

**IRONBRIDGE PROPERTY OWNERS ASSOCIATION**  
**c/o Key Stone Management**  
**BOD MEETING MINUTES**  
**October 21, 2024 at 5pm via Zoom**

**1. Call to Order / Verification of Quorum:**

The meeting was called to order at 5:05pm. Directors present: Alice Angier, Connie Meine, Bart Turner, Mike Ferguson and Dirk Gosda. With quorum present, the meeting commenced. Also present was Courtney and Nadia Nel from Key Stone Management (KSM). There were 8 owners on the call.

**2. Changes / Additions to the Agenda:**

None.

**3. Approval of Previous Minutes:**

The meeting minutes for 09/16/24 were motioned as approved with no changes by Alice Angier and seconded by Bart Turner, all in attendance agreed.

**4. Email Approvals:**

- 09/18/24 – GRPS payment from Reserve.

**5. Member Open Forum: (3 minutes per member)**

Matt Pickett asked if there were any updates on the water right. The board directed him to the associations web page for all updates.

**6. Committee Reports:**

**a) DRB Activity Report:**

KSM presented an updated report to the board as follows:

Lot 20	1820 River Bend Way	Landscape plan approved
Lot 25	1604 River Bend Way	Conformance review
Lot 28	1486 River Bend Way	Landscaping
Lot 37	162 Blue Heron Drive	Landscaping
Lot 38	210 Blue Heron Drive	Landscaping approved
Lot 41	354 River Bend Way	New build
Lot 52	399 Blue Heron Drive	New build – Color change
Lot 54	303 Blue Heron Drive	New build – Revised driveway plan
Lot 56	207 Blue Heron Drive	New build
Lot 57	159 Blue Heron Drive	New build
Lot 60	15 Blue Heron Drive	New build
Lot 65	1294 River Bend Way	New build approved
Lot 72	1219 River Bend Way	Solar installation
Lot 83	392 River Bank Lane	New build
Lot 91	382 River Bend Way	New build
Lot 116	263 Silver Mountain Drive	New Build
Lot 126	196 Silver Mountain Drive	Various construction
Lot 140	129 White Peaks Lane	Painting
Lot 141	119 White Peaks Lane	Painting
Lot 145	47 White Peaks Lane	Various construction
Lot 167	91 River Bend Way	Various small projects
Lot 170	153 Riverbend Way	Paint / Shed / Front door
Lot 208	148 Red Bluff Vista	Small project
Lot 245	910 River Bend Way	New pergola
Lot 252	52 Eagle Claw Circle	New Home – Revised landscape plan
Lot 263	59 River Vista	Landscaping
Lot 279	303 Blue Heron Vista	Patio shading
Lot 281	353 Blue Heron Vista	Landscaping

**7. Financials:**

**a) Financial report:**

Financials are in current good standing.

**b) Budget 2025 draft / Club increase:**

The recent Club increase of \$28 per month for 2025 has been sent to the ownership. KSM is working on the draft budget and will have work sessions with the board before the next meeting so that the budget can be voted on. Connie Meine presented suggestions from the FC from their last meeting. Connie Meine motioned to engage Brian Smith as the new CPA for the association, Alice Angier seconded the motion and all in attendance agreed.

**8. Items for Discussion:**

**a) Transfer Fee update:**

The board asked KSM to send a contact list of the owners who had not voted yet, they board will divide the list and try to contact as many owners as possible to encourage them to send in a vote.

**b) Road grouting / crack seal update:**

KSM has reached out to vendors for bids with no success. This will be moved to early Spring when vendors will look at new projects again.

**c) Snow contract update:**

No bid had been received from Dirk Gosda's suggestion and the Good Earth bid has been accepted.

**d) Enforcement report:**

KSM reported that the main issue remains to be more than 3 cars parked on a driveway. KSM will send a comment from the enforcer to the board stating the improvement he has seen around the neighborhood as well as the most recent report.

**e) Board position applications:**

No new applications have been received. The announcement will appear in the next newsletter again, be posted at the mail boxes and noted in the annual meeting pack. There are 3 board member positions expiring.

**f) Common area alteration resolution:**

The board had been informed of unauthorized changes made to the associations walking trail by an owner. Alice Angier motioned that no changes to any of the associations common property may be made without prior board approval. Changes made will be subject to fines. This was seconded by Mike Ferguson and all agreed. This will also be added to the associations Rules & Regulations document.

**g) Beautification of entrances:**

A few owners have reached out to the Board about beautifying the south entrance next year. Their budget would be around \$535 and the beautification will be done Spring '25. The acceptance of this project was motioned by Bart Turner, seconded by Alice Angier and all agreed.

**h) Budget approval request for newsletter, website, member engagement committee:**

The engagement committee has asked for an amount of approximately \$1900 for the welcome totes, website fee and newsletter expenses. This request was motioned as approved by Bart Turner, seconded by Connie Meine and agreed to by all.

**i) Fire remediation activities:**

Jim Meine and some volunteers have started clearing brush and trimming trees along CR109. They now need a chipper, stump grinder to complete the job. Bart Turner motioned to approve this project as long as costs do not exceed \$1,500, this was seconded by Alice Angier and agree to by all.

**j) BOD email address:**

The board agreed to continue using KSM's email address for all correspondence, with KSM forwarding emails to the board as necessary.

**k) Signage:**

Signage for the pathways will be erected in the coming week.

**l) Annual meeting date:**

The association's annual meeting date was set for 12/02/24.

**m) Water rights update / payment – Executive session:**

This was discussed in executive session.

**9. Action Items BOD:**

Action list to be created and sent to the board by Connie Meine.

**10. Next Meeting Date:**

The next board meeting was scheduled for November 18, 2024 at 5pm.

**11. Executive Session:**

The board went into executive session at 6:53pm to discuss aging reports and the water attorney bill. They emerged at 7:35pm.

**12. Adjournment:**

The meeting adjourned at 7:35pm.