

**SUN VALLEY ELKHORN ASSOCIATION
BOARD MEETING MINUTES
July 15, 2010 – 9:00 a.m.
Harker Center**

AGENDA BUSINESS ITEMS

1. Review SVEA Delinquencies and Consider Amendments to Collection Policy
2. Consider Approval of Owner Survey
3. Consider Adoption of Succession Plan
4. Acknowledge USPTS' 20 th Anniversary with SVEA
5. Consider Adoption of Media Policy
6. Consider Sun Valley Company's Request to Use SVEA Open Space for the USA Cycling Mountain Bike Championships (2011 & 2012)
7. Ratify/Approve Expenditure for New Village Pond Aerator (\$638.50)
8. Summer Membership & Sub-Presidents' Meetings: Topics, Assignments and Possible Issues of Concern

IN ATTENDANCE

Board Members	Counsel, Staff & Others
Jim Fletcher	Ed Lawson
Margaret Walker	Marlene Lowry
Patty Rosewater	Darlene Kuehn
Sid Alpert	Jan Kaas
Gary Black	Chuck Williamson
Stephen Smith	Wayne Willich & Nils Ribi (City of Sun Valley Report)
Cris Thiessen	Tim Silva (Sun Valley Company)
Ted Witt	Jack Kirk (Sagecreek owner) & Jeff & Carol Loehr (SV Jazz Festival)

ABSENT

Board Members	Counsel, Staff & Others
Pam Bailey	-

CALL TO ORDER

Jim Fletcher called this meeting to order at 9:00 a.m.

ESTABLISHMENT OF A QUORUM

A quorum was established with eight Board Members in attendance.

APPROVAL OF MARCH 29, 2010 MINUTES

The minutes of the March 29, 2010 meeting were reviewed. **MOTION:** Cris Thiessen moved to approve the minutes as presented. Patty Rosewater seconded and the motion passed unanimously.

REPORT FROM SUN VALLEY MAYOR & COUNCIL

Mayor Wayne Willich and Council Member Nils Ribi were in attendance for this portion of the meeting. They reported on the following topics:

- 1) City Budgets- Wayne reported the Council has passed a tentative budget that is down from last year by \$5.7 M or 6%. There are no funds for capital items such as police cars or road work.
- 2) Capital Improvement Planning- Wayne stated the work is going well; they are currently looking at expenditures of approximately \$43M over the next 20 years, with about \$20M being bondable such as a maintenance building, roads and streets. They will continue the public process and hopefully have a document for the public's consideration by early September.
- 3) SVEA Restriction Compliance- Mayor Willich expressed frustration with the City's handling of a home remodel taking place in Elkhorn and also encouraged consistency in the enforcement of SVEA controls regarding this same property.
- 4) City's 5-Acre Parcel- Nils informed the Board a City Parks Committee has been formed and will be looking at the 5-acre parcel along Sun Valley Road.
- 5) New Bus Shelter Structures- Nils also reported the City is beginning the review/approval process for five bus shelters to be constructed, with Stimulus Monies, within the City. Four of the structures are to be located in Elkhorn.
- 6) Elk- Jim Fletcher inquired as to the status of the Idaho Department of Fish & Game's long term plan for the Elk problem in Sun Valley. This is the plan the Department committed to provide during the February 24, 2010 City Hall meeting regarding the elk feeding proposal by the Wood River Elk Trust II (they were to present a feeding plan at this same meeting, but did not). The City has not heard from IDFG, however, Mayor Willich agreed to contact them.

TIM SILVA – SUN VALLEY COMPANY

Mr. Silva was in attendance and described the new direction Sun Valley Company has taken to implement next generation business practices that include a new marketing direction and guest satisfaction focus. Tim discussed the valley-wide changes in the economy, i.e. tourism vs. development/building, impacting the resort and all Wood River valley businesses. When asked about installing snow making equipment on the Elkhorn side of Dollar Mountain, Tim responded that the resort needs to expand terrain so it makes sense that they will provide snowmaking on Elkhorn Hill in the future.

OWNERS ADDRESSING THE BOARD

Jack Kirk, Sagecreek homeowner (101 Arrowleaf) and Sun Valley Jazz festival supporter, attended this portion of the meeting. He was accompanied by Jeff and Carol Leohr, Directors of the Sun Valley Jazz Jamboree. They all were in attendance in an effort to increase community support for the annual October event. Jeff and Carol reported that attendance is down and the Jazz Festival is struggling financially. Following discussion it was agreed SVEA could provide assistance with informing our membership of the event. Jack, Jeff and Carol will communicate with Margaret Walker to determine what information might be included in the SVEA newsletter and e-blasts.

