

**ASPEN HILLS OWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING MINUTES
April 25, 2016**

Notice of meeting: Email and text

Meeting held at: 10194 Buttercup Dr., Sandy, UT

Board members present: Darren Falslev, Blake Llewellyn, Keith Bawden, Scott Lorensen, Troy Westover, Wesley Gurney, Joel Williamson, Steve Riley, and Debbie McCoy

Visitors: Charmay Hill - AHOA Bookkeeper, Amber Koenig – Forestry Technician from the State of Utah Dept of Natural Resources, Division of Forestry, Fire & State Lands

Minutes taken by: Jackie Riley, Secretary

Steve Riley – Conducting and welcome

Meeting began at 6:38 p.m.

Welcome – Steve welcomed everyone.

Amber Koenig from the State of Utah Department of Natural Resources presented a special award and recognition to AHOA for being only one of two communities who have reached the distinction of a “Firewise Communities/USA Status”. Congratulations for this top achievement on the mountain. Many recognized this award is in large part due to the sustained efforts of Danny Nelson. There will be a Grant Awarded. The State is waiting for the allocation and will then be distributing it to AHOA. Renewals will be done online in the future. Details will include listing the project we are working on to be a Firewise Community.

A unanimous decision was made to increase the pay of Charmay Hill, Bookkeeper by \$25.00 per month. There will also be a \$450.00 Bonus Incentive offered at the end of December 2016 based on the ability to collect on past due accounts. A formal Job Description will be drafted to outline the expectations of the Bookkeeper role so performance can be measured and evaluated.

There was discussion about switching to a CPA to handle the bookkeeper duties. A decision was made to retain Charmay and keep options open for future possibilities. The benefit of having Charmay is her ability to handle many other tasks and administrative duties that a CPA would not be willing to do. If Board members want to present viable options of a CPA Services they should submit information to Steve Riley and he would interview the candidates. More discussion would take place before making any changes.

No Public Comments

The 2016 Annual Meeting will be held on Saturday, June 25, 2016 at the Fairview City Dance Hall. Board members should arrive at 9am. Check-in will begin at 10am and the meeting will begin at 11am. Notice of this meeting will be posted on the website and in the newsletter.

Board Assignment Reports:

Gate Signs will be handled by Darren Falslev. Keith Bawden was previously assigned. Voting was unanimous to have Darren handle this task.

Security – Scott Lorensen proposed purchasing more cameras. A unanimous vote was approved to allow 4 more cameras to be purchased that would be similar to the ones we already have on the gates. Approx. cost is \$150.00 per camera. These expenses will be taken out of the Security budget allocated. 4 cameras are currently working.

Newsletter – Darren Falslev requested articles be submitted by May 10, 2016. Debbie will then post the newsletter on the website. Send a copy of your newsletter article to Debbie McCoy so she can post them all on the website.

Website – Newsletter will be posted once it is compiled by Darren. Annual meeting information will be posted. Upcoming election information will be listed. Any interested person in running for a vacancy on the board should submit a brief bio to outline their platform for AHOA to review. Annual website and security fee is up for renewal.

Fire Safety – Wesley Gurney said we will need to submit our formal fire plan for 2016. Renewal will be handled online. The County will be spraying before our annual cleanup. This will be the first time the county has been involved with spraying and they require us to replace half of the spray they use. In the past we have supplied all of the spray. We will need a list of areas where members request no spraying on their property. Wesley would like to share a brief video on fire awareness during the Annual Meeting.

Water – Blake Llewellyn reported status of having water on the mountain has not changed. We will continue to be a dry mountain.

Environmental – Troy Westover reported there are 3 new cabins being built. The owners are Keith Bawden, John Smith and Todd Carter. Copies of letters for each individual were given to the AHOA Secretary regarding approving building plans. All 3 have been approved.

Roads – Joel Williamson would like to form a better evacuation plan to ensure main roads are in good condition for immediate access/departure for all on the mountain. North Fork Road will be a priority this year and needs some work. There will be focus on this road up to the water tree this year to make improvements. Sam Maestas agreed to provide two loads of road base and the labor to repair North Fork Road.

Budget – Steve Riley gave an account of the Final AHOA Budget for 2015. Voting was unanimous by all board members. Joel Williamson made 1st motion, Keith Bawden 2nd the motion. Proposed 2016 Budget was given. Darren Falslev made 1st motion, Blake Llewellyn gave 2nd and unanimously Board approved. AHOA Budget for 2016 was motioned 1st by Darren Falslev and 2nd motion by Keith Bawden, then Board unanimously approved.

Dues - Charmay Hill gave a report on outstanding dues. She has collected \$59,200 of the \$72,000. She is sending out the 2nd notice to all delinquent accounts, which includes a \$10 late fee.

Annual Meeting – Jackie Riley will email election information to Darren to include in the newsletter. Jackie will prepare the ballots to be distributed at the Annual meeting for voting.

Important Dates: 2016 Annual Meeting will be June 25th. 10am is Sign up and 11am-12noon is the Meeting. June 18th is the Annual Clean Up. Potluck Lunch to follow at the Player's property.

*Motion to adjourn by Keith Bawden
Seconded by Blake Llewellyn
Voting was unanimous*

Meeting adjourned at 9:25 p.m.