



*Monument Manor Neighborhood Association*

PO Box 892 • Joshua Tree, CA 92252

www.monumentmanorneighborhood.com

**MMNA Board Meeting**

**April 4, 2023, 4:45 p.m.**

Terry Stone and Geary Hund’s home and on Zoom

**Minutes approved by the Board at June 13, 2023 Board Meeting**

Dan reminded the group that he purchased a new camera/microphone for his computer that hosts the Zoom portion of our meeting. This way participants on Zoom can see and hear all that are speaking. Thanks Dan!

1. Call to Order; Roll Call 4:50pm

Attendance: Dan Stork, Linda Doyle, Geary Hund, Terry Stone, Daniel Brenner, Bill Gilman (zoom)

2. Review and approval of January 17 Minutes

- Minutes for January 17 meeting were sent to Board prior to meeting. Terry asked if there were any questions/discussion. None were made. Terry Stone made a motion to accept January 17, 2023 minutes. Daniel Brenner seconded motion. No objections were noted. All in attendance were in favor. Minutes were adopted.

**TO DO:** Linda will post approved minutes on MMNA website. Done✓

3. Reports

- Treasurer’s report (including Membership renewals) (Dan)

**Finances**

<b>Year</b>	2022	2023
Accounting period	1/1-12/31	1/1 – 4/6
<b>Revenue</b>		
Cash Contributions	21,420.00	12,075.00
Bank account interest	1.16	0.19
Highway mailbox key deposits		
Direct payment of expenses by board members	224.45	60.90
<b>Total Revenues</b>	<b>\$21,645.61</b>	<b>\$12,136.06</b>
<b>Expenses</b>		
Tractor services	6430.00	
Fill dirt	5250.00	
Liability insurance	1928.00	
Signs and sign equipment	2815.14	
PO box rental	182.00	194.00

Mailings	444.24	123.54
Website		
PayPal fees	377.67	78.16
Highway mailbox lock replacement		160.00
Zoom subscription	149.90	
Incorporation fees	-951.53	25.00
Tax consulting and return preparation	250.00	225.00
Printing		
<b>Total Expenses</b>	<b>\$16,875.42</b>	<b>\$805.69</b>
<b>Ending Checking Account balance</b>	<b>\$24,276.91</b>	<b>\$35,157.41</b>
Number of contributors	89	62
Participation	41%	28%

### Finances Notes

1. Statement of information has been mailed to the Secretary of State, using Terry's address as address of MMNA. Could have been done online, but procedure is much more complicated than it was 2 years ago, so Dan opted for USPS.
2. We customarily do a 2<sup>nd</sup> round of fund raising in May/June. IMHO, MMNA does not need more money, it needs to spend money, to justify our existence. (And that money needs to concentrate on roads, to be consistent with the grounds for our state tax-exempt status.) But a 2<sup>nd</sup> round of fund raising is justified for the sake of increasing the participation rate, and fostering a sense of involvement.
3. Need a 2<sup>nd</sup> person for insurance contact: Terry?
4. Key deposit from Mark Walsh?
5. PayPal account needs updating to include nonprofit status

Good news according to Dan: we have a high balance. Bad news: we need a second round of donation requests – to be discussed later. MMNA Insurance is due June/July. Dan would like to add Terry as a contact for insurance company. Dan noted that PayPal has changed its rates for our donations. He needs to modify MMNA organization to Charitable Donations. Linda and Dan will work on this issue. Good news, people are using PayPal to send in donation.

**TO DO:** Dan will modify MMNA organization to Charitable Donations status for PayPal. **Update since meeting:** Dan states that MMNA does not meet PayPal's standards for nonprofits. Therefore, no further action required. We still don't know why most of our PayPal donations have been charged at the older, lower rate.

**TO DO:** Linda will modify the PayPal buttons on MMNA website to reflect this status change. **Update since meeting:** no further action required.

### - Roads' report (Geary)

Geary developed a scope of work for road repair and conducted a job walk with Sean Molina. He is waiting on Sean's bid. Geary has been inspecting the condition of the fire hydrants and have not seen any that look inaccessible. Not all the hydrants are marked with a post and blue reflector – MMNA may want to consider buying with blue reflectors and installing them. Another task that may be warranted is calling the Water District to see what their inspection schedule, if any, is to check and maintain the hydrants.

[https://www.amazon.com/HydraFinder-Reflective-Equipment-Flow-Rate-Identifier/dp/B09X7DWYDN/ref=sr\\_1\\_11?keywords=fire+hydrant+markers&qid=1680547555&sr=8-11](https://www.amazon.com/HydraFinder-Reflective-Equipment-Flow-Rate-Identifier/dp/B09X7DWYDN/ref=sr_1_11?keywords=fire+hydrant+markers&qid=1680547555&sr=8-11)

**TO DO:** Geary will survey how many and location of fire hydrants in Monument Manor and then order the blue reflector band for each hydrant.

Terry reminded the group that residents have asked about Special Road Districts through San Bernardino County. She suggested that we learn more about this issue and discuss pros and cons.