STAFF REPORT

The report was reviewed and discussed. In addition:

- Marlene reported Rain Sensors have been installed on all SVEA irrigation clocks and it is expected we have likely already saved the \$170/each in reduced water use during this rainy spring. Cris Thiessen suggested the sensors be removed in the fall to avoid damage from winter snows. He also suggested staff contact our landscape company to learn of a water conservation technology recently developed.
- Chuck addressed questions regarding the Harker Pool water leak. The facility user numbers were analyzed.
- Chuck introduced Pool Co-Managers David Pavone and Ellen Ard. A property owner had visited with them about her son who is in Guatemala training lifeguards with no training tools or equipment. David and Ellen gathered old and spare uniforms, buoys, rescue kits, etc. and

gave them to the owner to pass along to her son. The property owner sent a lovely letter expressing her appreciation and compliments to the pool staff. The Board congratulated Ellen and David on a job well done.

BUSINESS

1. Review SVEA Delinquencies and Consider Amendments to Collection Policy

The Board discussed the status of the six past-due accounts that are currently in foreclosure or other legal proceedings and considered the proposed amendments to the existing collection policy. Following discussion it was determined the Executive Committee should oversee and approve the type of legal action to be taken on delinquent accounts. Amendments to paragraph three (3) of the policy were considered as follows:

If full payment is not received, including all lien charges and other fees, within ~~sixty (60)~~ thirty (30) days following the filing of the lien, foreclosure proceedings or other legal actions will may be initiated at the discretion of the Executive Committee. All ~~foreclosure~~ associated legal fees will be charged to the owner.

MOTION: Stephen Smith made a motion to amend the SVEA Collection Policy as presented and revised. Cris Thiessen seconded and the motion passed unanimously.

2. Consider Approval of Owner Survey

The Recreation Committee and Operations Manager are seeking approval to present an in-depth amenity usage survey to the Association Members. The intent of the survey is to address the following questions:

1. Are the existing amenities meeting current needs?
2. Do SVEA owners need more, less or different activities?
3. What can be done to get our full and part-time property owners, and their families, more engaged in using our amenities?

Chuck Williamson reviewed the concept and intent of the proposed survey. Discussion was held and ideas shared on possible changes to the cover letter, email subject line, the time frame for collecting the data and the potential need for multiple surveys. Jim Fletcher suggested that anyone with additional ideas on the letter should submit them to Chuck right away. Staff was directed to implement the changes as suggested and send the survey as soon as possible.

3. Consider Adoption of Succession Plan

A proposed succession plan, as discussed at the February 2010 Board Workshop was presented for discussion and adoption. This plan is intended to ensure continued exceptional management and services when staff turnover occurs.

MOTION: Cris Thiessen moved to approve the Succession Plan as presented. Patty Rosewater seconded and the motion passed unanimously.

4. Acknowledge USPTS' 20th Anniversary with SVEA

Bill Van Deinse, owner of USPTS, has been providing tennis services for SVEA owners and guests since the summer of 1990. Over the years Bill has worked closely with SVEA Boards and staff to make available the programs and events requested by the tennis players and the various Boards.

Bill was in attendance for this portion of the meeting and received acknowledgment and appreciation from the Board and administrative staff for his efforts over the past twenty years.

5. Consider Adoption of Media Policy

SVEA does not currently have a written media policy. At the March Board Meeting it was determined Ed Lawson would draft a basic policy for consideration at this meeting. **MOTION:** Patty Rosewater made a motion to adopt the Media Policy as presented. Sid Alpert seconded and the motion passed unanimously.

6. Consider Sun Valley Company's Request to Use SVEA Open Space for the USA Cycling Mountain Bike Championships (2011 & 2012)

Sun Valley Company has submitted a bid for the 2011 and 2012 USA Cycling Mountain Bike Championships. If awarded the bid, there will be two events; Short-Track Cross Country and Cross-Country Olympic, both to be held on Dollar Mountain. Because some of the land on Dollar Mountain is owned by SVEA they are asking permission from the Board to use this SVEA land.

MOTION: Stephen Smith made a motion to grant permission for the use of SVEA land on Dollar Mountain to Sun Valley Company. Cris Thiessen seconded and the motion passed unanimously.

7. Ratify/Approve Expenditure for New Village Pond Aerator (\$638.50)

The aerator installed many years ago in the SVEA owned Village Pond to assist with the control of aquatic weeds failed this spring. As this was not a budgeted capital expenditure, the board meeting minutes need to reflect board approval of the \$638.50 expense from capital funds.

MOTION: Stephen Smith moved to ratify the expenditure of \$638.50 for the replacement of the Village Pond Aerator. Gary Black seconded and the motion passed unanimously.

Discussion was held regarding the CPA's requirement to ratify unbudgeted or non line-item expenditures.

