



**FERN FOREST COMMUNITY ASSOCIATION
Minutes for Board Meet April 21, 2024**

President calls meeting called to order at 2:02pm

ATTENDING BOARD/INTRODUCTION OF BOARD:

Melissa Fletcher, President

Darren Callistro, Treasurer

Leslie Leber, Secretary

Approval of March minutes were voted on and approved via evote, details below.

REPORTS:

- **Treasurer's Report (provided by President)**
- Summary of January Financial Report
 - Income this month: \$12,954.34. YTD: \$294,983.87
 - Expenses: this month: \$32,777.74. YTD: \$76,207.93
 - Balance YTD: \$220,470.53
- Leslie motions to approve these financials. Darren 2nd. No further discussion, all in favor. Motion carries.

- **President's Report**
 - Several Community Clean Up volunteers have been identified but more are requested. If you are able to help, please sign the back of today's sign in sheet and give us a number and/or email address so that we can update as the dates draw closer. Currently we've got 2 large trucks and 2 pick-up trucks, 2 pieces of equipment that can help (tractor and an excavator) and about 5 volunteers. More hands/trucks/equipment the better!
 - Requesting a map of heavy dump sites in FF to be compiled. If you know of a location, please send an email to FFCA office so we can start compiling. If you want to scout locations to help us compile, we would welcome that volunteer work.
 - Taxes are in process, letter was sent to check status and confirm an extension was filed.
 - Stop sign theft has been occurring. Post painting and sign marking has been cleared to try to prevent further theft.

- Road name sign replacements have been ordered, proofed, paid for, and now we are just awaiting their delivery.

- **Roads Report**

- Leila and all side roads on Leila are complete. We are currently on Upper Omeka and side roads, then to lower Omeka. Main areas of complaint are Omeka, Ohialani, and Kaleponi at this time, which makes sense as they are all the ones that are next on the schedule so have gone the longest without repair this round.
- We ordered some new blades for the LeeBoy but Allied ordered the wrong ones for a second time in a row. This has prevented work with the LeeBoy, we're back to using the tractor until the correct new blades have come in. Allied has issued a small credit for the inconvenience.

OLD BUSINESS:

- New Road Signs – Ordered.
- Taxes – In process
- Sign and Community Bulletin Board for FFCA Road's Lot. No Updates.
- Plumbing trench for water at Portapotty – work postponed as roads take priority.
- Quonset Hut repairs – Melissa and Darren met with a potential repair person. Will get a quote and written scope of work as well as verify basic licensing and liability insurance. There is one other person who plans to bid and we'll follow same protocols.

SUBCOMMITTEE REPORTS:

- Capital Improvements (Melissa, Leslie)
 - Quonset hut bids are next on our target.
 - County permits are still routing for meter replacement at Quonset hut. I followed up on this again with electrician and requested their finalized, updated quote for when their permit comes through.
- Legal Subcommittee (Melissa)
 - \$5k retainer was paid to attorney for this year's defense against TF's appeal to Federal Courts.
- Website Subcommittee (Melissa)
 - Financials, Road Maps, and Minutes are all up to date
- Equipment Subcommittee (Melissa and Darren)
 - Just waiting on blades for LeeBoy
- Identifying Community Issues (Leslie and Darren)
 - Darren made a list with locations on all 'lower roads'. He has provided to Melissa who will pass to Office Manager to start compiling the list. 14 abandoned vehicles identified.

