MCLOA Board meeting – Wednesday, April 3, 2019 – 5:30 pm Alaska time

Anyone can initiate the conference call.

Use the published dial-in information calling into the meeting at 1-319-527-3510, and then entering the participant access code 721570#, but instead of the # sign use an * to start the conference call.

Attendees:

Scott Clendaniel (outgoing-President) – B 6 L 5 – Ph I
Craig Neill (outgoing-Treasurer) – B 2 L 2 & 3, B 3 L 14, B 1 L 4 – Ph I
Dodie Pruessner (outgoing-Secretary) – B 8 L 1 – Ph I
Jeremy Cohen – (incoming interim-President) B 6 L 1, 6 & 7, B 7 L 1, B 4 L 1 – Ph I
Pete Senty – (incoming-Treasurer) B 3 L 1 – Ph I
Rob Retherford (advisor) – B 5 L 6 & 7 – Ph I
~~Michael Martin & Anita Penuelas (incoming-Secretary) – B 8 L 12 – Ph I~~ unable to attend has withdrawn from Secretarial position

Teleconference meeting started by Jeremy Cohen at 5:34 pm Alaska time with all attendees present except for Rob Retherford who joined about 10 minutes later and Michael Martin who had emailed that he would be unable to make it.

1. **Financials:**
    - **Status of liens and proposed path forward** – Jeremy Cohen felt that the outcome of the lien process has been positive and a number of lot owners that owed substantial amounts have paid. Jeremy proposed that we should follow up with another round of liens and lower the threshold of $1000 for liens to a lower amount, combined with a certain amount of time with no account activity, such as owing $300 or more for more than six months, without making a payment or establishing a payment plan. Craig pointed out that tracking those details for every lot owner would be tedious and unrealistic. Points were made by board members of maybe using a different metric to trigger when a lien could be placed on a lot; we could include a time limit on paying bills; we include interest accrual on amounts owed or charge a flat late fee for any amount due over a set amount. It was also mentioned that placing the liens includes much work and has to be renewed every three years (according to Scott). Scott volunteered to verify the three-year rule and report back during the summer meeting.
      Part of the problem is that we do not always have current contact information for those lot owners that owe money to the association and it is very time consuming trying to track down this information. We have not been successful with all lot owners that have had liens attached to their lots in the recent round.
      Currently billing for annual dues is by email only and we are missing current email information for 14 lots. A suggestion was made that for those lots that owe money that we try to follow up by other means such as mailing and phone contact to get payment before resorting to additional liens. It was also pointed out that most of the money collected recently was collected when the lot owners were contacted. None of the lots that have actually had liens placed on them that were filed have paid any additional money.

The idea with the most traction involved a fixed, annual late fee for delinquent accounts without active payment plans. This would be relatively easy to track and account for. It was decided to shelf the topic for now but to continue to think about the points made and to revisit the subject at a future meeting.

- **Back-taxes** update and path forward – Scott Clendaniel's accountant has agreed to look at and file the last 5 years of tax documents for MCLOA for the $1500 or less that was approved at the March Winter meeting as long it can wait until after tax season (4/20) and Scott helps out with gathering information needed. Craig Neill confirmed that this year's filing is not due until June. The board approved to proceed unanimously.
- **Quickbook project** – Jeremy, Pete & Jenny (MCLOA's current book keeper) will get together after the tax season to coordinate establishing Quickbooks online.

2. **Road Charter** – Jeremy provided a little history; the original Road Committee included Jeremy Cohen, Bob Cook, Jason Lobo, and more recently Matt Ehmt. The original committee was somewhat of a parallel entity with the board and could make decisions for spending funds on the roads. After a Phase II lot owner inappropriately committed MCLOA funds to a Phase II road without board or Road Committee approval, MCLOA voted to have the board of directors be the only entity to approve road work, by contract, and MCLOA would not be responsible for non-board-approved work road. Jeremy questioned if we actually need a Road Committee or if we could have a Road Charter and lot owners should identify issues individually and then request improvements from the board. During the ensuing discussion it was pointed out that a function of the Road Committee was to periodically review the current access areas and help identify areas that need improvements and then also plan to complete improvements as cost efficiently as possible by combining projects. The general consensus at this meeting was that the Road Committee should continue as an advisory committee to the board and all projects or moneys spend would continue to require approval of the board. Jeremy will update the original draft road project charter document he has and present it to the board at the next meeting or before for edits and approval. Once this document has been approved it should be kept in a location where all can access it for future reference (e.g., posted to the MCLOA web site).
   Dodie suggested that lot owners that are not up to date on their dues should not be able to vote on items or proposals that spend subdivision funds until their accounts are up to date and also should not be able to serve on the board or a committee. It was suggested that this should be an agenda item for the summer meeting and possibly be added to the bylaws.
   Jeremy asked Craig Neill if we were tracking road payments separately from Phase I and II so we could see how much is still owed by Phase II for road payments. Craig replied that those numbers can be separated out and will pull them together and share them with the board members.

