

**IRONBRIDGE PROPERTY OWNERS ASSOCIATION**  
**c/o Key Stone Management**  
**BOD MEETING MINUTES**  
**March 18, 2024 at 5pm at The Ironbridge Club**

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

The meeting was called to order at 5:10pm. Directors present: Alice Angier, Connie Meine, Mike Fergusson, Bart Turner and Dirk Gosda. With quorum present, the meeting commenced. Also present was Courtney and Nadia Nel from Key Stone Management (KSM).

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

8. h) South Ditch clean

**3. Approval of Previous Minutes:**

The meeting minutes for 02/19/24 were motioned as approved with no changes by Alice Angier and seconded by Connie Meine, all in attendance agreed.

**4. Email Approvals:**

None

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

None

**6. Committee Reports:**

**a) DRB Activity Report:**

KSM presented an updated report to the board as follows:

Lot 20	1820 River Bend Way	New Build	Under Construction
Lot 25	1604 River Bend Way	New Build	Landscaping Under Way - 1/2 done
Lot 27	1526 River bend Way	New Landscape	Landscaping Under Way - 1/2 done
Lot 26	1566 River Bend Way	New Build	Under Construction
Lot 28	1486 River Bend Way	New Build	Busy with landscaping
Lot 37	162 Blue Heron Drive	New Build	Under Construction
Lot 38	210 Blue Heron Drive	New Build	Under Construction
Lot 41	354 River Bend Way	New Build	Under Construction
Lot 50	1817 River Bend Way	New Build	Busy with landscaping
Lot 52	399 Blue Heron Drive		Under Construction
Lot 54	303 Blue Heron Drive	New Build	Under Construction
Lot 56	207 Blue Heron Drive	New Build	Under Construction
Lot 57	159 Blue Heron Drive	New Build	Under Construction
Lot 59	63 Blue Heron Drive	New Build	Landscaping Under Way - 1/2 done
Lot 60	15 Blue Heron Drive	New Build	Under Construction
Lot 65	1294 River Bend Way	New Build	Approved
Lot 82	416 River Bank Lane	Mudroom Extension	Under Construction
Lot 83	392 River Bank Lane	New Build	DRB Approved - 02.19.2024
Lot 91/92			Extend drain line to open space
Lot 106	270 River Bend Way	Replace slider & windows (black)	Under Construction
Lot 114	295 Silver Mountain Dr	New Build	Build almost done - no landscaping
Lot 252	52 Eagle Claw Cir	New Home	Under Construction
Lot 263	59 River Vista	New Build	Needs landscaping
Lot 279	303 Blue Heron Vista	Deck / irrigation	Not Approved - Meeting 02.23.2024
Lot 281	353 Blue Heron Vista	New Build	Under Construction
Lot 282	375 Blue Heron Vista	New Build	Under Construction
Lot 298	636 Fox Run Court	AC Installation	Delayed

**b) RFSD Right of Way Responsibility:**

Dirk Gosda has requested the second reporting but has not received it yet.

**7. Financials:**

**a) Financial report:**

Financials are in current good standing. All necessary transfers to the investment accounts have been done. Bart Turner explained that certain CD's are about to roll over, the board unanimously agreed to reinvest the monies. Bart will contact Edward Jones to carry this out.

**b) Forensic audit request:**

Dirk Gosda proposed that the association have a full forensic audit completed over the last 5 years on the financials. The Finance Committee was actioned with sourcing bids.

**8. Items for Discussion:**

**a) Transfer Fee – Results / Next actions:**

After a short discussion, Mike Ferguson motioned to continue working on this possible amendment, with the next step proposed being a Town Hall, this was seconded by Alice Angier and all agreed. The board will schedule a work session to decide the contents of the Town Hall and to set a date.

**b) Bylaws revision:**

The final points on the proposed amendments were discussed. KSM will compile the completed Bylaws with all edits and send to the board for final review, followed by a vote.

**c) Landscape bids:**

SOW's have been sent to 3 landscape vendors; no bids have been received. KSM will send them out once received.

**d) Club Equalization:**

KSM will continue to work on the list with the Club, to ensure all data is correct. KSM will send to the board to review once completed.

**e) Financials on website:**

It was agreed to place the associations financials on the web page without password protection at Februarys meeting. To clarify what is meant by financials, the board agreed unanimously to the following documents being included: Profit & Loss and Balance Sheet; The revised Reserve Study and the Annual Budget. Connie will work with Rhonda on this.

**f) Water rights attorney meeting:**

The board was asked to think about whether this was worth pursuing. To be discussed at the next meeting.

**g) Covenant Enforcement:**

No offers have been received. It was agreed to place ads on social media sites, Craigslist, Next Door etc. Connie will write the advert. KSM was asked to send out an owner memo reminding owners to let the management company know if they need bulb replacements, KSM will drop them off as requested.

**h) South Ditch clean:**

Mike Ferguson had sourced a bid from Earth-Wise horticultural to remove plant debris in the ditch and to spray and treat the area. The board asked KSM to source a second bid.

**9. Action Items BOD:**

1. All board members: watch for landscaping bids from KSM. Provide vote via email to finalize vendor..... by 4/9-4/10 (Mike will watch for bids to include South Ditch cleanup as add-on)
2. Connie: will direct Rhonda to make revisions to the financial page on website reflecting financial statements, revised 2023 reserve study and annual budgets. She will remove the password requirement on this page. FYI – the page titled “Top Issues” still requires password. Complete By 3/22. DONE
3. Dirk: will forward the 2nd report from title company regarding ownership and/or info on the driveway to RFSD homes in Ironbridge. Trying to determine final responsibility for maintenance, future re-striping of parking, etc. Report back to Board. Complete By 3/22?
4. All board members: Schedule a time for “work session” to discuss board consensus proposal terms of transfer fee and plan for future townhall/zoom educational meetings. Try to schedule time prior to Bart leaving, and Mike’s travel. Set meeting by 3/29.
5. Connie: draft an ad for covenant enforcement PT job, to be placed in the Post Independent paper, Facebook marketplace, Craigs List, Next Door, other free resources. By 3/25.

**10. Next Meeting Date:**

The next board meeting was scheduled for April 15<sup>th</sup>, 2024 at 5pm.

**11. Executive Session:**

None.

**12. Adjournment:**

The meeting adjourned at 8pm.