- Director's Reports

- Wildflowers and Invasive Species (Geary)

Geary has been taking note of the spring bloom, and areas where invasive species, primarily Mediterranean grass, is causing the reduction and/or extirpation of native wildflowers. He has taken some photographs.

**TO DO:** Geary will put together an informational bulletin as a guide to identifying both native and non-native plants with some tips on how (and why one might want to) to eradicate non-native plants.

- MMNA Mailboxes (Linda)

Linda was contacted by Navid Aslani and Shariat (Singletree Rd) who use MMNA mailbox #4 in the right bank of mailboxes. They opened by accident mailbox #4 in the left bank of mailboxes. It was determined that #4 left and #4 right mailboxes have the same key. Linda contacted Don Risser who uses mailbox #4 left and told him that MMNA would need to change the lock/key. Linda met B-OK Locksmith on March 23 and changed the lock. The next day she met with Don Risser and he gave her the keys he had for #4 left and she gave him the new keys. Linda then submitted the bill for \$160.00 to Dan Stork for reimbursement. Linda contacted Navid and Shariat and told them that the key they possess no longer opens any other mailbox other than #4 right.

Linda was contacted by Mark Walsh on Singletree Rd. He has been on the waitlist for a mailbox. There is one open MMNA mailbox located #3 right bank of mailboxes. It has been empty since March 2021. To confirm this, Linda opened #3 right and found it full of mail belonging to Amy Hathaway and Naveen Jeerreddi new owners on Rocking Chair. They bought the house from the previous owners who used #3 right. But these owners gave the mailbox keys to Bill Gilman when they sold their house. Linda and Dan Stork met at the mailboxes to remove the mail in #3 right. They sorted through it and then Linda contacted Amy Hathaway. Amy confirmed that she does not have a key for #3 right. Linda asked Amy to complete change of address, as it cannot be delivered to mailbox #3 in the future. Linda sent the mail to Amy via USPS and asked Amy to send a donation to MMNA to cover the cost (\$17.10) of shipping her the old mail. Amy agreed and thanked Linda. After removing the mail, Linda placed a notice in the mailbox #3 right stating that it is EMPTY – NO MAIL PLEASE. She has been checking the mailbox regularly and no mail is being placed in the mailbox to-date.

Linda will reach out to Mark Walsh and let him know that mailbox #3 right is available and that he needs to make all the necessary change of address paperwork with JT Post Office. He will also be informed of the “history” of the mailbox before he takes possession. Since there is no need for new lock/keys, the cost for Mark will be \$150 one-time, non-refundable fee paid to MMNA.

Note: For any mailbox that needs a new lock/keys, the resident acquiring the MMNA mailbox will pay for locksmith's travel charge, plus cost to replace the lock/keys. Plus \$150 one-time, non-refundable fee paid to MMNA.

Marsha Collins/Randy Melton (Wagon Wheel) are on the waiting list for the next available MMNA mailbox.

The group discussed that when a resident with a MMNA mailbox sells their home that we need to contact them to take possession of the mailbox keys. The mailbox key does not go to the new owner.

**TO DO:** Dan will reach out to Mark Wheeler to remind him that when he sells his home, that the keys to Monument Manor Neighborhood Association 3 April 4, 2023 Board Meeting

his MMNA mailbox should be returned to Dan. **Update since meeting:** Dan states he contacted Mark right after the meeting. On Sunday, June 4, Mark stopped by Dan's house to write a donation check, and to tell Dan he'd given the mailbox key directly to the new owner, in contradiction of our policy. He also told the new owner that there was a deposit, and the new owner was reportedly amenable to paying it. Dan asked Mark to send him contact info for the new owner, but Mark didn't do it before Mark and Stefanie moved on Tuesday, June 6, to Luneberg, Germany. The new owners' names are **Buddy and Danira French**.

#### 4. New Business

##### - Appointment of At-Large Members (New and Existing)

Terry asked Bill if he was interested in continuing as an At-Large Member. Bill agreed. Dan Stork made a motion to re-elect Bill Gilman as an At-Large Member for one year. Geary Hund seconded motion. All in attendance were in favor. Congrats Bill!

Terry suggested that we need at least one more At-Large member. Dan suggested that Terrysa Guerra may be interested in the position.

**TO DO:** Geary will reach out to Terrysa Guerra to see if she would like to be an At-Large Member.

##### - 2nd Round of Fund Requests

We discussed sending out a follow-up letter in May/June for those that have not donated in 2023. Linda suggested that we send an individual email to those that donated in 2022 but not in 2023. We discussed that we need a different letter directed at short-term rental owners. We also discussed that after the "We Missed You" email goes out that we need to send out a General Email as a follow-up. We would also like to schedule a Summer Social and "publish" the Strategic Plan and the results of the Neighborhood Survey. In addition, we should start identifying areas of accomplishments tied to the Strategic Plan.

