

**Monument Manor Neighborhood Association  
Board Meeting – January 13, 2017**

**Minutes**

**Attendance** – Ellen Jackman, Linda Doyle, Geary Hund, Ron Bastrup, Dan Stork at 5:30pm at Linda Doyle's home.

**Minutes from last Board Meeting** – Minutes provided with verbal overview. Minutes accepted.

**Neighborhood Watch Signs** – Ellen will check with Sheriff's office about Neighborhood Watch signs.

**UPS Letter and Our Roads** – Ellen will draft letter to UPS, Fedex, Burrtec re: slowing down on our roads.

**New 20MPH signs** – Geary will determine best locations for & number of proposed new signs.

**Roads Update** – Geary showed photos of Manor roads after last 24-hour rain, pointing out places where our efforts have worked to move the water off the road and into the wash and where more work needs to be done.

**Change in MMNA Bylaws** – Since Roads is such an important part of work of MMNA, we discussed making Roads Committee Chair a formal and elected board member. We would need to make a change to current Bylaws.

Ellen suggested that we modify Bylaws with new language that allows Board to make changes to Bylaws at time other than during Annual Meeting. She suggested that we could announce Special Meeting when needed to announce proposed change in Bylaws. Dan indicated there were changes needed to Bylaws regarding the Treasurer duties, and Linda has a copy of the suggested changes. We discussed putting Bylaws draft document on GoogleDocs for Board review.

Linda will send Dan a copy of suggested Treasurer changes in Bylaws.

Dan will draft changes to Bylaws and send to Board members for review.

Linda will send draft Bylaws to everyone in Ownership Spreadsheet on February 10, 2017 prior to Annual Meeting to give people opportunity for review.

**Funding for Roads** – Geary is working on master road plan and in order to carry it out, we will need more \$\$\$ than we currently receive from residents of Manor through membership contributions. Sooner or later we are going to have another bad rainy season and need to always have enough money in reserve for these types of catastrophic events.

Geary suggested Board consider mid-year roads fund drive for capital improvements to help alleviate chronic road problems and reduce future damage from storms. Mid-year drive could focus on specific road repairs. Approach would be to have residents pay their annual membership contributions and then six months later we send out capitol improvement campaign letter. Letter could state that we are asking residents to make dedicated donation for specific road projects. It would be voluntary. Letter would highlight our achievements this past year, including photos. Geary also suggested that we keep producing our new "good news" emails, letting residents know about our achievements.

Geary suggested consideration of small increase in \$50 annual membership contribution in addition to or in lieu of a fundraiser. Everyone agreed that we need more membership contributions from more members, in order to have enough funds to adequately take care of roads.

Approved by Board: We agreed to not ask for increase in suggested annual contribution, but will offer members more contribution options.

Linda will modify Membership Form to include more contribution options (\$50, \$75, \$100, Other).

Geary pointed out that we are still well below our highest historic membership level. He encouraged group to prioritize growing membership numbers. As a way to increase our annual membership contributions, Dan suggested that we assess how many contributions have been received and then call residents who have not contributed. Board could split up ownership list and make calls. Ellen suggested that after follow-up calls, we could assess then if we

need to carryout a mid-year roads fund drive. One problem is lack of information about changes to ownership in Manor.

Geary will create excel spreadsheet from Assessor Parcel Database with parcel #s and ownership info and once completed Linda will compare this spreadsheet to our current ownership list looking for changes. Linda will add Mid-Year Roads Fund Drive to annual meeting agenda to get feedback from members. Ellen will write Cover Letter for Annual Meeting notice.

Linda will send out hard copy of Membership Form, along with Annual Meeting announcement and agenda with cover letter summarizing our accomplishments for year via snail mail one month prior to annual meeting (February 10, 2017). Also include ownership contributions graph and cost of road repairs for 2016.

We discussed other ways to receive contributions (i.e., online through website, Square, PayPal).

Ellen will look into PayPal for contribution payments through MMNA website.

**Our Roads and How to Minimize Non-residential Use** – Discussion took place regarding placing signs at entrances to the Manor stating No Outlet, Private Roads, etc. We also talked about reaching out to National Park regarding impact on our roads from increase park visitors.

Geary will look into County Ordinance, permission to use restrictions for our roads.

Ellen will draft letter to Supt David Smith re: concerns as an association with focus on our roads.

**Role of MMNA in larger community issues** – Geary suggested that Association might consider, in addition to its mail role of maintaining roads, having MMNA Board take a position on issues which could affect entire community (e.g., increase park visitors leading to traffic issues, Section 5 BLM OHV changes and impact this would have on our community, including PHV trespass and noise). There was some discussion and general consensus was that it would be appropriate if there were a nexus with roads. FYI: Dan announced that there is MAC meeting on January 19, 2017 and that he is going to ask for airbnb to be placed on agenda. Dan will attend meeting for his personal purpose only, not as MMNA board member.

Geary/Dan will contact BLM to find out the latest with Section 5 BLM OHV plan.

**Future road work bids** – We've been primarily using one contractor due to their competitive rates, but their rates have increased and Geary will be looking for other potential vendors to compare costs.

**Liability Insurance** – Geary brought up this issue again for us to consider.

Geary will contact his personal home insurance agent to find out about liability policy for MMNA.

**USPS Mail Box changes** – USPS recently sent out letter indicating that they are going to stop using HC 1 Box address for our mailboxes. Instead, they will use our actual street address and link it to our mailboxes in the Manor. This means that MMNA can no longer have HC1 Box because the association does not have a street address.

Dan will contact JT Post Office to rent a PO BOX for MMNA.

**Sign Committee Chair** – Jack Perrodin, current chair, would like to pass torch on. Geary suggested that we could fold signs committee into roads committee and then recruit someone to be lead person for signs.

Approved by Board: New ROADS & SIGNS COMMITTEE.

Geary will move all signs and sign materials from Jack's house to his house.

Geary will name a Lead signs person.

Ellen will let Jack know of the change and thank him for all his efforts.

**Additional Funds for Roads** – Geary requested one additional hour of work (\$100) for Gary Ward to be added to his allotted amount for current ongoing repairs and improvements.

Approved by Board: Request was approved by Board.

**2017 Annual Meeting –**

Annual Meeting is **Saturday, March 11 from 4:00-6:00pm.**

Dan will talk with Bobby Furst about holding the annual meeting at his home.

Linda will send materials for Annual Meeting via snail/email mail by February 10.

Linda will develop draft agenda and send to Board.

For annual meeting, someone needs to bring coffee, cookies and water.

**2017 Annual Meeting –** Dan presented MMNA Treasurer report March 1, 2016 through December 31, 2016.

<b>Beginning balance</b>	<b>\$3728.54</b>
<b>Debits:</b>	<b>\$2032.04</b>
Meeting, office supplies, postage	\$152.81
Equipment (sandbags, signage)	\$794.23
Road repair	\$1085.00
<b>Credits:</b>	<b>\$5097.62</b>
Bank interest	\$2.62
Key deposits	\$300.00
Contributions	\$4745.00
<b>Ending Balance</b>	<b>\$6794.12</b>