**ANGLER MOUNTAIN RANCH HOMEOWNERS ASSOCIATION**

**Townhomes Neighborhood Committee (THNC) Meeting Minutes**

**Saturday, July 25, 2020; 9:00-11:24 AM MDT**

1. Call to Order by Kevin at 9:01am: - In attendance Kevin Bemis, Brian Birenbach, Alan Hale, Bob Cardwell, Mary Harmeyer, Additional homeowners attending: Barb Thompson, Uli Klein, Janice Barringer
2. Approval of Previous Minutes (May): May Minutes not created, see action items below:
3. President Report - Kevin
	1. Working Session held, Introduction of THNC members and Offices held
		1. Kevin: President ends 6/30/2021
		2. Mary: VP and EB Alt, ends 6/30/2023
		3. Bob: Secretary, ends 6/30/23
		4. Alan: Treasurer, ends 6/30/22
		5. Brian: EB Rep, ends 6/20/21
	2. Committee Chairs
		1. Alan: Finanace
		2. Kevin: Rules
		3. Bob: Maintenance
		4. Mary: Social and LDR
		5. Open: Snow
	3. Be careful on hack emails requesting payments
4. Action items from 6/28/20 working sessions reviewed: see action items below for carry over items
	1. TH recommendations sent to Governance Committee
	2. RMCM contract being reviewed by HOA attorney
	3. Commitment Letter sent to 300 FL homeowner
	4. Emore snow plowing contract signed
5. Landscape Design Review Committee – Mary
	1. Eight new members on the committee
	2. New LDR application process was approved by THNC, reducing the number of times the THNC needs to be involved
	3. Design Review requests – none required for THNC approval
	4. Results of meeting with Nik, Tree Plan, and Outstanding landscaping requests, was presented
	5. Private and Common gardens will be defined and identified. Nik will take care of common gardens. Homeowners will define their garden. 77 are identified as personal gardens.
	6. Irrigation issues have been logged and given to RMCM
	7. Native areas: Areas have been defined and a plan has been developed with Nik. Nik to respond to Mary about best practices for tree growth. Cutting of native grasses will be cut to 10 feet of units.
	8. Trees/Cotton Woods: Plot plans obtained. Our neighborhood is under code paragraph g. Our neighborhood number of tree requirements is determined by the whole neighborhood. Need to meet with Silverthorne to determine removal and replacement. Pruning in the fall
	9. Mulch; Get an RFP in the spring
	10. 483 FL berm. Elaine developing alternatives
6. Maintenance committee update - Bob
7. Report given about Committee meeting results, Summer Projects, Homeowner Maintenance requests, Boiler Maintenance Contractor
8. Finance committee update - Alan
9. FYE preliminary results presented, a few things need to be resolved for final financials
10. Investments report presented
11. Cross Charges of Commons for current FY approved
12. Only one late payer at this time - GREAT JOB
13. RMCM report

a. Homeowner requests report: report not complete from Josh

b. RMCM Actions authorized update: no report

c. Rentals report; no report

9. Social Committee report – Mary

a. 4th of July was a big success

b. Future LAPS event planned for entire community – Sat: August 1

c. New neighbor welcome process recommended

10. Executive Board update - Brian

a. Ad-Hoc Accounting recommendations

b. Walkway put out for rebid in spring

c. No action on Lakeshore Erosion

11. New Business

a. Urgent communication should be done via phone and text. Minimal emails should be sent with date response shown.

b. THNC Calendar posted on google drive

12. Homeowner input, questions, and requests?

a. Barb Thompson thanked all

13. Meeting Adjourned 11:24

14. Next Meeting 8/22/20 at 9:00 am

15. Executive Session – None **Motions passed - none**

**Action Items:**

1. Bob
	1. recreate May 9th Meeting minutes and post on google drive; Kevin to review and edit: May 9th Meeting Minutes to be approved at August meeting
	2. Will draft specific questions for attorney about internal damage caused by external damage and present to THNC for review: (to reduce attorney fee)
	3. Complete review and tagging of trees that are damaging property in TH’s
	4. Bob will add to the Maintenance committee summer list, Black edging
	5. Keep Maintenance Log up to date on google drive
2. Kevin
	1. Inform Sheila that VP of THNC is Mary, not Brian
	2. Post signed Emore contract on google docs
	3. Discuss with RMCM the process of handling internal damage to the HO unit
	4. Discuss TH procedures with RMCM
	5. Work with Brian on Encroachment policy
	6. Determine the work that TH does for Commons ($4,200 transfer this year)
	7. Develop Snow Committee solution
3. All Board members
	1. Review TH committee members listed on website and revise as necessary with Sheila
	2. Print and review flow chart for RMCM procedures for discussion
	3. Review Mary’s Letter to HO’s and provide feedback
	4. Review TH Calendar on google drive
4. Brian
	1. Report on RMCM contract revisions, awaiting feedback from attorney, no date set, main issues: communication, tracking, manage means? Operating under existing contract language. Discuss TH procedures with RMCM. Need to move away from Homeowner/Volunteer management towards professional management.
	2. Policy/Procedure for handling internal damage to units. Document to clarify for RMCM and HO’s the procedure for handling internal damage to units. Attorney has provided Opinion letter. Letter should be provided to Committee Members.
	3. Update of progress on Ad-Hoc Accounting actions
	4. Remind new EB treasurer to communicate with Alan
	5. Remind Tom G to review lake erosion issue
	6. Encroachment Policy update. Developing criteria.
	7. Obtain plot map and provide to Mary
	8. Work with Alan on getting investments invested easily
5. Mary
	1. Social committee to report on status of HO directory
	2. Report on 405 BE tree resolution
	3. Work with Elaine on Bern alternatives and determine responsibility
	4. Work with Brian on encroachment policy
	5. Develop a welcome new neighbor process
	6. Social committee to discuss newsletter process with pictures
	7. Remove wire trash at coffer dam
	8. Meet with Silverthorne to clarify and document tree requirements
6. Alan
	1. Meet with RMCM – TBD as needed
	2. Provide update on process/control system for assuring Working capital contributions are being received, County site
	3. Provide update on reserve investment of $300K in CD’s. Get access to the ability to invest.
	4. Provide input on bank cards being signed
	5. Provide Kevin the “Mike Bartel info and calculations” for transfer
	6. Investigate Landscape overrun
7. RMCM
	1. Sheila: Attend next TH meeting
	2. Sheila: Provide status report on authorized maintenance work
	3. Sheila to Organize TH website
	4. Shelia/Josh to develop backup to update website
	5. Requested websites updates should be done within a week, corrections within 2 days, calendar requests within 2 days
	6. Josh to report on contracted homeowner issues
	7. Josh has agreed to provide month home sales to reconcile working capital contributions
	8. Josh to get bank signature cards completed