NEW BUSINESS:

- Melissa motions to purchase another load of 1 ½" minus aggregate to be kept at the base yard for authorized volunteers to use on roads. Darren 2nds. No further discussion, all in favor. Motion carries.
- Discuss Article IV Section 11. Vacancies. Note Amendment #4, language amended by membership vote on ballot 12/2017. Board is no longer required to offer any open seat to any runners up in elections. They would only do so by majority board vote of seated board members. This will be further discussed by board in executive session and legal pulled in if further legal opinion is wanted by any board member.
- Discuss Executive Committee, Executive Session rules. Article VII, Section 3. Executive Committee. Also, Article IV, Section 5. Special Meetings.
 - See Handout regarding Executive Session reasons, needs, requirements. This was read aloud to assembly. No questions or further discussion requested.
- Container on the Road on Kaleponi between poles 116 and 177. Darren motions to contact the owner and notify them of a 2 week removal period, after which FFCA would offer to arrange move and bill owner to remove it at that time. If payment is not received or arrangements are not made, this will be sent to the legal team to proceed in removal/storage/billing. Leslie 2nd. No further discussion, all in favor. Motion carries.

EVOTES SINCE LAST MEET:

- 4/2/2024 - Melissa motions to purchase DTM (direct to metal) paint and have Ells paint the metal posts for road and stop signs bright yellow (this identifies the posts as ours if found and keeps thieves from easily reselling them), writing in large, black permanent marker 'FFCA' on the backs of all stops signs (further identification tactic), and purchasing two High Def night vision cameras to put at the theft location before reinstalling the signs. We will research the High Def cameras, motion that we put an allowance of \$250 toward camera equipment. Darren 2nds. No further discussion, all in favor. Motion carries.
- 4/2/24 - Darren motions to approve the March FFCA Board Meet Minutes. Leslie 2nd. No further discussion, all in favor. Motion carries.
- On 4/20/24 - Leslie motions to have an executive session after the April meet to discuss any/all candidates and review contracts for hauler and machine operator. Melissa 2nd. Some further discussion, Darren believes there shouldn't be discussions that aren't public. Melissa explained that Executive Session was a critical tool needed at times for any board and these details can easily be reviewed in bylaws, RRO, or confirmed with FFCA attorney. As the subjects of contractors and applicants involve discussing sensitive personal information, it is the opinion of those in favor that Executive Session is indeed indicated on these topics. Call for vote. 2 in favor, Darren cast no vote. Motion carries.

MOTIONS THIS SESSION:

- Leslie motions to approve these financials. Darren 2nd. No further discussion, all in favor. Motion carries.
- Melissa motions to purchase another load of 1 ½" minus aggregate to be kept at the base yard for authorized volunteers to use on roads. Darren 2^{nds}. No further discussion, all in favor. Motion carries.
- Re: container on the road off Kaleponi: Darren motions to contact the owner and notify them of a 2 week removal period, after which FFCA would offer to arrange move and bill owner to remove it at that time. If payment is not received or arrangements are not made, this will be sent to the legal team to proceed in removal/storage/billing. Leslie 2nd. No further discussion, all in favor. Motion carries.
- Darren motions to offer open board positions to 'runner up' candidates from 2023 election. No second. Motion does not carry.
- Darren motions to explore options of 'time clock' for Independent Contractors being paid hourly. Leslie 2^{nds}. Further discussion, Melissa points out that Wyze cameras can always be used to verify hours at the lot. Melissa brings concern of legalities of requiring Independent Contractors to check in (IC's are not employees and there are strict guidelines on these parameters). Recommends first checking with legal. Ammended motion to allow for that. Leslie 2^{nds}. No further discussion, all in favor. Motion carries.
- Leslie motions to ask that Ronda Lickfelt be asked to leave the building due to ongoing interruptions, repeated disruption of the meet, and refusal to abide by the standard rules of a board meet. Melissa 2nd. No further discussion. 2 in favor, Darren abstained. Motion carries.
- Leslie motions to adjourn the meet due to Ronda's refusal to leave the premisis. Melissa 2nd. No further discussion. 2 in favor, Darren abstained. Motion carries.

OPEN DISCUSSION PERIOD

- Meeting adjourned preemptively before this point due to repeated requests for attending members to abide by standard rules of decorum at the meet. (See last motions above).

ADJOURNMENT

- Meeting adjourned by majority vote at 3:03pm

EXECUTIVE SESSION:

Moved to the following Sunday.