

DIRECTOR'S MEETING

THURSDAY, November 9, 2023

CANYON PARK CLUBHOUSE

MINUTES

6:00 PM

ATTENDEES: Robert Simard, Dan Rushing, Dalene Felder, Johnny Clawson, Jim Marxen

Call to Order at 6:07pm by Robert Simard

- I. MINUTES - Minutes read from previous 10/9/23 meeting. Dalene Felder made motion to accept, Robert Simard seconded, Approved by all.
- II. FINANCIAL MATTERS Financials read for October, Robert Simard made motion to accept, Dan Rushing seconded, Approved by all.
- III. ITEMS OF BUSINESS
 - a. Property purchase update. Survey complete. Property line / 20 feet difference. Discussion on property fence. – Discussion had the corrected survey had been done, title company waiting for surveyor's report to close.
 - b. Discussion on recent complaints for high water events – Over the past three months, numerous complaints have been received for extremely high gallon usage, outside normal consumption, including one of the directors (Dalene Felder). Discussion on steps to isolate the issue include adding a meter in series with an existing meter, look at all high reported meters to see if possibly meter age may be common. Bucket tests on all accounts were good. Also discussed replacing old meters with new meters.
 - c. Discussion regarding Simply Aquatics Pump Repair Invoice – Due to the high invoice cost, new pump cost appears to be in line, question labor/# men charge as Johnny Clawson and Dalene Felder present when new pump was installed, only one person there. Questioned electrician's line item cost as the one person hooked up the pump via the four wire electrical power. Will not pay until Johnny questions labor charges and we receive the original pump motor back from Simply Aquatics.
- IV. NEW BUSINESS
 - a. Website training – Jim Marxen indicated training scheduled for Friday morning for company website. Discussion to record the training (screen share, support over phone).
 - b. Robert Simard reported that the accountants used by the POA (Axley & Rode??) would be willing to review and create good accounting (Quickbooks) accounts, and possibly do the year end accounting.
 - c. With the website training, would like to add the election process and notification to the website.
 - d. The minutes of the emergency executive meeting did not clearly state that Dalene Felder (Director – Treasurer) was to have full on-line access to all three bank accounts at First National Bank of Livingston in order to do monthly activities required.

Robert Simard made the motion to provide Dalene Felder on-line access to the three bank accounts. Motion seconded by Dan Rushing, unanimously approved for these three bank accounts: Water Account – Acct # 6974, Impact Account – Acct #6559 and Savings Account – Acct #0375.

- e. Donny Duke's contract expires in January 2024, that will need to be rewritten. One item to include is the contractor purchases their own tools, there needs to be some means of penalizing delays in accomplishing work orders in a timely manner. There has been a large number of 811's submitted in the past few weeks that are required to be marked within 48 hours.
- f. Review the 'Fire Insurance' renewal notification. Currently we do not deal with the firm, no record of ever dealing with them and believe it can be ignored.

ADJOURNMENT

Meeting adjourned at 7:15pm