeting on the same day every month.

4.1b. Administrative Assistant

Discussion on hiring the Administration Assistant. Hendrick Gelderloos commented that the position should be permanent to prevent the loss of information. Discussion ensued on the importance of a paid position and the possible need for an online software to assist with providing a number of functions we need (e.g., email lists, etc.) and keeping track of information.

4.2 Treasurer's Report

Mark Seaver mentioned that he was made aware of a board member who was violating MCA with defamation of character and spreading rumors about others. Discussion continued on appropriate board conduct, about being cautious, and ensuring our communications are accurate when interacting outside of the board to avoid rumors from spreading.

Mark provided a financial update along with a treasurer's report handout. Included in the report were summaries of assessment collection (excellent), road maintenance expenditures (over budget in NG, under in SG, no mag chloride, no fall maintenance), snow removal expenditures, and legal fees. Additional discussion focused on unpaid assessments (substantial money collected in 2019 and 2021 by taking debtors to court; new collections attorney to come onboard).

4.3 Ombudsman's Report

4.3a. North: Ross Brunson was not present.

4.3b. South: Jerry Ladewig had nothing to report. Jerry thought perhaps landowners do not know that she is the South ombudsman.

5. Committee Updates

5.1 Road Committee

5.5a. Fence Repair: Update on fence repair and snow plowing- 2 different snow plow contractors are out during snow storms. Discussion on snow fencing and working with landowners and the county on fence installation.

Motion - *Motion made by John Carp to approve additional costs for Greg Sheldon doing snow fence repair in both NG and SG, \$600 materials/\$800 labor, seconded by Mark Seaver. All in favor by voice vote; motion carried.*

5.5b. Snow Plowing: Update on snow plowing in North and South. Discussion of updating the snow plow contractor list on the website. If a private snow plow contractor lives in the GLA but is not in good standing, they will not be added to the publicly posted contractor list.

5.5c. Chip Sealing Project: Asphalt roads in NG were last chip sealed about 12 years ago and are due for it again. It will have to be done by next fall. It's expensive and will require financing. Three years ago did crack sealing. The road committee needs to look at that again in spring to see if that has to be done before chip sealing and what other repairs are needed (pot holes, etc.) North Glastonbury residents will need to vote to approve a special assessment to pay for chip sealing due to the cost. Because of the need for that vote, it may be unlikely to happen in 2023. The issue of the easement on Aries and Sirius needs resolution first.

Public comment from Joe Bezotsky with question on why Sirius road is being repaired if there is uncertainty if the road belongs to the Church Universal and Triumphant or if it belongs to the GLA. Dennis Riley replied that the easement issue is going to be resolved first. Joe Bezotsky also said that the GLA should get multiple bids for the chip sealing work.

5.5d. Spring Road Maintenance Contract: Update from John Carp that the road base is beginning to show on different roads and will need to be replaced before adding gravel and potentially mag chloride.

5.2 Finance Committee

Mark Seaver reported that the committee needs to meet to discuss the upcoming budget and have the budget ready to send to landowners in February.

5.3 Governing Documents Committee

Andrea Sedlak, chair, provided an update on the previous committee meetings and the main topics of discussion during the Governing Documents Committee meetings which included the following:

- a. Selected Chair
- b. Defined the committee's Charter
- c. Identified goals–topics for the committee's work
 - i. Wells
 - ii. Vacation rental surcharges
 - iii. Dwelling unit definitions
 - iv. Covenants and Master Plan review for conflict
 - v. List governing documents needing review based on changes to state law and current trends
 - vi. Expand enforcement mechanisms/fines
 - vii. Process to identify legal conflicts/violations by board members and committee members
- d. Addressed Neil's proposal for clarifying the process for applying fines based on the governing documents.

Question from Jaylyn Jensen on whether the GLA has asked an attorney about GLA authority to fine landowners. Mark Seaver said yes, the board did inquire and was told they can apply fines.