MOTION: Patty Rosewater made a motion to authorize the SVEA president and treasurer to approve unbudgeted or non line-item expenditures up to \$2k per event, not to exceed \$10k per fiscal year. Cris Thiessen seconded and the motion passed unanimously.

8. Summer Membership & Sub-Presidents' Meetings: Topics, Assignments and Possible Issues of Concern

Agendas for the two meetings were finalized and various Board and Staff members appointed to present issues.

COMMITTEE REPORTS

Architectural Design Liaison Committee- The ADC activity was addressed under Staff Report.

Audit Committee- Marlene reported RFPs were sent to four CPA firms in the Magic Valley. The Audit Committee will be reviewing the proposals in early August and making a recommendation for selection.

Capital Improvements Committee- Cris Thiessen reported the committee toured the facilities with Chuck. The Capital Component Plan is being updated and once complete the Committee will meet again to review and plan accordingly.

Communications Committee- Margaret Walker reported on the success of the newly implemented monthly news e-blast.

Executive Committee- There was nothing to report.

Finance Committee- Patty Rosewater reported on some of the Committee's work to date. After consideration it has been determined the \$250k capital account contingency is an appropriate amount. She also reviewed the planned expenses and informed the Board a dues increase may be needed in 2012.

Golf Committee- It was reported the golf/swim/tennis agreement between SVEA and the Elkhorn Golf Club has been finalized and is awaiting signatures.

Insurance Committee- The water damage claim for the Village Bathhouse was reported and discussed under the Staff Report. There was nothing additional to report.

Nominating Committee- Gary Black reported a deadline for submitting applications for Board Candidates would be set for early September. The August newsletter will again solicit for interested owners. At this time, only two owners have expressed interest in running for election.

Recreation Committee- Ted Witt reported his committee is actively meeting. Pool issues were discussed under the Staff Report. The tennis guest fee issue is again being discussed and ideas for change may be presented to the Board at a later date. Ted presented the Open Space Trails Master Plan and explained the proposed phasing and possible budget impacts.

MOTION: Ted Witt moved to approve the Open Space Trails Master Plan dated 7-15-10 as presented. Sid Alpert seconded and the motion passed unanimously.

During discussion regarding the required approvals and permits for constructing open space trails it was determined ADC review and approval is not required pursuant to the Master Declaration. Specifically, Section 3.08 requires prior review and approval on any exterior alteration on any lot in Elkhorn. However, the definition of 'Lot' excludes open spaces, etc.

Sub Associations Liaison Committee- Marlene Lowry reported that meeting dates had been collected and SVEA Board Members assigned to attend.

OTHER BUSINESS

There was no other business.

EXECUTIVE SESSION

A brief executive session was held.

ADJOURNMENT

With no further business, the meeting adjourned at 2:40 p.m.

MOTION: Stephen Smith made a motion to adjourn. Cris Thiessen seconded and the motion passed unanimously.

Respectfully submitted,

Margaret Walker, Secretary

SUMMARY OF MOTIONS & DECISIONS

Motion or Decision	Page #
Minutes of March 29, 2010 were approved as presented	1
Amended paragraph 3 of Collection Policy	3
Executive Committee to determine method of collection of delinquent accounts	3
Approved sending amenities/activities survey to members	3
Adopted Succession Plan	3
Adopted Media Policy	4
Granted permission for USA Cycling Mt Bike championships to be held on SVEA land at Dollar Mt.	4
Ratified expenditure for Village Pond Aerator	4
Authorized President & Treasurer to approve unbudgeted/non-line item, essential capital expenditures up to \$2k per item, not to exceed \$10k per year.	4
Approved Master Plan for Open Space trails	5

ACTION ITEMS

Who	Does What	By When
Margaret	Communicate with the Sun Valley Jazz Jamboree group re: what information to include in SVEA newsletter and e-blasts	Late summer
Chuck	Schedule removal of rain sensors; investigate, via Evergreen Landscape or others, new water conservation technologies	8-1-10
Darlene	Before ordering more statements, update terms to reflect amended Collection Policy	Before ordering
Marlene	Update Collection Policy: file, web, record rules	8-31-10
Chuck/Darlene/All	Finalize and send Questionnaire – work on follow-up & snail mail version	ASAP
Marlene	File/Implement Succession Plan	Ongoing
Marlene	Implement Media Policy	Ongoing
Marlene	Inform Dick Andersen of approval of Mt. Bike races on SVEA land	7-20-10
Marlene/Darlene	Implement policy of President & Treasurer approving non-budgeted, essential capital expenditures	Immediately
Marlene	Newsletter to ask for board member candidates	7-19-10
Chuck/Rec. Comm.	Present funding requests to Finance Committee for open space trails	8-10-10

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