



Board Meeting Minutes

December 1, 2018, 9:00 a.m.

Assemble Park City, 1389 Center Drive, Suite 200

BOT Attendees: Paul Reddy, Edy McConnell, Elena Gladson, Christopher Kautz, Joan Bensen, Deb Hartley, Hunt Williams (arrived late)

Owner Attendees: Bill Noland, Polly Reynolds, Ed & Paula Robertshaw, Toni Knudson

Model HOA Attendees:

1. Call to Order, Quorum Verification, Meeting Procedures: The meeting was called to order at 9:04 a.m.

2. Owner Open Forum: N/A

3. Discussion of Plan for Owner vote on the revised Declaration:

- The Board discussed the plan for the owner vote on the Declaration including electronic survey mechanics, cover letter with ballot instructions, info on a Q&A session, where to go for specific questions, vote counting and certification.
- The Board discussed John Richards office sending the ballot instead of Model HOA to limit Model HOA having to export results to John Richards.
- The Board discussed the fiduciary duty of the Board.
- The Board discussed if the votes will be secret or published by lot owner.
- The Board voted unanimously to recommend that owners approve and adopt the Declaration.
- The Board voted unanimously to approve the vote process for individual survey links, \$385 for survey monkey fee to track vote, and for John Richards to administer the vote via Survey Monkey. *Action Item: Ask John if they have the technical capability.*
- The Board voted to approve the unbudgeted expenditure of up to \$2,300 to administer the vote.
- The Board voted unanimously to approve the Q&A session dates of January 7th and January 16th. The board. *Action Item: Model HOA to check on St. Luke's availability.*
- Hunt Williams arrived.
- The Board discussed the ability to change votes if a voter changes their mind after they have voted electronically.
- The Board discussed whether or not to post a list of the votes by lot on the website.
- The Board discussed whether better for Richards Law or Model HOA to administer the vote.
- Hunt Williams departed.

4. 2019 Priorities Discussion

- The Board discussed priorities for 2019 in addition to the CC&R Re-write. 5 meetings between now and the annual meeting.

For more information, please visit our website at: <https://www.silverspringshomeowners.com/>

- 1) Phase 1C common area “Black Hole” parcel, 2) SSSFHOA interest in Masters Association, 3) Underdrain professional management, 4) Documentation and transition information packet/binder (Bylaws, meeting procedures, roles, meeting schedule), 5) Code of ethics (disclosure of conflicts of interest, communication, confidentiality, how we handle discourse), 6) Annual newsletter, 7) Communication/Public Relations, 8) Owner Directory, 9) Nomination Committee rules, 10 Traffic calming
- The Board discussed prioritization of the priorities including code of ethics and communications/PR.
- The Board discussed resuming traffic calming research in early Spring.
- The Board discussed the current list of committees and reviewing these at a future meeting.

5. Adjournment: The meeting adjourned at 10:13 a.m.