5.4 Project Review Committee

Hendrik Gelderloos, chair, updated that committee meeting was postponed. Only one project currently under review and more information is needed before final review. NG 68 needs dried-in inspection. Another dried in at SG 40-A with a dried-in guest house. Mark Seaver needs this information to begin dwelling assessments. Discussion of the process: PRC notifies the Treasurer. Treasurer sends the landowner notice when the GLA sees they are dried-in and at the beginning of the next quarter they will be assessed for the dwelling.

5.5 Complaint Committee

The committee chair, Sandra Schreyer, resigned from the Board on 12/7/2022, so a new board member will need to assume the role of chair. Alicia Roskind Dearing agreed to chair the committee temporarily. Discussion of the official complaint form on the website and question of what happens after the complaint committee receives a complaint from the landowner. Distinguishing the roles of the Ombudsman and the Complaint Committee. Jerry Ladewig offered to sit in on a future complaint committee meeting to help differentiate those roles and to explain what the process has been in handling complaints on previous boards.

5.6 Community Property & Election Committee

John Carp, chair, reported they have not yet met. No update.

6. Unfinished Business

6.1 Community Announcements

Discussion about committee chairs sending out announcements. Mark Seaver pointed out that the community announcements should go out through the info@glamontana.org address, but access to that address is limited. Morgan Squires said she created a test template that committee chairs could fill in, depending on what the Board approved, and it could send an email to specific email addresses.

Action Item: Morgan Squires will send her test template to John Carp and Mark Seaver to review and for John to try.

Question about what email listing Morgan Squires has been using, since it appears to be outdated.

Action Item: Morgan Squires will update the email list with the November 12, 2022 landowners list provided by Andrea Sedlak.

6.2 Board Code of Conduct, Policies, & Training

Discussion/decision on hiring a consultant to conduct a board training workshop and on board code of conduct, policies.

Morgan Squires suggested two individuals—Ashley Kent and Dan Clark, private consultants, that train nonprofit boards but through the lens of Montana codes geared toward private and nonprofit sectors. Their usual fees are \$500 for 4 hours and an additional \$200 for set up and preparation of in-person meeting materials. The GLA can record their training and use it in the future.

Action Item: Morgan Squires will explore the possibilities of hiring a consultant for training, the possible schedule and cost.

Jaylyn Jensen asked if there was a code of conduct and policies for when a board can go into closed session. Mark Seaver pointed out that a closed session should only happen when the Board is discussing legal matters or employee matters. Dennis Riley said that if the audience is unruly then the best option is to end the meeting. Andrea Sedlak raised the Bylaws clause requiring open meetings. Dennis Riley suggested this be among the topics the training could cover.

Action Item: Morgan added this topic to the list the training should cover.

6.3 Board Vacancies

Two board resignations, Sandra Schreyer from NG and Neil Kremer in SG. Discussed notifying landowners within 30 days about these vacancies. Discussed sending a Newsletter with the announcement of the vacancies and to recruit more landowners to sign up for email notices. Dennis Riley will draft the communication to be reviewed by the board before sending to landowners. Also discussed recruiting new committee members, including the addition of Scott Stomeiowski to committees.

7. New Business

Discussion on the need to update the GLA Welcome Packet.

Action Item: Jaylyn Jensen offered to do an initial revision of the packet.

8. Landowner Comment

Doug Gill: Commented on the challenges of using MailChimp. He hadn't received emails from the GLA since the summer. Morgan Squires advised checking the Gmail Promotions Folder, where many of the MailChimp emails have been going. Doug Gill also asked about assessment statements. He hadn't received any. Mark Seaver said that when a landowner pays assessments for the full year in January/February, and they have a zero balance, then they do not receive any further statements during the year.

John Carp: Asked about the current status of GLA as filed with the Montana Secretary of State. Morgan Squires is working to reinstate GLA's status. The annual report is filed; we just need to submit the Title XV tax form. John Carp also asked for an update on vandalized signs in SG. Dennis Riley said the sheriff came out and will investigate.

Open Discussion: Status of financial statements, emailing of assessments.

9. Adjournment

Motion: *Motion to adjourn made by Mark Seaver, with a second by Hendrick Gelderloos. All in favor by voice vote. Meeting adjourned at 10:14 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 and Andrea Sedlak
Approved during the 2022-02-09 BOD Meeting