



## BOARD MEETING MINUTES

**DATE:** March 20, 2019  
**LOCATION:** 1100 W Traverse Pkwy, Lehi, UT  
**ATTENDEES:** Randy Fry, Jason Love, Jarid Love, Scott McDonald, Randy Parry, Garry Barfuss, Brittney Pyne, Mark Petersen (by Proxy)

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### Follow up Items:

#### 1. Review Annual Meeting agenda items requiring discussion.

1. Proposed dues structure
  1. Jarid and Randy P will present slides at the annual meeting to illustrate the current dues structure and the effects of the proposed dues structure.
  2. The new dues structure separates administrative costs and road maintenance costs and distributes them in a fair and equitable manner.
  3. Under the proposed structure each due paying Association member would have one vote.
  4. Upon review of the proposed structure, Association members will vote to adopt or reject the new structure.
2. Re-keying
  1. Garry expressed that this issue is important to Association members and encouraged the Board to begin action on this in 2019 rather than delaying action until 2020.
  2. Jason will create the slides to present the re-keying plan and explain the voting process.
    1. Re-keying will be phased to allow members time to obtain keys. The Board will present its plan for new key distribution.
    2. Association members will provide input and vote to determine if there will be an annual maximum number of keys (per lot) that can be issued.
    3. Association members will be provided with the costs to copy keys and will vote to determine the number of keys the Association will pay for when re-keying.
    4. Upon review of the re-keying plan, Association members will vote to adopt or reject the plan.
3. Implementation
  1. **Motion:** Randy P moves to vote on a beginning implementation date should the proposed changes be approved by the members. Scott seconds. **Result:** Voting is unanimous in favor of 8/8/19.

2. June 22 (also clean up day) from 10:00-2:00 will be designated for obtaining keys at Gate 1.
3. **Motion:** Jason motions that as part of the key distribution plan Board Members contact info, including their city, be provided to Association members to help provide convenient key pick up. Randy P seconds.  
**Result:** Unanimous in favor
4. Board Members will assist the Secretary with key distribution and will track the numbered keys in a Google Doc.

## **2. Quickbooks Transition Following Annual Meeting.**

During the transition to a new Association President (following the annual meeting) Randy has offered to assist the new President and Secretary with the book-keeping until they are up to speed.

1. **Motion:** Randy P proposes Randy F retain auditor level Quickbooks access to assist with bookkeeping until the new President and Secretary are up to speed.  
**Result:** Unanimous in favor.

## **3. Road inspection**

1. Will be in late April or May, depending on when the roads are passable.
2. Jason will invite Forestry Service to attend to discuss options for management of the pine beetle, as well as fire safety.
3. Association members were invited in the annual letter to send road maintenance needs to the Board.

## **4. Culvert on North Twin Creek**

The Loves, who own the lots on the North side of North Twin Creek, are seeking Board approval to put in a culvert on North Twin Creek for improved property access. The current creek crossing prohibits them from getting trailers or materials into their property. They have obtained a permit from the State of Utah to do so.

1. **Motion:** Randy P Proposes the Board approve the Loves' plan to install a culvert at their own expense, and that the Association will maintain the Association road up to the culvert as part of its regular road maintenance plan. Should the culvert be damaged from the seasonal run-off in the future, the Association will have no obligation to repair or replace the culvert. Jarid Love and Jason Love recuse themselves from voting, and Randy P amends to propose that the President vote on the matter in order to have a quorum. All are in favor. **Result:** In favor: Randy F, Randy P, Scott, Garry, Mark. Opposed: None.

## **Action Items:**

1. Next meeting: 4/25
2. Jarid and Randy P. will prepare slides for the presentation about dues.
3. Jason will create slides for the presentation about re-keying.
4. Brittney will create voting ballots.
5. Scott will get updated lock costs.
6. Board Members will update Google Drive with their roles and responsibilities.
7. Randy F will coordinate with Jarid on presentation, and it will be reviewed at the next meeting.