

**FERN FOREST COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
OCTOBER 9TH, 2022**

Minutes provided by Azima Walters

Melissa Fletcher called meeting to order at 2:00pm

Attending Board

Melissa Fletcher, Mac Castillo, Ronda Lickfelt
Community Members Attended (in person and Zoom)

Approval of Minutes from September 18th Meeting

Melissa made motion to approve the minutes once minor revision/correction to Roads Report got updated. Mac seconded. No discussion, all in favor, motion carries.

Reports:

- **President's Report**
 - Ballot and Newsletter complete and out for printing

- **Roads Supervisor Report**
 - Tested machine on Captains, looks like a good option. Still working on proper quote before voting.
 - Side Roads complete except 1 side road
 - Mower to start in selected areas Monday 10/10.
 - Ultimate consideration is to utilize mower in tandem with Mulcher bid to maintain easements & partial easements

- **Treasurer's Report**
 - Lois Endo has resigned. Melissa & Mac will work with DPS and will authorize any necessary payments in the interim.

- **Nominating Committee Report**
 - Three Candidates on the ballot for 2 term positions, two with recommendation, one with no recommendation (Requirements filled, decision passed to the board).
 - Final ballot approved
 - Consider setting up community meeting with candidates after bios have been posted in the newsletter

- **Newsletter Report**
 - Articles and Layout approved by board, Final Edits complete, sent for printing, proof expected by Monday. Approximately 3-4 week turnaround. 2 weeks for printing, then goes to DPS to insert ballots, seal and be mailed off.

OLD BUSINESS

- **Meeting Signs** Signs are ready for pick up. Melissa picking up
- **Community gravel pile** Still Pending some final security measures
- **Diesel Mechanic still looking**
- **Mower Repairs complete** - Expected to start mowing on Monday
- **All side roads complete** except 1
- **Audit** – After tax work is complete we'll get bids
- **Tax Prep Quote** has been signed, work is continuing to meet October deadline
- We are NOT 501 c 3 or 4. Meetings being scheduled to review with Treasurer, President, and Accounting for after taxes
- **Office hours** – Board passed unanimously at last meet, Filiesha has accepted new hours.
- **Repairs to Quonset Hut** – Out for bids - Contract indicates we are responsible for baseline repairs but they handle extras as well as maintenance.
- **Signage for Community Lot** – Pending research on Sign Code, then design, then bid. Plan to create a subcommittee as soon as things calm down.
- **Mulching** – Closing in on final bids. Test area completed near “S Turn”.

NEW BUSINESS

- Secretary and Treasurer positions open. Will allot the positions as possible after election.

OPEN COMMUNITY QUESTIONS/DISCUSSIONS

- Box Scraper - keep for now in case needed until a Plan B is available - Get new blades for mower, then consider selling box scraper. Getting quotes.
- Emergency Requirements & Preparedness. Funding for Upper Puna vs Fern Forest exclusively. Next year's board may be looking into grants - add to future agenda to discuss community level involvement
- Hannah Hendrick proposed that it would be nice to add to future newsletter acknowledgement and thanks for individuals clearing easements & raspberries
- Request to share HFD contract with landowners.

ADJOURNMENT

- MOTION: Melissa makes motion to adjourn the board meeting. Ronda seconds. No Discussion. All in favor. Meeting is adjourned at 3:38pm.