3. **By-Law change to allow e-notifications only** – Jeremy asked where this item stood and what needs to be completed. Dodie reported that this had been voted on and approved during the 2018 winter meeting on 3/8/2018 but was not sure how this needs to be filed and the bylaws amended. She will send the document showing the proposed changes to the board members so we can get it signed at the next meeting and append it to the bylaws. Dodie also asked if anyone had a cleaner copy of the bylaws than what is posted on our web page. Craig Neill was going to see if he could find a better copy in his documents.

4. **Property Management proposal** – board members voiced opinions both for and against this proposal and most are on the fence. Scott Clendaniel shared that Roy Briley Property Management (the only proposal we currently have) also manages his condo association in Anchorage and their condo association is fairly happy with what they do even though he feels they are a bitt expensive on the condo fee's they charge. The $36 per lot per year fee they have proposed to us appears to be a fairly good deal, but there is concern that that fee will probably go up. Jeremy was concerned that they know very little about McCarthy or how things work out there and that hiring a property manager would not be the ultimate solution and fix everything for us. He felt that much of what he saw in the proposal would not be needed by our association. Craig Neill pointed out that a property manager could do many of the tasks that are very tedious and time consuming for board members, such as take meeting minutes, handle our accounting and taxes, collect dues, follow up on uncollected dues and moneys owed, allow for electronic deposits and possibly give individual lot owners better access to their payment status and history. Dodie suggested that the board needs to look at what we actually want from a property management entity and request proposals based on those items. She also pointed out that we should itemize and summarize our current annual costs for our mail box, website, mailings, accounting and all other preparations on behalf of MCLOA and see how that compares with the cost of hiring a property manager that most likely would have better legal and financial knowledge at their disposal than the volunteers on the board. She estimates this number is currently around $800 per year and that does not include any lien or tax preparation fees. Jeremy pointed out that annual costs for property management exceed $3000, which would also not include incidental costs such as filing liens. We should see if we can get reference from any remote lot owner association that the property management company currently manages to see how happy they are with their work. Craig will follow up with Roy Briley to see if he can get any references. Jeremy asked everyone on the board to collect any information or needs they have and that this topic will be revisited at the next meeting.

5. **McCarthy Creek/Bridge committee** – Rob Retherford is working with Tim George (Lot 5, Block 9) heading the committee. Rob gave a brief report on emails that have taken place to date and listed Sally Gibert. as having been invited as an adviser to the committee. They have also been in contact with Mike Loso, a geologist with the National Park Service to participate in the discussion and are looking into the availability of some Lidar data to look at elevation data within the McCarthy creek flood plain. They are trying to get in touch with Barry Hecht, a hydrologist that has been studying McCarthy creek for many years, to get his reports and more recent input on the situation. Pete Senty added that he attended the March MAC meeting, which included discussion of Keith's proposal and how the rising McCarthy Creek floodplain contributes to Clear Creek flooding. The State of Alaska apparently has a budget for remote projects as part of the STIP program and MAC is working on getting an application together for funding to helping resolve the Clear Creek problem as that is a primary water source for many in McCarthy and also imparts the main access to McCarthy itself. This proposal is due May 6. Jeremy asked to be CC'd on further communication as long as no one objected. The committee will stay in touch with Greg Fensterman (Lot 1, Block 9, also present at the MAC meeting) and Sally G. to see where that application is going and if there is any way MCLOA can be involved or apply. They will also contact the University of Alaska land group for their input and interest in access to other land holdings they have on the west side of

McCarthy Creek. The MCLOA McCarthy Creek/Bridge committee will continue to focus on McCarthy creek and what makes sense for our lot owners with regards to access to the west side.

6. **Summer Meeting** – Dodie reported that Toni Zak's has been reserved for our summer meeting with Tamara Harper for **Saturday, July 6th, 2019 at 6 pm**.

7. The board meeting was concluded and adjourned at 7:20 pm Alaska time.