

1. Began at 7:40
 - a. Erin Fetter, Anne Grice, Doreen Dunlop, Amanda Gaube in attendance
2. Discussed meeting notes and making sure there is an update of the last meetings
 - a. Amanda/Erin/Doreen to scan old documents in next 6 months
 - i. 5/21
 - ii. 12/31
 - iii. 11/27
 - iv. 11/30
3. HOA status letter 115 Ptarmigan went on market and need to discuss how to get information to Ellen
 - a. Verify Ellen's contact information> put the charge of Ellen's time to be charged to the new owner at closing.
4. Went through profit and loss statement presented
 - a. Assessment less because of the option for discount, 41 out of 75 owners are paying yearly and taking the discount.
 - b. Discussed planned expenses for repairs and maintenance.
 - c. Discussed irrigation, grass maintenance which will continue with current contractors.
 - d. Discussed using additional income for tree maintenance
 - i. Discussed dead tree on plat and removal
 - ii. Get quote from Tim B, to make sure tree plan is relevant moving forward
 - iii. Anne will get in touch with Tim B on tree removal next steps
 - iv. Doreen to talk to Basalt Police on police escort for Tim at tree removal due to aggressive adjacent owners.
5. Sept board meeting > bring year to date financial numbers
 - a. Build Sept Board Financials - TO DO
6. Discussed needing additional board members
7. Discussed encroachment next steps
 - a. Send a notice about property encroachment- if you are encroaching on HOA property you will be receiving a notice. Notice will be sent to all owners that are encroaching on common space
 - i. DRAFT: Dear Elk Run HOA neighbor:
 1. If you are encroaching on HOA property you will be receiving a notice in the next 30 days. Please be on the lookout for an email from the board on encroachment issues.
 - ii. DRAFT: Dear Homeowner:
 1. You are encroaching on HOA common space property. Within the next 30 days all personal assets need to be removed from the premises. We appreciate your cooperation in this matter. This will serve as the first warning.
 - iii. Identify persons that are encroaching
 - b. Erin to look up fence rules due to neighborhood complaint
8. 9/22 - Anne to determine Town Hall

- a. Needs to be a minimum 3 weeks ahead of time (August 1)**
- b. Need to send in proxy (August 1)**

Meeting adjourned at 9:13 pm