We agreed that we should reach out to neighbors through the following ways:

- (1) "We Missed You" email goes out (April). **Done✓**
- (2) Short-Term Rental (STR) email goes out (May 1).
- (3) General Letter goes out after upcoming road repairs completed (June 1).
- (4) Summer Social Invitation (need to determine date).
- (5) Strategic Plan will be emailed (Early Fall).
- (6) What we've accomplished this year (March 2024 Annual Meeting).

**TO DO:** Linda will create and then send out a "We Missed You At The Annual Meeting" email to those that donated in 2022 but not in 2023. **Done✓**

**TO DO:** Terry will create a General Email by June 1, 2023.

**TO DO:** Linda will send Terry past Donation Request Letters. **Done✓**

##### - Resident/Non-resident Membership Status/Contributions

At the March 2023 Annual Meetings, several in attendance wanted to know more about who are our neighbors. Dan indicated that the Ownership Database is available to help answer this question. Terry asked Geary if he would be willing to create a GIS Map showing the locations of STRs, full-time residents, part-time residents, renters and location of those that donate and those that do not. He would be willing but it would require obtaining a GIS program subscription with a possible cost of \$100/year. Dan also reminded the group that San Bernardino County already provides a map on their website, showing exactly where legal STRs are located. Geary discussed indirect ways of recruiting new members. He would like to put out barricades with a sign every time that we make improvements to the roads. This would increase the visibility of MMNA.

**TO DO:** Geary will determine the cost of GIS subscription.

**TO DO:** Dan will send Geary the database with parcel numbers. **Update since meeting:** Dan states this item is unnecessary, since the link to the database has not changed and can be accessed on google drive.

- Summer Social

Terry asked Diane Kuntz at the annual meeting if she would be interested in organizing a Summer Social. Diane said yes. Today, Terry asked Bill if he would be interested in hosting a party at his home. Bill said yes. We just need to determine date/time.

**TO DO:** Terry, Bill and Diane will come up for a plan for a Summer Social for early June.

- Welcome Packet

Daniel suggested the following thoughts for a possible Welcome Packet. We discussed how people would receive the Welcome Packet (i.e., in person, email, MMNA website). Daniel asked if we would accept advertising in the Welcome Packet and at what price?

**Welcome packet**

How will we be informed of new owners (to send the packet to)?

What's the expected timeline to get the welcome packet to the new homeowner?

What will be included in the packet?

Map of Monument Neighborhood?

Mission statement of MMNA?

History of the MMNA? - include black and white photos?

Historical context – images – first house in the area

Instill an emotional connection to the area where viewers read the content

Contact details for MMNA (member name and email addresses)

What else do we want to provide to new home owners?

USPS location/hours?

Dump in Landers?

Burrtec?

Place rock on top to keep wind from knocking over trash cans

Internet providers?

AirBnB complaint line

Police – non-emergency line?

Phone number to park entrance traffic

How sound travels (to keep area quiet)

Driving on wet roads

Native / non-native plant education?

Septic tanks – how they work?

Print on what kind of paper?

In a folder of some sort?

Digital or print?

Cheaper to do digital, but possibly less impactful for AirBnB guests (assuming they'd see it)

Fire warnings  
Weather stations specific to the area

Dark skies

Cover page image - of some animals taken in the area?  
To cover expenses, can we consider advertising local to monument manor? Sean Molina's services?

## 5. Tasks

### - Publishing Strategic Plan

Terry would like to have the Strategic Plan posted on our website. Geary would like to send an email out about the Strategic Plan and the results of the Neighborhood Survey. He would also put a call out for volunteers and ask neighbors to email us if they are interested in joining our efforts. Geary said it is time that we pay attention to our "Action Items" in the Strategic Plan and be able to let neighbors know what we have accomplished at the next annual meeting in 2024.

**TO DO:** Linda will post the Strategic Plan on the MMNA website. **Done✓**

**TO DO:** Geary will create the Strategic Plan/Volunteer email.

### - Official MMNA Thank You to Glen Harris

Terry suggested that we need to send a formal thank you to Glen Harris for coming to our annual meeting March 2023. Geary suggested that we consider sending an actual thank you card, instead of an email. Linda suggested that maybe Diane Kuntz has time to create a Thank You card using the Monument Manor logo that she created for MMNA.

**TO DO:** Daniel offered to write a draft Thank You letter. **Done✓**

**TO DO:** Terry will contact Diane about a Thank You card.

### - Volunteer Coordination

Terry said that she did not receive any emails or phone calls from neighbors who may want to volunteer with MMNA.

### **Future Action Items:**

Terry will keep track of action items discussed during our meetings.

- Hold Social Events
- Create map of where STRs are in the Manor, where full-time and part-time owners live.

### **Future Agenda Items:**

- Discuss increasing the mailbox fee. Current fee is \$150.00 one-time, non-refundable.
- Membership recruitment and better participation in meetings and contributions.

## 6. Next board meeting date, time and location

**June 13 @ 4:45pm** at Terry and Geary's house and on zoom.

## 7. Adjourned @ 6:37pm